

Program Description

Completed by erinrichards@empathhealth.org on 3/26/2025 7:59 AM

Case Id: 18851

Name: EPIC 2025-2026

Address: *No Address Assigned

Program Description

Please provide the following information.



Social Action Funding Application for the funding period of October 1, 2025 - September 30, 2026

**Pinellas County Board
of County
Commissioners**
Human Services
440 Court St, 2nd Floor
Clearwater, FL 33756

Pinellas County Human Services is accepting applications from qualified non-profit organizations desiring to provide social services to low-income residents of Pinellas County.

The Social Action Grant Program provides funding to social service organizations for priority services that directly support Pinellas County.

The attached Social Action Grant Program application instructions outline the competitive process for the selection of organizations to receive Social Action Funding Grants as allocated by the Pinellas County Board of County Commissioners (Board) for FY 2026

Funding applications are limited to a minimum of \$10,000.00 and a maximum of \$150,000.00. Only one (1) application may be submitted per agency. Applicants may apply for either a large award (\$100,000.00 - \$150,000.00), or a small award (\$10,000.00 - \$99,999.00). A maximum of five large awards will be made, with the remainder of funding allocated to small awards. The amount requested does not guarantee an award. Actual awards will be based on the recommendation of the review committee and approval of the Board. The funding priorities for the Social Action Grant Program are:

- **Food and Nutritional Services:** including food banks, meal delivery, congregate dining, and related supportive services.
- **Homeless Prevention and Supportive Services:** including homeless outreach and engagement, prevention and diversion services, system navigation, and shelter and housing support.
- **Healthcare and Human Services for Disadvantaged Residents:** including, but not limited to, specialized healthcare services, workforce development, life skills training and support, transportation or mobility assistance, chore services, health and hygiene support, and specialized mentoring or educational programs for

disadvantaged populations.

- **Supportive Services for an Aging Population:** any of the above listed types of programs or additional supportive programs targeted to an aging population.

The submission deadline for all applications is April 4, 2025 at 4:00 PM (no exceptions). Organizations must utilize the online application through the Neighborly System. Please allow ample time for submission and technological challenges, as late applications will not be accepted. For questions regarding your application, please contact: Amanda Craft at acraft@pinellas.gov.

ELIGIBILITY CRITERIA

- ☒ The applicant organization must agree to the terms and conditions contained in the Pinellas County Social Action Program Agreement. **NO EXCEPTIONS** to the terms and conditions of the agreement will be permitted. The County reserves the right to update these terms and conditions from time to time and as needed to meet the needs of the County.

DISCLAIMER

- ☒ Pinellas County Government reserves the right to: 1) cancel the application process; 2) accept or reject any or all applications received; 3) waive any non-substantive deficiency or irregularity, waive or remedy any technical or immaterial errors; 4) request any necessary clarifications of proposal data without changing the terms of the proposal; 5) negotiate with any qualified applicant; 6) award a contract in what it believes to be the best interest of the County; 7) cancel the request, in part or its entirety, if it is deemed to be in the best interest of the County; 8) reject the program of any applicant that has previously failed to perform properly; 9) reject the program of any applicant who has failed to complete a contract within the specified timeframe; 10) reject the program of any applicant that is not in a position to fulfill a resulting contractual obligation.

EXCLUSIONS

The following are not eligible for Social Action Grant funding:

1. Capital Expenses
2. Improvements to Real Properties
3. Indirect Cost Rate (e.g. a fixed % of the program budget; direct costs are allowable)
4. Research studies or technical assistance
5. Employee or volunteer incentives
6. Legal fees or any expenses specifically related to criminal activity including court costs, citations, restitution, child support, alimony, or immigration related expenses
7. Alcohol, tobacco, firearms or lottery tickets
8. Expenses related to immigration or returning to country of origin
9. Gift Cards
10. Money orders
11. Property taxes
12. Vehicle purchases

FATAL CRITERIA

- Agency has not been incorporated in the State of Florida for a minimum of one (1) year.
- Agency does not have a 501 (c) (3) status for a minimum of one (1) year.
- Agency is not in compliance with an existing County contract at the time of submission.
- Agency's proposal is under/over the minimum (\$10,000.00)/ maximum (\$150,000.00).
- Application is late (system will not allow incomplete or late submissions).
- Application does not include a budget.

Please [CLICK HERE](#) to download a copy of the full program description.

☒ I acknowledge that I have clicked the above link and reviewed all program documentation.

Please [CLICK HERE](#) to download a copy of the Agreement.

☒ I acknowledge that I have clicked the above link and reviewed and agree to all terms.

Please [CLICK HERE](#) to view Frequently Asked Questions

NOTE: Incomplete applications will not be accepted by the system.

Eligibility

Completed by erinrichards@empathhealth.org on 3/26/2025 8:00 AM

Case Id: 18851

Name: EPIC 2025-2026

Address: *No Address Assigned

Eligibility

Please provide the following information.

1. Is the applicant organization a non-profit 501 (c) (3) organization for at least one (1) year and incorporated in the State of Florida for at least one (1) year prior to date of application? The program is funded by local tax revenue. As such, publicly funded organizations are not eligible for awards under this solicitation.

Yes

2. Is the applicant organization the organization providing the proposed services? Subcontracting of contractual services is prohibited.

Yes

3 Do the proposed programs/services serve residents of Pinellas County?

Yes

4. Is the mission of the applicant organization consistent with the goals of the Social Action Grant Program to address the health, economic, and social well-being of Pinellas County residents in need of assistance? The applicant organization must not discriminate against any applicant for employment or employee with respect to hire, tenure, terms, conditions or privileges of employment or any matter directly or indirectly related to employment or against any client because of age, sex, race, ethnicity, color, religion, national origin, disability, marital status, or sexual orientation.

Yes

5. Does the applicant organization discriminate against any person on the basis of age, sex, race, ethnicity, color, religion, national origin, disability, marital status or sexual orientation in admission, treatment, or participation in its programs, services and activities?

No

6. Do the programs proposed by faith-based organizations have a secular purpose, and do not require worship or religious instruction activities? Services provided by faith-based organizations must be available to all Pinellas County residents, not solely for congregation members.

N/A

7. Are you an individual seeking financial assistance for yourself or another individual?

No

A. Agency Information

Completed by erinrichards@empathhealth.org on 4/2/2025 9:23 AM

Case Id: 18851

Name: EPIC 2025-2026

Address: *No Address Assigned

A. Agency Information

Please provide the following information.

LEGAL AGENCY INFORMATION (FOR CONTRACT)

A.1. Legal Organization Name

AIDS Service Association of Pinellas, Inc.

A.2. DBA (if applicable)

EPIC (Empath Partners in Care)

A.3. Legal Address

5771 Roosevelt Blvd Clearwater, FL 33760

PROJECT INFORMATION

A.4. Program Name/Project Title

Food is Medicine

A.5. Summary - provide a brief summary of program and how funding would be utilized.

The Food Is Medicine program offers an innovative, case-managed approach to food insecurity among people living with HIV/AIDS in Pinellas County. Unlike general food distribution services, this program integrates personalized support to address both the immediate need for food and the long-term nutritional health of individuals. The services provided will include:

- Personalized meal planning, budgeting, and food shopping to help clients make healthier food choices within their financial means. After meal plans and budgets are created, clients receive hands-on guidance with grocery shopping to maximize nutrition while staying within their financial constraints.
- Cooking education and workshops to empower individuals with the skills to prepare nutritious meals independently.
- Integrated service linkages with medical case managers to ensure food access aligns with HIV/AIDS treatment plans.
- Long-term resource navigation, connecting clients to sustainable food security solutions rather than providing one-time assistance. This holistic model is informed by best practices in chronic disease management and

APPLICATION CONTACT INFORMATION

A.19. First Name

Monica

A.20. Last Name

Strunk

A.21. Contact Person/Title

Grants Director

A.22. Contact Email

monicastrunk@empathhealth.org

A.23. Telephone

7277737649

A.24. Executive Officer with signing authority First Name

Joy

A.25. Executive Officer with signing authority Last Name

Winheim

A.26. Executive Officer Title

President

A.27. Executive Officer Email

joywinheim@empathhealth.org

A.28. Executive Officer Phone Number

(813) 237-3066

nutrition education, addressing the root causes of food insecurity while building long-term self-sufficiency. The Food Is Medicine approach is grounded in evidence-based programs that demonstrate the impact of nutrition interventions on health outcomes for individuals with chronic conditions. The program will serve at least 63 HIV-positive clients and their households through three 21-week sessions, directly meeting an unmet community need. By offering tailored nutrition and budgeting education, Food Is Medicine helps clients transition to long-term stability, ultimately improving both food security and health outcomes. Collaboration with local resources in Pinellas County, FL, will enhance service delivery, prevent duplication of efforts, and create a robust support network. By integrating with food assistance programs, healthcare providers, and social service organizations, Food Is Medicine ensures seamless access to nutritious food, case management, and long-term stability resources. This initiative will significantly reduce the number of unserved individuals, providing specialized support to those currently excluded from existing food programs in Pinellas County.

A.6. Physical Program Address

3050 1st Avenue S St Petersburg, FL 33712

A.7. Program Manager First Name

Sheryl

A.8. Program Manager Last Name

Hoolsema

A.9. Program Manager Title

Case Management and Business Development Manager

A.10. Program Manager Email

sherylhoolsema@empathhealth.org

A.11. Program Manager Phone Number

(727) 328-3277

A.12. Social Action Funding Priority Area

Note: Only one (1) application may be submitted per organization. If more than one is submitted, only the first will be considered for funding.

Food and Nutritional Services

A.13. Funding Category ****ONLY SELECT ONE****

☐ \$10,000.00-\$99,999.00

☒ \$100,000.00-\$150,000.00

A.14. Total Amount Requested

Note: Max request is \$150,000.00

\$150,000.00

A.15. Taxpayer/Employer ID

59-2862537

A.16. Unique Entity Identifier (UEI- Federal SAM.GOV

Number, if registered

J2BXENUBJSE5

A.17. Date of incorporation in Florida

12/15/1987

A.18. Date of 501(c)(3) Status

12/15/1988

B. Organization Profile

Completed by erinrichards@empathhealth.org on 4/2/2025 9:27 AM

Case Id: 18851

Name: EPIC 2025-2026

Address: *No Address Assigned

B. Organization Profile

Please provide the following information.

B.1. Describe how the mission and purpose of the agency align with the funding priority area.

Unified in empathy, Empath Health's nonprofit network provides extraordinary Full Life Care for all. EPIC (Empath Partners in Care) improves the lives of individuals, families, and communities—regardless of HIV status, gender, or sexual identity—by addressing social determinants of health. Guided by inclusivity, compassion, and empowerment, EPIC enhances lives across Tampa Bay. With over 37 years of experience (originally as Francis House), EPIC is a leader in HIV/AIDS care, supporting people living with or at risk of HIV and those experiencing homelessness. EPIC has successfully managed millions in federal grants, including Ryan White and HOPWA funding, while leveraging corporate and private foundation support to expand impact. Last year, 48% of EPIC clients lived below the Federal Poverty Line (FPL), with 28% between 100-200% of the FPL. Of 1,245 clients, 1,093 were Black/African American, 377 Hispanic/Latinx, 1,609 male, 801 female, and 42 transgender. Additionally, 11% were unstably housed. Primary Target Population: Low-income individuals living with HIV/AIDS. Secondary Target Population: People experiencing or at risk of homelessness and other low-income individuals. EPIC provides medical case management to 1,275 individuals and serves approximately 2,897 people annually through wraparound services, including:

- HIV/STI prevention education, PrEP referrals, and pharmacy support
- Medical case management and mental health care
- Medication management and emergency assistance
- Housing case management for people living with HIV (PLWH) and HIV-negative individuals experiencing homelessness, including:
 - o Tenant-Based Rental Assistance (TBRA)
 - o Rapid re-housing support
 - o Short-Term Rent, Mortgage, and Utility (STRMU) assistance through HOPWA
- Food and nutritional services: hot meals, food and personal needs pantries, and transportation support

EPIC's Food Is Medicine program directly aligns with the grant's focus on food and nutritional services, meal delivery, and supportive care. This initiative integrates nutrition education, meal planning, and financial literacy to enhance food security and health outcomes for people living with HIV/AIDS. The program introduces a Food Case Manager who provides wraparound support, including:

Key Services:

- Personalized meal planning to help clients make healthier choices within their budgets
- Shopping and budgeting assistance for sustainable nutrition habits
- Cooking education and workshops to develop long-term food preparation skills
- Integrated service coordination with medical case managers to support HIV treatment
- Long-term resource navigation to connect clients with sustainable food security solutions and reduce reliance on crisis-based assistance

By addressing food insecurity's root causes, this program fosters long-term self-sufficiency, ensuring sustained access to nutritious meals that support overall well-being, medication adherence, and long-term health.

B.2. Describe your board membership and how the board is reflective of the target population.

EPIC's Board of Directors is composed of 14 members, each selected for their commitment to the organization's mission and their diverse perspectives. The board is made up of individuals with lived experience, ensuring that the decisions made are directly informed by the needs of our target populations. The membership includes a wide range of backgrounds, reflecting the community we serve. Currently, 50% of the board members are women, 17% identify as BIPOC, and 33% come from other diverse groups, ensuring a balanced representation of voices. Board members serve 2-year terms, and there are currently no vacancies. On average, 75% of the board members participate in quarterly meetings, helping to ensure consistent governance and engagement with the organization's ongoing work.

B.3. Explain the organization's experience relevant to the proposed priority area.

EPIC has over 25 years of experience serving priority populations through Ryan White and HOPWA funding. We currently receive Ryan White Part A funds through 2028 for Medical Case Management and Mental Health Counseling and Part B funds for Medical Case Management and Pharmacy Assistance. In 2020, we launched a Ryan White Minority AIDS Initiative grant to enhance outreach and case management for Black and Latinx individuals living with HIV. EPIC operates three service centers in Pinellas County, ensuring accessible care. This program will be provided at the EPIC ASAP campus at 3050 1st Ave S, St. Petersburg, FL 33712, serving zip codes 33705, 33707, 33711, and 33713. Stable nutrition is vital for medication adherence and overall health. EPIC has prioritized food and nutrition services for over 25 years, aligning with funding priorities for food banks, meal delivery, and congregate dining. Our Pinellas food pantry provides low-income PLWH with \$50 per month in groceries and personal care items. In Hillsborough, clients receive daily hot meals in a welcoming environment. Transportation assistance helps clients access food services, grocery stores, and medical appointments. Food and nutrition services are fully integrated into EPIC's wraparound care model, which includes medical and housing case management, mental health counseling, and emergency financial support. With decades of experience, EPIC is well-positioned to expand these offerings and improve health outcomes for PLWH.

B.4. Describe your onboarding process and program implementation timeline across the organization and for this program.

With the funding from this grant, EPIC will hire one full-time Food Case Manager to support the Food Is Medicine program, ensuring that clients receive tailored food security support integrated with their overall care plans. As a member of Empath Health, EPIC follows a robust 5-day orientation and onboarding process. All staff are evaluated annually and are required to complete annual training in occupational health and safety, infection control, confidentiality, HIPAA, Mental Health First Aid, and cultural competencies to effectively serve our diverse client base. Additionally, EPIC is committed to treating all individuals with respect and dignity. We are an LGBTQ-competent service provider, and the entire Empath Health network, including EPIC, holds platinum certification from SAGECare, a division of Services and Advocacy for LGBTQ Elders (SAGE), one of the nation's oldest and largest organizations focused on LGBTQ older adults. Onboarding Process EPIC follows a structured and efficient onboarding process to ensure new team members are fully prepared to provide high-quality services. The Food Is Medicine program will be staffed by a paid full-time employee, with volunteers also playing a supportive role. EPIC has extensive experience of providing a wide range of supportive services, as detailed in previous sections.

1. Recruitment & Hiring (Months 1-2):
 - o Job postings on platforms such as Indeed, LinkedIn, Google, SEM, Twitter, Facebook, Employee Referrals, CareerSource, Pinellas County Urban League, and at LGBTQ and Veterans Hiring Events.
 - o Candidate screening, interviews, and background checks.
 - o Final selection and offer acceptance.
2. Orientation & Training (Month 2-3):
 - o New staff complete one and a half weeks of orientation covering EPIC programs, policies, and procedures.
 - o Required online training through HRSA's AIDS Education and Training Center (AETC).
 - o Annual training in occupational health and safety, infection control, confidentiality, HIPAA, and cultural competency.
 - o Cross training with medical case managers to ensure integration of food access with healthcare services.
3. Program Launch (Months 3-4):
 - o The Food Case Manager begins client assessments to determine individualized food security needs.
 - o Provides individual sessions with clients to develop personalized meal plans and nutrition education.
 - o Identifies and refers appropriate clients to medication management and group support services.
 - o Establishes community partnerships to enhance access to food resources.
 - o Cook workshops begin and budgeting sessions for clients.
4. Ongoing Service Delivery & Expansion (Months 4-12+):
 - o Conducts continuous client outreach and engagement.
 - o Monitors program impact on medication adherence and health outcomes.
 - o Adjust services based on client feedback and program evaluation data.
 - o Identifies opportunities to scale and enhance the program's reach.

Food Case Manager Qualifications To ensure the highest level of service, the Food Is Medicine Case Manager position requires:

- Education and/or experience: College degree or equivalent; or four to ten years of related experience/training.
- Specialized experience: At least two years of experience or knowledge of HIV/AIDS, including issues surrounding diagnosis, medications, and treatment.

By implementing this structured

approach, EPIC ensures a seamless transition for the Food Case Manager and rapid program activation, maximizing the impact of these grant funds.

C. Community Needs

Completed by erinrichards@empathhealth.org on 4/2/2025 9:28 AM

Case Id: 18851

Name: EPIC 2025-2026

Address: *No Address Assigned

C. Community Needs

Please provide the following information.

C.1. Clearly identify the need to be addressed through the proposed program.

Food insecurity is a critical challenge for individuals living with HIV/AIDS in Pinellas County, severely impacting their medication adherence, overall health outcomes, and quality of life. While several existing food assistance programs such as food pantries, meal delivery services, and community kitchens provide some support, they often fail to address the unique dietary and health needs of people living with HIV/AIDS. The Food Is Medicine program is designed to fill this gap by offering a comprehensive, case-managed approach that integrates nutrition education, meal planning, cooking skills, and long-term budgeting strategies, aimed at enhancing both food security and health outcomes for individuals living with HIV/AIDS.

C.2. Provide current supporting statistics or data specific to Pinellas County such as needs assessments, interviews, waiting lists, surveys, trends and/or analyses to demonstrate the need described in C1.

Current statistics in Pinellas County highlight the severity of food insecurity among people living with HIV/AIDS: • Over 12,000 people are living with HIV in the Tampa Bay area, with a significant proportion residing in Pinellas County. • Food insecurity rates among individuals with HIV are alarmingly high, reaching as much as 50%, compared to the general population's food insecurity rate of 10-15%. • Existing food assistance programs serve only a small fraction of the population in need. These programs tend to prioritize families and seniors but fail to provide the specialized dietary support that people living with HIV/AIDS require. • EPIC Case Managers report that clients often do not know what to buy or pick up from a pantry, as they lack budgeting skills and understanding of their nutritional needs. Many purchase what they can afford or what will get them through the day, often resorting to unhealthy options like candy when free food is available. • While emergency food services exist, there is growing concern about the quality of food provided. Many programs offer highly processed foods that, while addressing hunger, fail to meet nutritional standards and can contribute to chronic health issues such as diabetes and heart disease. • Clients who spend more than half of their income on housing are often forced to make difficult choices between rent, food, and healthcare. Introducing a dedicated food case manager in Pinellas County could be a highly effective strategy to help clients navigate food access, improve nutrition, and address related unmet needs. Further, there is a clear gap in services, as local food assistance programs mainly focus on general food distribution and do not offer the tailored, case-managed support necessary for individuals managing chronic health conditions like HIV/AIDS.

C.3. Is the program new and innovative, or is funding sought to expand capacity or service in an existing program, or continuation of current funding? No points to be assessed for this question.

New Program

C.4. If new and innovative, discuss what is currently being done in the community to address the need and how this program differs to provide better results. If expanding capacity, describe the current services available in the community, numbers unserved, and how the proposed program will reduce the number of unserved. If continuation of funding discuss what has been done to obtain alternate funding?

Currently, organizations such as Feeding Tampa Bay, St. Petersburg Free Clinic, and Meals on Wheels provide food assistance to the general population, including some individuals living with HIV/AIDS. However, these services primarily focus on food distribution and lack the comprehensive, case-managed support that individuals with chronic health conditions like HIV/AIDS require. The Food Is Medicine program differs by integrating nutrition education, meal preparation, and long-term budgeting strategies, creating a holistic, education-driven approach to food insecurity. The program introduces a Food Case Program Manager who will provide wraparound support, including:

- Personalized meal planning and budgeting to help clients make healthier food choices within their financial means.
- Assistance with shopping and purchasing meals based on the new meal plan and budget.
- Cooking education and workshops to empower individuals with the skills to prepare nutritious meals independently.
- Integrated service linkages with medical case managers to ensure food access aligns with HIV/AIDS treatment plans.
- Long-term resource navigation to connect clients with sustainable food security solutions, reducing reliance on one-time assistance.

This approach aims to reduce dependence on emergency food assistance by addressing the root causes of food insecurity and building self-sufficiency among clients. The Food Is Medicine program is designed to serve at least 63 HIV-positive clients and their households participating in any of the three 21-week sessions, directly addressing the unmet needs of the community. By offering tailored nutrition and budgeting education, the program helps clients transition to long-term stability, ultimately reducing food insecurity and improving health outcomes. The proposed program will significantly reduce the number of unserved individuals, offering much-needed specialized support to individuals living with HIV/AIDS in Pinellas County who are currently excluded from existing food programs.

If currently funded, please provide outcomes/utilization/success?



Outcomes/Utilization/Success

***No files uploaded*

C.5. Describe how the proposed program will coordinate with existing programs in the community. If program is working with partners, please include a collaborative letter showing how both sides would be working on project.

The Food Is Medicine program will collaborate with community resources in Pinellas County, FL, to enhance service delivery, avoid duplication, and create a support network for individuals with HIV/AIDS experiencing food insecurity. Our program integrates with local food assistance, healthcare, and social service organizations to ensure access to nutritious food, case management, and stability resources. We will coordinate with Feeding Tampa Bay, St. Petersburg Free Clinic, and Meals on Wheels to ensure clients receive consistent food access while benefiting from nutrition education and meal planning support. Our Food Case Manager will work with pantries and meal programs to identify clients and refer them for long-term skill-building and resource navigation. The program will collaborate with EPIC (Empath Partners in Care) and the Ryan White Program to ensure food support aligns with medical case management and HIV treatment goals. Clients will be referred by HIV/AIDS service providers to integrate food security into healthcare plans. We will establish referral pathways with clinics, hospitals, and Federally Qualified Health Centers (FQHCs) to connect individuals with HIV/AIDS to our program. The program will partner with registered dietitians from hospitals and clinics to provide specialized nutrition guidance. Clients will be connected to financial literacy and job training programs through Goodwill Industries and CareerSource Pinellas to improve income stability and reduce long-term food insecurity. Partnering with SNAP-Ed and the Pinellas Opportunity Council, we will provide budgeting and meal planning education alongside food assistance. The program will align with Pinellas County's Housing & Homeless Services to support individuals facing food insecurity and housing instability. Clients in HOPWA (Housing Opportunities for Persons With AIDS) will receive food security support tailored to their housing situations. This coordination reduces duplication, leverages existing food distribution, and enhances healthcare by integrating nutrition into HIV/AIDS treatment. It also increases long-term stability by linking clients to employment, financial literacy, and housing programs. By working with community partners, the Food Is Medicine program strengthens existing resources while addressing food security gaps for individuals with HIV/AIDS in Pinellas County. The goal is long-term food security, ensuring clients have sustainable access

to nutritious food beyond emergency assistance. Skills learned—meal planning, budgeting, and cooking—empower clients to maintain health and well-being, extending the program’s impact far beyond the grant period.

Please upload Collaborative Letter



Collaborative Letter

***No files uploaded*

D. Scope of Services

Completed by erinrichards@empathhealth.org on 4/2/2025 10:52 AM

Case Id: 18851

Name: EPIC 2025-2026

Address: *No Address Assigned

D. Scope of Services

Please provide the following information.

Program Specifics

D.1. Describe the proposed program. Services to be delivered should be clearly identified. Include information regarding evidence-based practices or best practice models used, if applicable.

The Food Is Medicine program provides a case-managed approach to food insecurity among people living with HIV/AIDS in Pinellas County. Unlike standard food distribution, this program offers personalized support to meet both immediate food needs and long-term nutritional health. Services include: • Personalized meal planning, budgeting, and food shopping: Clients receive guidance on healthier food choices within their budget, with hands-on grocery shopping support. • Cooking education and workshops: Teaching clients skills to prepare nutritious meals independently. • Integrated linkages with medical case managers: Ensuring food access aligns with HIV/AIDS treatment plans to support medication adherence. • Long-term resource navigation: Connecting clients to sustainable food security solutions rather than one-time assistance. This model is based on best practices in chronic disease management and nutrition education, addressing root causes of food insecurity while building lasting self-sufficiency. The program integrates proven strategies that demonstrate the impact of nutrition interventions on health outcomes, including: • MANNA Model (Philadelphia, PA): Medically tailored meals reduce hospital visits and healthcare costs for people with chronic conditions, including HIV/AIDS. • UCSF Food Is Medicine Initiative: Studies show food insecurity leads to poor medication adherence and worse health. Nutrition education and meal planning improve both. • Project Angel Food (Los Angeles, CA): Integrating food support with case management stabilizes health and reduces hospitalizations for people with HIV/AIDS. • SNAP-Ed Nutrition Education: Combining nutrition education with food assistance improves diets, self-sufficiency, and reduces reliance on emergency food services. By leveraging these successful models, Food Is Medicine will improve food security and health outcomes. Clients receive both immediate relief and long-term tools for stability and well-being.

D.2. What will the funding be used to purchase or pay for to support the program? This should align with the attached Annual Budget and Operational Narrative and the selected priority area (A.12. of the application). Include how does this funding request supplement, not duplicate, current program funding?

Funding Utilization The requested funding will be allocated as follows: • Hiring a Dedicated Food Case Manager o A full-time Food Case Manager will provide case management and coordinate personalized meal planning, budgeting, food shopping, and nutrition education. o Salary & Fringe: \$45,000 salary + \$12,150 fringe = \$57,150 • Cooking Workshops & Nutrition Education o Funds will be used to facilitate workshops, including purchasing materials and supplies. • Food Purchases for Clients o This program will serve at least 63 HIV-positive clients and their households, who will participate in one of three 21-week sessions during the grant period. o Food Supplies: The estimated cost is \$1,401 per household for the full program. o Total Cost: \$88,300 (for 63 unduplicated households). • Operational Expenses for Transportation (Total: \$2,600) o Mileage: 200 miles per month @ \$0.585 = \$1,400 o Fuel for Van: \$100 per month = \$1,200 o Staff will use a combination of their personal vehicle and the van to support clients. The van may also be used to transport clients who lack access to transportation. • Operational Expenses for Supplies (Total: \$1,400) o Miscellaneous supplies such as nutritional brochures, reusable grocery bags, and educational materials. • Operational Expenses for Communications

(Total: \$550) o One staff cell phone, estimated at \$45 per month. Program Impact & Unique Approach The Food Case Manager will play a key role in: • Developing partnerships with healthcare providers to integrate nutritional support with HIV/AIDS treatment plans. • Connecting clients to long-term food security resources, such as sustainable community programs and services. This funding request supplements, rather than duplicates, existing food assistance programs. While general food distribution programs provide immediate relief, this initiative enhances those services through case management, nutrition education, and long-term resource planning—ensuring sustained food security and improved health outcomes. We are not aware of any other agency in Pinellas County offering this level of integrated food security services specifically tailored for individuals living with HIV/AIDS. This program fills a critical gap by combining direct food assistance with skill-building and case-managed support, promoting long-term self-sufficiency for clients.

D.3. Describe program services including frequency, duration and intensity. Example: Weekly financial literacy sessions for 20 clients for 6 months or completion of curriculum.

The Food Is Medicine program will provide the following services: • Personalized Meal Planning & Budgeting: Clients will meet with the Food Case Manager bi-weekly for 21 weeks to develop tailored meal plans that fit their health and financial needs. • Cooking Education & Workshops: These will be held weekly for 20 clients over the course of the program. Each workshop will last 1.5 hours and focus on preparing nutritious meals on a budget. One key area of focus within the workshops will be smart shopping techniques, where clients will learn how to navigate grocery stores, select affordable and nutritious items, and manage their grocery shopping within budget constraints. • Medical Case Management Integration: Monthly check-ins will be conducted between the Food Case Program Manager and healthcare providers to ensure nutrition is integrated into HIV/AIDS care plans. • Resource Navigation: The program will provide continuous support throughout the 21-week period, helping clients connect to local sustainable food resources. A large portion of the program's budget will be dedicated to purchasing food for clients to address smart shopping techniques. This will include providing grocery direct food purchases to ensure clients can access the healthy and nutritious foods needed to manage their condition while adhering to their HIV/AIDS treatment plans.

D.4. What is the target population and eligibility criteria for the program?

The Food Is Medicine program targets individuals living with HIV/AIDS in Pinellas County who are experiencing food insecurity. Eligibility criteria include: • Being a confirmed EPIC case-managed client with an HIV/AIDS diagnosis. • Residing in Pinellas County. • Experiencing food insecurity, as determined through the program's intake process and self-identification survey. • Willingness to participate in nutrition education, smart shopping, cooking classes, and budgeting support. This program is designed to provide comprehensive, case-managed support to individuals who face food insecurity, helping them achieve long-term stability and improved health outcomes.

D.5. Provide the geographic service area(s) and hours and days for the program during contract period.

EPIC accepts clients from anywhere within Pinellas County. This program will be provided at/from the EPIC ASAP campus located at 3050 1st Ave S, St. Petersburg, FL 33712. The surrounding zip codes include 33705, 33707, 33711 and 33713. The program will serve individuals in Pinellas County, Florida. Our offices are located near a bus stop. The service hours will be as follows: • Program Office Hours: Monday to Friday, 10:00 AM to 4:00 PM. • Cooking & Budgeting Workshops and Education: TBD, upon award, we be scheduling this on an individualized basis, including group sessions. • Client Case Management: Weekly meetings with clients will be scheduled based on availability, during office hours.

D.6. Describe the program staff, including qualifications, expertise, and credentials, if required.

The program will be led by a Food Case Manager, whose qualifications include: • Bachelor's degree in Social Work, Public Health, Nutrition, or a related field. • At least 2 years' experience in case management, food security programs, or HIV/AIDS support services. • Strong understanding of food assistance programs, budgeting, and nutrition education, including familiarity with Pinellas County's food insecurity landscape and community resources. • Certification in

nutrition, health coaching, or related fields. • Bilingual (Spanish, Creole, or other languages spoken in the community) is an asset. • Please see the attached Job Description uploaded. The program will involve collaboration with medical case managers, registered dietitians, and community partners like Feeding Tampa Bay and St. Petersburg Free Clinic, ensuring holistic client support. This multidisciplinary team will be trained to address the unique needs of individuals with HIV/AIDS, promoting long-term health outcomes. Our Executive Director has over 28 years in the HIV/AIDS field, with expertise in program management and operational expansions. She has in-depth knowledge of human services, regulatory requirements, federal funding, and substance abuse counseling. This program will be supervised by our Case Management & Business Development Manager for EPIC, who has over 20 years of experience with EPIC and working with low-income, mentally ill, and HIV-positive populations. She has supervised staff, provided crisis intervention, and ensured accurate documentation for case management and grant reporting. Both the Executive Director and Case Management & Business Development Manager will oversee the launch of this initiative, ensuring grant compliance and successful implementation.

E. Program Outcomes and Goals

Completed by erinrichards@empathhealth.org on 4/2/2025 9:34 AM

Case Id: 18851

Name: EPIC 2025-2026

Address: *No Address Assigned

E. Program Outcomes and Goals

Please provide the following information.

E.1. Describe the goal(s) of the program using the Program Goals and Outcomes Template [Program Goals and Outcomes Template](#). Please download, complete, and upload below. Include for each goal being addressed:

- **Outcomes** - *Describe the changed state in the program participants or broader community that can be measured and identified. Include % change.*
- **Indicators** - *Identify qualitative and quantitative indicators to measure the outcomes.*
- **Methods of Evaluation** - *Identify how these outcomes will be measured (e.g. surveys, staff observation, program plans, assessments, self-reports.*
- **Measurement Intervals** – *Identify when the measures will be captured. (The goals and objectives must be measurable within a twelve (12) month period.)*



Outcomes and Goals Template Save as Outcomes and Goals Agency name *Required

Outcomes and Goals ASAP EPIC.pdf

E.2. What information will be collected to demonstrate program success?

To demonstrate the success of the program, the following data will be collected: 1. Food Insecurity: Reduction in food insecurity will be measured using validated screening tools (e.g., USDA Food Security Questionnaire or EPIC developed Questionnaire) before and after program participation. 2. Health Markers: CD4 counts, and viral loads will be monitored to assess the impact of the program on participants' health. 3. Medication Adherence: ART adherence rates will be tracked before and after participation to measure improvement in medication adherence. 4. Self-Sufficiency: Participants' confidence in meal planning, budgeting, and independent food procurement will be assessed before and after the program. 5. Engagement and Retention: Participant engagement will be tracked to identify barriers to retention. Data on participation rates in key activities (workshops, meal planning, cooking classes) and program completion will be collected, with a goal of 90% participation and 75% completion by week 21. Engagement will be measured at intake, week 11, and week 21, with a follow-up survey at 3 months. 6. Social Determinants of Health (SDOH): Data on housing stability, healthcare access, and employment status will be collected at intake and tracked at weeks 11 and 21, with a 6-month follow-up to assess changes. The goal is for 75% of participants to report improvements in at least one SDOH. 7. Satisfaction: Participant satisfaction will be measured at weeks 11 and 21 through surveys, with a goal of 80% satisfaction and 90% providing actionable feedback for program improvement. 8. Food Security: Pre- and post-program food security surveys, staff case notes, and participant progress reports will be used to track improvements in food security. The goal is for 75% of participants to report improved food security within 6 months. 9. Nutrition Knowledge: Pre- and post-program assessments, along with tracking participation in cooking workshops, will be used to measure improvements in nutrition knowledge. The goal is for 80% of participants to show increased knowledge of nutrition and meal preparation by the end of the program. 10. Budgeting and Meal Planning Skills: Participation in budgeting workshops, pre- and post-program surveys, and staff review of participant meal plans will be used to assess improvement in budgeting and meal planning skills. The goal is for 70% of

participants to develop a sustainable grocery budgeting plan by the end of the program. These data points will be collected at key intervals throughout the program (intake, mid-program, and post-program) and followed up at 6 months to measure long-term success. This comprehensive data collection will allow for tracking progress and evaluating program outcomes effectively.

E.3. Describe how client/individual data is collected. (Please be specific on the platform your program uses if you collect data electronically, and the interval at which data is collected)

EPIC has over 30 years of experience collecting and providing detailed client information for service documentation and reporting. As a Ryan White medical case manager provider, client data is collected using a secure, HIPAA-compliant Electronic Health Record (EHR) system integrated with our case management platform.

1. Platform Used: o Case Management System: This system monitors program participation, tracks progress toward goals, and documents services such as nutrition support, housing assistance, and financial education.

2. Data Collection Process and Intervals: o Intake: □ Data Collected: Demographics, health history, current medication regimen, HIV treatment adherence, and initial food security assessment. □ SMART Goal for Program Outcomes: Measure food insecurity reduction using validated screening tools before and after program participation. Track health markers such as CD4 counts, and viral loads. □ Platform Use: Data is entered by the case manager during the intake session and stored in the client's digital file for tracking. □ Interval: Data is collected once at program entry. o Mid-Program (Week 11): □ Data Collected: Progress toward goals, engagement in activities (e.g., workshops, meal planning), and updates on SDOH factors (e.g., housing, employment). □ SMART Goal for Engagement and Retention: Track engagement, aiming for 90% participation in key activities and 75% program completion by week 21. Engagement is monitored using attendance tracking and surveys. □ Platform Use: Data is updated in the EHR, with mid-program challenges and changes logged by the case manager. □ Interval: Data collected at week 11, with a follow-up survey for participant feedback. o Post-Program (Week 21): □ Data Collected: Final assessment of food security, nutrition knowledge, meal planning, budgeting, and health outcomes (e.g., HIV adherence). □ SMART Goal for Satisfaction: Conduct satisfaction surveys, aiming for 80% satisfaction at weeks 11 and 21. □ Platform Use: Data is entered into the EHR, including satisfaction surveys and outcome assessments. □ Interval: Data collected at program completion (week 21). o 6-Month Follow-Up: □ Data Collected: Long-term impact, including sustained improvements in food security, budgeting, and health outcomes. □ SMART Goal for Tracking SDOH: Collect SDOH data at intake and track changes at 6 months. Aim for 75% of participants to report improvement in at least one key SDOH factor. □ SMART Goal for Program Outcomes: Track continued progress in health markers and ART adherence. □ Platform Use: Follow-up data entered into the EHR with a focus on sustained health and SDOH changes. □ Interval: Data collected 6 months post-program.

3. Data Collection Tools: o Surveys: Electronic surveys are used at intake, mid-program, post-program, and at 6 months to measure satisfaction, engagement, and progress. o Case Manager Documentation: Ongoing updates are made to the client's digital file, tracking interactions, progress, and any adjustments to the case plan. o Health Outcome Data: Medication adherence and other health metrics are monitored in collaboration with medical case managers.

4. Data Security: o All client data is securely stored in the EHR system with strict adherence to HIPAA regulations. Regular audits ensure data accuracy and integrity. By collecting data at multiple intervals—intake, week 11, week 21, and 6 months—EPIC ensures comprehensive tracking of client progress, allowing for timely adjustments and evaluation of program effectiveness. This data-driven approach supports the achievement of SMART goals related to food insecurity, health outcomes, medication adherence, self-sufficiency, SDOH, and participant satisfaction. Additional program metrics are listed in the Outcomes and Goals template, see attachment.

F. Budget

Completed by erinrichards@empathhealth.org on 4/2/2025 9:35 AM

Case Id: 18851

Name: EPIC 2025-2026

Address: *No Address Assigned

F. Budget and Financial Sustainability

Please provide the following information.

F.1. Total Agency budget for entire organization (local) This should be the largest amount.

\$12,826,000.00

F.2. Total Program budget. Amount currently allocated to fund the program with the requested Social Action Funding.

\$15,000.00

F.3. Total Pinellas County Social Action Funding request.

\$150,000.00

F.4. What percentage of the program budget will be funded with Pinellas County Social Action Funding?

0.00%

F.5. What other funders also financially support this program? To include the amount of funding and what those funds are used for.

There are no additional funding sources for this program. However, EPIC will provide \$15,000 in in-kind support to cover administrative and overhead expenses.

F.6. What other Pinellas County funding does the organization receive for any and all programs?

Pinellas County funding includes TBRA (Tenant-Based Rental Assistance) from the Department of Health and the City of Tampa. Additionally, Mental Health and Part Case Management funding is received from Hillsborough County but is used to support programs in Pinellas.

F.7. Describe the organizations plan for financial and program sustainability beyond fiscal year 2026.

EPIC is dedicated to ensuring both financial and programmatic sustainability beyond fiscal year 2026 through a multi-faceted approach. This strategy leverages diverse funding sources, community partnerships, and internal resources while maintaining a focus on long-term impact and continued service to our clients.

1. Diversified Funding Streams: o EPIC will continue to expand and diversify its funding base, recognizing that financial sustainability requires a balanced portfolio. In addition to traditional grant funding from government agencies and private foundations, we will further cultivate individual and corporate donors. As a part of Empath Health, EPIC also benefits from their robust fundraising efforts, which will remain an essential component of our sustainability strategy. o A key part of our strategy is increasing our capacity to write and secure new grants. EPIC's team, with the support of our Grants Specialist, will target both local and national funding opportunities to ensure continued program support. Through the effective use of grant writing, we can address emerging needs and secure the necessary resources to maintain high-quality services.

2. Suncoast Foundation and Community Engagement: o EPIC is fortunate to partner with the Suncoast Foundation, which acts as our fundraising arm. This partnership is pivotal to our ongoing sustainability. The Suncoast Foundation will continue to help mobilize fundraising efforts, secure donations, and expand our donor base. Through their established networks and

fundraising expertise, we are confident in our ability to grow and sustain critical program support. o Additionally, we will continue to strengthen relationships with local businesses and community organizations, ensuring that EPIC remains integrated within the broader social services ecosystem. In-kind contributions, including goods and services from community partners, will be a key focus to reduce operational costs and stretch program funds further. 3. 340B Pharmacy as a Sustainable Revenue Source: o EPIC's 340B pharmacy program provides a vital revenue stream, directly benefiting our Ryan White clients. These funds are specifically allocated to address healthcare-related needs, such as medication co-payments, transportation assistance, and insurance support. While these funds cannot be used for general operating expenses, they are instrumental in meeting the immediate health needs of our clients and improving their overall quality of life. o As the landscape of the HIV/AIDS epidemic evolves, we are also expanding our services to include social determinants of health (SDOH) and emerging non-HIV STI concerns. This diversification ensures that our services continue to meet the needs of our clients while allowing us to grow our impact in the community. 4. Maximizing Resources through In-Kind Contributions and Cost Reduction: o EPIC will continue to leverage in-kind contributions from local businesses, private donors, and community partners. These contributions, along with strategic partnerships that help reduce purchasing costs, will be a cornerstone of our financial sustainability. These efforts will be complemented by our ongoing ability to mobilize volunteer support, which reduces staffing costs while extending our reach and impact in the community. o Last year, 49 volunteers contributed 1,322 hours of service, valued at \$42,047.55. Volunteers play an essential role in delivering our programs, and we will continue to engage them to ensure the success of our initiatives. 5. Linking Clients to Emergency Assistance and Holistic Support: o EPIC's holistic approach to client care is integral to improving overall quality of life. Linking clients with emergency assistance for food and personal need items is critical to addressing the immediate challenges they face, particularly for those with multiple needs. These services make EPIC an ideal "one-stop-shop" for individuals seeking comprehensive support. o We will continue to focus on providing access to nutrition support, housing assistance, and other emergency services, which are key to addressing social determinants of health and ensuring the well-being of our clients. 6. Public Awareness and Advocacy: o Public awareness and advocacy efforts will remain central to our financial sustainability. EPIC will continue to build relationships with policymakers, the general public, and stakeholders in the community to ensure the importance of our services is recognized and supported. This will include advocating for policy changes that address the needs of our population and ensuring that funding remains accessible to support these essential programs. 7. Capacity Building and Efficiency Improvements: o EPIC is committed to improving operational efficiency through capacity-building efforts, such as enhancing our case management tools, expanding staff training, and investing in new technology. These efforts will ensure that EPIC can maintain a high level of service delivery while optimizing resource use. o We will also continue to explore new opportunities for program expansion, ensuring that our services align with emerging needs in the community, such as addressing the growing demand for mental health and social services. Through these combined efforts—diversified funding streams, partnerships with the Suncoast Foundation, a focus on grant writing, maximizing in-kind contributions, volunteer engagement, and the sustainable revenue generated by our 340B pharmacy—EPIC is confident in its ability to secure both financial and programmatic sustainability well beyond fiscal year 2026. These strategies are designed to create a lasting impact on our clients and the community, ensuring EPIC's continued success in providing critical services.

F.8. Please download and complete the [Annual Budget](#) form.



Annual Budget Narrative *Required

Annual Budget Report ASAP EPIC.xlsx

G. Required Documents

Completed by erinrichards@empathhealth.org on 4/2/2025 9:37 AM

Case Id: 18851

Name: EPIC 2025-2026

Address: *No Address Assigned

G. Required Documents

Please upload the following documents.

Documentation



Proof of 501(c)(3) status save as 501c3 Agency name *Required

501c3 ASAP EPIC.pdf



Proof of incorporation in the State of Florida for at least one (1) year Save as Incorporation Agency name

***Required**

Incorporation ASAP EPIC.pdf



Most Recent Financial and Single Audit (required if available) or IRS Form 990 (only if audit unavailable) Save as Audit Agency name *Required

AUDIT ASAP EPIC.pdf



W-9 with legal name which matches that of applicant name Save as W9 Agency name *Required

W9 ASAP EPIC.pdf



Current Certificate of Insurance Save as Insurance Agency Name *Required

Insurance ASAP EPIC.pdf



Completed [Internal Control Checklist](#) Save as Internal Control Checklist Agency name *Required

Internal Control Checklist ASAP EPIC.pdf

☒ [Annual Budget Report](#) Save as Annual Budget Agency name ***Required**

Annual Budget ASAP EPIC.pdf

☒ [Outcomes and Goals Template](#) Save as Outcomes and Goals Agency name ***Required**

Outcomes and Goals ASAP EPIC.pdf

☐ [Current state licenses or registrations](#)

****No files uploaded**

☒ [Local Agency Organizational Chart](#) Save as Org chart Agency name ***Required**

Org Chart ASAP EPIC.pdf

☒ [Program Job Descriptions, if funding supports salaries if applicable](#) Save as Job Descriptions Agency name

Job Descriptions ASAP EPIC.pdf

☐ [Housing First Checklist, if applicable](#) Save as Housing First Agency name

****No files uploaded**

☐ [Shelter Entrance Criteria, if applicable](#) Save as Shelter Entrance Criteria Agency name

****No files uploaded**

☒ [Data Control Questionnaire](#) Save as Data Control Questionnaire Agency Name ***Required**

Data Control Questionnaire ASAP EPIC.pdf

☒ [HS E-Verify Affidavit](#) Save as Everify Agency name ***Required**

Everify ASAP EPIC.pdf

☒ [Board Member List, Including mailing and email addresses and phone numbers, if applicable](#) Save as Board Members Agency name

Board Members ASAP EPIC.pdf

☐ **Accreditation, if applicable Save as Accreditation Agency name**

***No files uploaded*

☒ **Human Trafficking Affidavit Save as Human Trafficking Agency Name *Required**

Human Trafficking ASAP EPIC.pdf

☒ **Travel / Mileage policy if funding is requested Save as Travel policy Agency name**

Travel policy ASAP EPIC.pdf

☒ **Conflict of Interest Policy if available Save as Conflict of Interest Agency name**

Conflict of Interest ASAP EPIC.pdf

☐ **Program Policy and Procedures if available Save as Program Policy and Procedures Agency Name**

***No files uploaded*

Submit

Completed by erinrichards@empathhealth.org on 4/2/2025 10:54 AM

Case Id: 18851

Name: EPIC 2025-2026

Address: *No Address Assigned

Certification

Once an application is submitted, it can only be "Re-opened" by an Administrator.

By clicking submit, I certify that I am an authorized representative of the proposing agency and the information contained in this application is true and accurate to the best of my knowledge and due diligence.

I also understand that applications are limited to one per organization, and if more than one application is submitted by my organization, only the most recent will be considered for funding.

Authorized Representative Signature

Erin Richards

Electronically signed by erinrichards@empathhealth.org on 4/2/2025 10:53 AM

Date Submitted

04/02/2025

Program Description

Completed by william.atkinsoniv@gmail.com on 3/10/2025 11:13 AM

Case Id: 18853

Name: Recovery Epicenter Foundation

Address: *No Address Assigned

Program Description

Please provide the following information.



Social Action Funding Application for the funding period of October 1, 2025 - September 30, 2026

**Pinellas County Board
of County
Commissioners**
Human Services
440 Court St, 2nd Floor
Clearwater, FL 33756

Pinellas County Human Services is accepting applications from qualified non-profit organizations desiring to provide social services to low-income residents of Pinellas County.

The Social Action Grant Program provides funding to social service organizations for priority services that directly support Pinellas County.

The attached Social Action Grant Program application instructions outline the competitive process for the selection of organizations to receive Social Action Funding Grants as allocated by the Pinellas County Board of County Commissioners (Board) for FY 2026

Funding applications are limited to a minimum of \$10,000.00 and a maximum of \$150,000.00. Only one (1) application may be submitted per agency. Applicants may apply for either a large award (\$100,000.00 - \$150,000.00), or a small award (\$10,000.00 - \$99,999.00). A maximum of five large awards will be made, with the remainder of funding allocated to small awards. The amount requested does not guarantee an award. Actual awards will be based on the recommendation of the review committee and approval of the Board. The funding priorities for the Social Action Grant Program are:

- **Food and Nutritional Services:** including food banks, meal delivery, congregate dining, and related supportive services.
- **Homeless Prevention and Supportive Services:** including homeless outreach and engagement, prevention and diversion services, system navigation, and shelter and housing support.
- **Healthcare and Human Services for Disadvantaged Residents:** including, but not limited to, specialized healthcare services, workforce development, life skills training and support, transportation or mobility assistance, chore services, health and hygiene support, and specialized mentoring or educational programs for

disadvantaged populations.

- **Supportive Services for an Aging Population:** any of the above listed types of programs or additional supportive programs targeted to an aging population.

The submission deadline for all applications is April 4, 2025 at 4:00 PM (no exceptions). Organizations must utilize the online application through the Neighborly System. Please allow ample time for submission and technological challenges, as late applications will not be accepted. For questions regarding your application, please contact: Amanda Craft at acraft@pinellas.gov.

ELIGIBILITY CRITERIA

- ☒ The applicant organization must agree to the terms and conditions contained in the Pinellas County Social Action Program Agreement. **NO EXCEPTIONS** to the terms and conditions of the agreement will be permitted. The County reserves the right to update these terms and conditions from time to time and as needed to meet the needs of the County.

DISCLAIMER

- ☒ Pinellas County Government reserves the right to: 1) cancel the application process; 2) accept or reject any or all applications received; 3) waive any non-substantive deficiency or irregularity, waive or remedy any technical or immaterial errors; 4) request any necessary clarifications of proposal data without changing the terms of the proposal; 5) negotiate with any qualified applicant; 6) award a contract in what it believes to be the best interest of the County; 7) cancel the request, in part or its entirety, if it is deemed to be in the best interest of the County; 8) reject the program of any applicant that has previously failed to perform properly; 9) reject the program of any applicant who has failed to complete a contract within the specified timeframe; 10) reject the program of any applicant that is not in a position to fulfill a resulting contractual obligation.

EXCLUSIONS

The following are not eligible for Social Action Grant funding:

1. Capital Expenses
2. Improvements to Real Properties
3. Indirect Cost Rate (e.g. a fixed % of the program budget; direct costs are allowable)
4. Research studies or technical assistance
5. Employee or volunteer incentives
6. Legal fees or any expenses specifically related to criminal activity including court costs, citations, restitution, child support, alimony, or immigration related expenses
7. Alcohol, tobacco, firearms or lottery tickets
8. Expenses related to immigration or returning to country of origin
9. Gift Cards
10. Money orders
11. Property taxes
12. Vehicle purchases

FATAL CRITERIA

- Agency has not been incorporated in the State of Florida for a minimum of one (1) year.
- Agency does not have a 501 (c) (3) status for a minimum of one (1) year.
- Agency is not in compliance with an existing County contract at the time of submission.
- Agency's proposal is under/over the minimum (\$10,000.00)/ maximum (\$150,000.00).
- Application is late (system will not allow incomplete or late submissions).
- Application does not include a budget.

Please [CLICK HERE](#) to download a copy of the full program description.

☒ I acknowledge that I have clicked the above link and reviewed all program documentation.

Please [CLICK HERE](#) to download a copy of the Agreement.

☒ I acknowledge that I have clicked the above link and reviewed and agree to all terms.

Please [CLICK HERE](#) to view Frequently Asked Questions

NOTE: Incomplete applications will not be accepted by the system.

Eligibility

Completed by william.atkinsoniv@gmail.com on 3/10/2025 11:14 AM

Case Id: 18853

Name: Recovery Epicenter Foundation

Address: *No Address Assigned

Eligibility

Please provide the following information.

1. Is the applicant organization a non-profit 501 (c) (3) organization for at least one (1) year and incorporated in the State of Florida for at least one (1) year prior to date of application? The program is funded by local tax revenue. As such, publicly funded organizations are not eligible for awards under this solicitation.

Yes

2. Is the applicant organization the organization providing the proposed services? Subcontracting of contractual services is prohibited.

Yes

3 Do the proposed programs/services serve residents of Pinellas County?

Yes

4. Is the mission of the applicant organization consistent with the goals of the Social Action Grant Program to address the health, economic, and social well-being of Pinellas County residents in need of assistance? The applicant organization must not discriminate against any applicant for employment or employee with respect to hire, tenure, terms, conditions or privileges of employment or any matter directly or indirectly related to employment or against any client because of age, sex, race, ethnicity, color, religion, national origin, disability, marital status, or sexual orientation.

Yes

5. Does the applicant organization discriminate against any person on the basis of age, sex, race, ethnicity, color, religion, national origin, disability, marital status or sexual orientation in admission, treatment, or participation in its programs, services and activities?

No

6. Do the programs proposed by faith-based organizations have a secular purpose, and do not require worship or religious instruction activities? Services provided by faith-based organizations must be available to all Pinellas County residents, not solely for congregation members.

N/A

7. Are you an individual seeking financial assistance for yourself or another individual?

No

A. Agency Information

Completed by william.atkinsoniv@gmail.com on 3/10/2025 1:56 PM

Case Id: 18853

Name: Recovery Epicenter Foundation

Address: *No Address Assigned

A. Agency Information

Please provide the following information.

LEGAL AGENCY INFORMATION (FOR CONTRACT)

A.1. Legal Organization Name

Recovery Epicenter Foundation

A.2. DBA (if applicable)

A.3. Legal Address

316 S Betty Lane Clearwater, FL 33756--5812

PROJECT INFORMATION

A.4. Program Name/Project Title

The Pinellas Recovery Ecosystem Project (PREP)

A.5. Summary - provide a brief summary of program and how funding would be utilized.

Two housing insecure dedicated beds at the Pinellas Catchers Mitt, the regions original peer respite center, and funding to help the housing insecure transition into long term recovery housing. Participants can enter the Catchers Mitt from a shelter or directly from homelessness, and will be required to obtain work through a staffing agency, day labor, or regular employment while at the Catchers Mitt, to be eligible for recovery housing support.

A.6. Physical Program Address

316 S Betty Ln Clearwater, FL 33756--5812

A.7. Program Manager First Name

William

A.8. Program Manager Last Name

Atkinson

A.9. Program Manager Title

Executive Director

APPLICATION CONTACT INFORMATION

A.19. First Name

William

A.20. Last Name

Atkinson

A.21. Contact Person/Title

Executive Director

A.22. Contact Email

Will@recoveryepicenterfoundation.org

A.23. Telephone

7276083823

A.24. Executive Officer with signing authority First Name

William

A.25. Executive Officer with signing authority Last Name

Atkinson

A.26. Executive Officer Title

Executive Director

A.27. Executive Officer Email

Will@recoveryepicenterfoundation.org

A.28. Executive Officer Phone Number

(727) 608-3823

A.10. Program Manager Email

Will@recoveryepicenterfoundation.org

A.11. Program Manager Phone Number

(727) 608-3823

A.12. Social Action Funding Priority Area

Note: Only one (1) application may be submitted per organization. If more than one is submitted, only the first will be considered for funding.

Homeless Prevention and Supportive Services

A.13. Funding Category **ONLY SELECT ONE**

☐ \$10,000.00-\$99,999.00

☒ \$100,000.00-\$150,000.00

A.14. Total Amount Requested

Note: Max request is \$150,000.00

\$150,000.00

A.15. Taxpayer/Employer ID

46-5272217

A.16. Unique Entity Identifier (UEI- Federal SAM.GOV Number, if registered

A.17. Date of incorporation in Florida

03/31/2014

A.18. Date of 501(c)(3) Status

12/04/2015

B. Organization Profile

Completed by william.atkinsoniv@gmail.com on 3/10/2025 2:18 PM

Case Id: 18853

Name: Recovery Epicenter Foundation

Address: *No Address Assigned

B. Organization Profile

Please provide the following information.

B.1. Describe how the mission and purpose of the agency align with the funding priority area.

Recovery Epicenter Foundation's mission is to remove obstacles to long term recovery with peer based solutions for substance use disorders. Our purpose aligns with Homeless Prevention and Supportive Services, because a majority of housing insecure residents in Pinellas County report a substance use disorder, as well as indicate they could benefit from these supports. Our purpose also aligns with Healthcare and Human Services for Disenfranchised Residents, and Supportive Services for an Aging Population, due to substance use disorders not discriminating based on age and because our programs focus on the disenfranchised population. Pinellas residents with means already have options to get help.

B.2. Describe your board membership and how the board is reflective of the target population.

Our Board of Directors is organized to be entirely comprised of people in recovery from a substance use disorder and or family member of someone with a substance use disorder. Right now we are 75% people with lived experience, and 25% allies to recovery with a family member with lived experience.

B.3. Explain the organization's experience relevant to the proposed priority area.

Recovery Epicenter Foundation has been providing recovery support services for Pinellas County since 2014, becoming a recognized Recovery Community Organization in 2017. In 2021 we received a subcontract from Central Florida Behavioral Health Network to provide peer support services and outreach, and in 2023 we opened the regions first peer respite center named the Catchers Mitt, who has helped over 1,000 Pinellas Residents escape homelessness, reducing emergency room visits and overdoses since opening.

B.4. Describe your onboarding process and program implementation timeline across the organization and for this program.

Currently our Peer Respite Center in Clearwater Florida has the bed capacity to provide 18 respite beds for the community. 10 beds are covered through a Grant with Baycare. Thanks to Pinellas County, and in collaboration with Pinellas County Quick Response Team, we have recently received temporary funding for 2-3 beds per month designated for the sole use of Gulf Coast Family Services QRT participants. And, Live Tampa Bay Supports participants who stay longer than the 10-14 days allowable. Even with all of the support we are getting, we have the capability to immediately provide the services described in this proposal by bringing on additional staff, and by helping participants move on to long term sustainable housing quicker through the process of this grant opportunity.

C. Community Needs

Completed by william.atkinsoniv@gmail.com on 3/10/2025 2:56 PM

Case Id: 18853

Name: Recovery Epicenter Foundation

Address: *No Address Assigned

C. Community Needs

Please provide the following information.

C.1. Clearly identify the need to be addressed through the proposed program.

Participants of the Catchers Mitt are not showing up "on a winning streak," and the number of disenfranchised people in Pinellas County is growing. The peer respite center is an alternative to homelessness and emergency services for Pinellas County residents who do not have the means to check themselves into a private facility. By providing non-medical stabilization and combining that with access to long term recovery housing through the scholarship proposed, we will be providing an off ramp for participants who otherwise would be experiencing housing insecurity and further contributing to the burden on emergency services.

C.2. Provide current supporting statistics or data specific to Pinellas County such as needs assessments, interviews, waiting lists, surveys, trends and/or analyses to demonstrate the need described in C1.

We have our own data through a call log that we started tracking in September of 2024. Please see 2024, and 2025 attached under the C.4 section

C.3. Is the program new and innovative, or is funding sought to expand capacity or service in an existing program, or continuation of current funding? No points to be assessed for this question.

Expand Capacity or Service

C.4. If new and innovative, discuss what is currently being done in the community to address the need and how this program differs to provide better results. If expanding capacity, describe the current services available in the community, numbers unserved, and how the proposed program will reduce the number of unserved. If continuation of funding discuss what has been done to obtain alternate funding?

The total number of underserved in this capacity is unknown. What is known is that homelessness is growing, and that the Catchers Mitt is already showing results in helping people with a substance use disorder avoid the trap of homelessness and or helping people escape homelessness. This proposal would give additional capacity as well as reduce the number of days spent by participants at the facility, as they could come in, gain employment, and immediately be placed in a recovery home for long term care. Currently they come in, have to look for work, and we have to either house them until they are able to afford the entrance fee for a recovery home, or we use existing limited donations to help with the entrance fee. Sometimes, participants are not able to generate enough income in the two weeks given to them to support themselves and they are returned to housing insecurity.

If currently funded, please provide outcomes/utilization/success?



Outcomes/Utilization/Success

The Mitt Participant Log - Google Sheets.pdf

Catcher's Mitt Call Log Data 2024 - Google Sheets.pdf

Catcher's Mitt Call Log 2025 - Google Sheets.pdf

C.5. Describe how the proposed program will coordinate with existing programs in the community. If program is working with partners, please include a collaborative letter showing how both sides would be working on project.

We already work with the majority of recovery homes throughout Pinellas County and that level of partnership would continue. We also already work with a majority of acute care treatment providers and that level of partnership would continue. We would just be expanding how much we can do for our participants through this proposal. Florida Association of Recovery Residences accredited programs would be our priority for scholarship recovery home placement, with Oxford homes being a close second. Non-accredited homes would continue to be a housing option of last resort.

Please upload Collaborative Letter



Collaborative Letter

***No files uploaded*

D. Scope of Services

Completed by william.atkinsoniv@gmail.com on 3/17/2025 1:59 PM

Case Id: 18853

Name: Recovery Epicenter Foundation

Address: *No Address Assigned

D. Scope of Services

Please provide the following information.

Program Specifics

D.1. Describe the proposed program. Services to be delivered should be clearly identified. Include information regarding evidence-based practices or best practice models used, if applicable.

The Pinellas Recovery Ecosystem Project (PREP) would provide additional beds at our peer respite center, the Catchers Mitt, as well as the opportunity for two to three weeks of recovery housing program fee scholarships, provided the participant has obtained employment and has the ability to become self sufficient.

D.2. What will the funding be used to purchase or pay for to support the program? This should align with the attached Annual Budget and Operational Narrative and the selected priority area (A.12. of the application). Include how does this funding request supplement, not duplicate, current program funding?

Currently Baycare funding covers 10 dedicated beds, and Live Tampa Bay provides some supplemental support for participants who need more time. Recently, as of March 1st 2025, 2-3 Pinellas QRT beds are available for placement through Gulf Coast JFCS. With this grant opportunity we can expand our number of beds available and reduce the number of days participants spend at the Mitt, because they would now have an in house funding solution to help them reach the next stage.

D.3. Describe program services including frequency, duration and intensity. Example: Weekly financial literacy sessions for 20 clients for 6 months or completion of curriculum.

2 beds at the Catchers Mitt, reduced to a week of service on average for Pinellas Recovery Ecosystem Project (PREP) participants, totaling an additional 56 days of coverage at the Mitt, available to an additional 8 people per month. Over the course of the year, that will help an additional 96 people. Those same 96 participants will have access to scholarship opportunities at local recovery homes, providing two to three weeks of program fee support while the participant is waiting for their first check from their job. In the Catchers Mitt's first year of operation we were able to help 394 individual participants. This project would provide a 25% improvement in number of people served.

D.4. What is the target population and eligibility criteria for the program?

Our target population are Pinellas County citizens experiencing, and or at risk of homelessness due to their untreated substance use disorders. Those who need a medical detox, or higher levels of care will be referred to the higher of levels of care, and this service will provide more short term rapid rehousing opportunities for lower socio-economic citizens of Pinellas county who want and are in need of a non-medical stabilization.

D.5. Provide the geographic service area(s) and hours and days for the program during contract period.

Our Peer Respite Center is located in Clearwater, but we provide services for all of Pinellas County twenty four hours a day seven days a week.

D.6. Describe the program staff, including qualifications, expertise, and credentials, if required.

Recovery Epicenter Foundation's Executive Director, William Atkinson, is a Certified Recovery Residence Administrator (CRRRA), Certified Recovery Support Specialist (CRSS), and a Peer Specialist Trainer. Our Chief Operations Officer, Lindsey McKeown, is a CRRRA, CRPS, CRPS Trainer, and CRPS Supervisor. Our Peer Respite Director, Teresa Mancuso, is a CRPS and CRPS Trainer. Our staff are people with lived experience who can pass a level two background screening, have over two years of abstinence from mind altering substances, and who are CRPS' themselves or in the process of gaining that certification.

E. Program Outcomes and Goals

Completed by william.atkinsoniv@gmail.com on 3/17/2025 2:10 PM

Case Id: 18853

Name: Recovery Epicenter Foundation

Address: *No Address Assigned

E. Program Outcomes and Goals

Please provide the following information.

E.1. Describe the goal(s) of the program using the Program Goals and Outcomes Template [Program Goals and Outcomes Template](#). Please download, complete, and upload below. Include for each goal being addressed:

- **Outcomes** - *Describe the changed state in the program participants or broader community that can be measured and identified. Include % change.*
- **Indicators** - *Identify qualitative and quantitative indicators to measure the outcomes.*
- **Methods of Evaluation** - *Identify how these outcomes will be measured (e.g. surveys, staff observation, program plans, assessments, self-reports.*
- **Measurement Intervals** – *Identify when the measures will be captured. (The goals and objectives must be measurable within a twelve (12) month period.)*



Outcomes and Goals Template Save as Outcomes and Goals Agency name *Required

The Mitt Participant Log - Outcomes Log.pdf

E.2. What information will be collected to demonstrate program success?

Number of days of Homelessness avoided, Recovery Management Plans Developed, BARC-10 Recovery Capital Assessment, Number of services connected to, and where the participant is connected for long term care whether at a recovery home or a treatment program will be documented. Please see uploaded spreadsheet for reference.

E.3. Describe how client/individual data is collected. (Please be specific on the platform your program uses if you collect data electronically, and the interval at which data is collected)

Data is collected through the Recovery Data Platform and through our internal paperwork. From intake, to referral, we are able to capture GPRA data, as well as Recovery Capital Data. Please see uploaded spreadsheet for reference.

F. Budget

Completed by william.atkinsoniv@gmail.com on 3/21/2025 10:40 AM

Case Id: 18853

Name: Recovery Epicenter Foundation

Address: *No Address Assigned

F. Budget and Financial Sustainability

Please provide the following information.

F.1. Total Agency budget for entire organization (local) This should be the largest amount.

\$1,090,000.00

F.2. Total Program budget. Amount currently allocated to fund the program with the requested Social Action Funding.

\$572,000.00

F.3. Total Pinellas County Social Action Funding request.

\$150,000.00

F.4. What percentage of the program budget will be funded with Pinellas County Social Action Funding?

26.00%

F.5. What other funders also financially support this program? To include the amount of funding and what those funds are used for.

Baycare Hospital provides the bulk of our funding. We are in year 3 of a 3 year grant with Baycare. They provide us \$300,000.00 to provide 10 respite beds. Their funding covers rent, utilities, and some staff. Live Tampa Bay provides some funding for us through their bridges not barriers program. We received roughly \$50,000.00 last year from LTB through the police connection grant opportunity they provided. We use to receive funding from Pinellas COSSUP and Pinellas JAG totaling roughly \$100,000.00 last year, but are not receiving those funds this year. We are contracting with the Pinellas Matters opportunity to partner with Gulf Coast JFCS to provide rapid rehousing for Quick Response Team participants. The amount is for \$50,000.00 and will end in September. We only get to draw down on those funds if we provide service for a JFCS participant of the Quick Response Team.

F.6. What other Pinellas County funding does the organization receive for any and all programs?

We just wrapped up a two year Admin Support Grant through the Pinellas Community Foundation totaling \$30,000.00, and we work with The Pinellas Department of Health on a \$22,000.00 grant to provide some outreach support for the problem solving/ drug courts/ Safe Harbor, and really anyone touches by the criminal justice system in some way.

F.7. Describe the organizations plan for financial and program sustainability beyond fiscal year 2026.

We are hopeful to continue working with all of our existing funders into the 2026 fiscal year, as well as expand up that through Opioid Abatement Funding, Central Florida Behavioral Health Network Funding, direct funding from DCF, expanding donations for the organization, and even state appropriations.

F.8. Please download and complete the [Annual Budget](#) form.



Annual Budget Narrative *Required

FY26 Annual Budget Report (Pinellas Prep).xlsx

Printed By: Amanda Craft on 4/4/2025

G. Required Documents

Completed by william.atkinsoniv@gmail.com on 3/24/2025 12:09 PM

Case Id: 18853

Name: Recovery Epicenter Foundation

Address: *No Address Assigned

G. Required Documents

Please upload the following documents.

Documentation



Proof of 501(c)(3) status save as 501c3 Agency name *Required

Tax Exempt Certificate Exp 12-31-2026.pdf



Proof of incorporation in the State of Florida for at least one (1) year Save as Incorporation Agency name *Required

REF Proof of Incorporation.pdf



Most Recent Financial and Single Audit (required if available) or IRS Form 990 (only if audit unavailable) Save as Audit Agency name *Required

REF 990 2023US XRECO2217 Clnt V3 final (2).pdf



W-9 with legal name which matches that of applicant name Save as W9 Agency name *Required

REF W9 10302024.pdf



Current Certificate of Insurance Save as Insurance Agency Name *Required

Insured's-Copy_Recovery-Epicen_2025-26-LIABILI_2-5-2025_1476140474_1.pdf



Completed [Internal Control Checklist](#) Save as Internal Control Checklist Agency name *Required

Internal Control Checklist 2022.docx

☒ [Annual Budget](#) Report Save as Annual Budget Agency name ***Required**

FY26 Annual Budget Report (Pinellas Prep).xlsx

☒ **Outcomes and Goals Template** Save as Outcomes and Goals Agency name ***Required**

The Mitt Participant Log - Outcomes Log.pdf

☐ **Current state licenses or registrations**

****No files uploaded**

☒ **Local Agency Organizational Chart** Save as Org chart Agency name ***Required**

Organizational Chart March 2025.docx

☐ **Program Job Descriptions, if funding supports salaries if applicable** Save as Job Descriptions Agency name

****No files uploaded**

☐ [Housing First Checklist, if applicable](#) Save as Housing First Agency name

****No files uploaded**

☐ **Shelter Entrance Criteria, if applicable** Save as Shelter Entrance Criteria Agency name

****No files uploaded**

☒ [Data Control Questionnaire](#) Save as Data Control Questionnaire Agency Name ***Required**

Data Control Questionnaire.docx

☒ [HS E-Verify Affidavit](#) Save as Everify Agency name ***Required**

REF E-Verify Document 03242025.pdf

☐ **Board Member List, Including mailing and email addresses and phone numbers, if applicable** Save as Board Members Agency name

****No files uploaded**

☐ Accreditation, if applicable Save as Accreditation Agency name

***No files uploaded*

☒ [Human Trafficking Affidavit](#) Save as Human Trafficking Agency Name ***Required**

Human Trafficking Affidavit 03242025.pdf

☐ Travel / Mileage policy if funding is requested Save as Travel policy Agency name

***No files uploaded*

☐ Conflict of Interest Policy if available Save as Conflict of Interest Agency name

***No files uploaded*

☐ Program Policy and Procedures if available Save as Program Policy and Procedures Agency Name

***No files uploaded*

Submit

Completed by william.atkinsoniv@gmail.com on 3/24/2025 12:10 PM

Case Id: 18853

Name: Recovery Epicenter Foundation

Address: *No Address Assigned

Certification

Once an application is submitted, it can only be "Re-opened" by an Administrator.

By clicking submit, I certify that I am an authorized representative of the proposing agency and the information contained in this application is true and accurate to the best of my knowledge and due diligence.

I also understand that applications are limited to one per organization, and if more than one application is submitted by my organization, only the most recent will be considered for funding.

Authorized Representative Signature

William Atkinson

Electronically signed by william.atkinsoniv@gmail.com on 3/24/2025 12:09 PM

Date Submitted

03/24/2025

Program Description

Completed by rob@etaschool.com on 3/25/2025 10:57 AM

Case Id: 18864

Name: Excellerated Teaching Academy

Address: *No Address Assigned

Program Description

Please provide the following information.



Social Action Funding Application for the funding period of October 1, 2025 - September 30, 2026

**Pinellas County Board
of County
Commissioners**
Human Services
440 Court St, 2nd Floor
Clearwater, FL 33756

Pinellas County Human Services is accepting applications from qualified non-profit organizations desiring to provide social services to low-income residents of Pinellas County.

The Social Action Grant Program provides funding to social service organizations for priority services that directly support Pinellas County.

The attached Social Action Grant Program application instructions outline the competitive process for the selection of organizations to receive Social Action Funding Grants as allocated by the Pinellas County Board of County Commissioners (Board) for FY 2026

Funding applications are limited to a minimum of \$10,000.00 and a maximum of \$150,000.00. Only one (1) application may be submitted per agency. Applicants may apply for either a large award (\$100,000.00 - \$150,000.00), or a small award (\$10,000.00 - \$99,999.00). A maximum of five large awards will be made, with the remainder of funding allocated to small awards. The amount requested does not guarantee an award. Actual awards will be based on the recommendation of the review committee and approval of the Board. The funding priorities for the Social Action Grant Program are:

- **Food and Nutritional Services:** including food banks, meal delivery, congregate dining, and related supportive services.
- **Homeless Prevention and Supportive Services:** including homeless outreach and engagement, prevention and diversion services, system navigation, and shelter and housing support.
- **Healthcare and Human Services for Disadvantaged Residents:** including, but not limited to, specialized healthcare services, workforce development, life skills training and support, transportation or mobility assistance, chore services, health and hygiene support, and specialized mentoring or educational programs for disadvantaged populations.

- **Supportive Services for an Aging Population:** any of the above listed types of programs or additional supportive programs targeted to an aging population.

The submission deadline for all applications is April 4, 2025 at 4:00 PM (no exceptions). Organizations must utilize the online application through the Neighborly System. Please allow ample time for submission and technological challenges, as late applications will not be accepted. For questions regarding your application, please contact: Amanda Craft at acraft@pinellas.gov.

ELIGIBILITY CRITERIA

☒ The applicant organization must agree to the terms and conditions contained in the Pinellas County Social Action Program Agreement. **NO EXCEPTIONS** to the terms and conditions of the agreement will be permitted. The County reserves the right to update these terms and conditions from time to time and as needed to meet the needs of the County.

DISCLAIMER

☒ Pinellas County Government reserves the right to: 1) cancel the application process; 2) accept or reject any or all applications received; 3) waive any non-substantive deficiency or irregularity, waive or remedy any technical or immaterial errors; 4) request any necessary clarifications of proposal data without changing the terms of the proposal; 5) negotiate with any qualified applicant; 6) award a contract in what it believes to be the best interest of the County; 7) cancel the request, in part or its entirety, if it is deemed to be in the best interest of the County; 8) reject the program of any applicant that has previously failed to perform properly; 9) reject the program of any applicant who has failed to complete a contract within the specified timeframe; 10) reject the program of any applicant that is not in a position to fulfill a resulting contractual obligation.

EXCLUSIONS

The following are not eligible for Social Action Grant funding:

1. Capital Expenses
2. Improvements to Real Properties
3. Indirect Cost Rate (e.g. a fixed % of the program budget; direct costs are allowable)
4. Research studies or technical assistance
5. Employee or volunteer incentives
6. Legal fees or any expenses specifically related to criminal activity including court costs, citations, restitution, child support, alimony, or immigration related expenses
7. Alcohol, tobacco, firearms or lottery tickets
8. Expenses related to immigration or returning to country of origin
9. Gift Cards
10. Money orders
11. Property taxes
12. Vehicle purchases

FATAL CRITERIA

- Agency has not been incorporated in the State of Florida for a minimum of one (1) year.
- Agency does not have a 501 (c) (3) status for a minimum of one (1) year.
- Agency is not in compliance with an existing County contract at the time of submission.
- Agency's proposal is under/over the minimum (\$10,000.00)/ maximum (\$150,000.00).
- Application is late (system will not allow incomplete or late submissions).
- Application does not include a budget.

Please [CLICK HERE](#) to download a copy of the full program description.

☒ I acknowledge that I have clicked the above link and reviewed all program documentation.

Please [CLICK HERE](#) to download a copy of the Agreement.

☒ I acknowledge that I have clicked the above link and reviewed and agree to all terms.

Please [CLICK HERE](#) to view Frequently Asked Questions

NOTE: Incomplete applications will not be accepted by the system.

Eligibility

Completed by rob@etaschool.com on 3/25/2025 10:59 AM

Case Id: 18864

Name: Excellerated Teaching Academy

Address: *No Address Assigned

Eligibility

Please provide the following information.

1. Is the applicant organization a non-profit 501 (c) (3) organization for at least one (1) year and incorporated in the State of Florida for at least one (1) year prior to date of application? The program is funded by local tax revenue. As such, publicly funded organizations are not eligible for awards under this solicitation.

Yes

2. Is the applicant organization the organization providing the proposed services? Subcontracting of contractual services is prohibited.

Yes

3 Do the proposed programs/services serve residents of Pinellas County?

Yes

4. Is the mission of the applicant organization consistent with the goals of the Social Action Grant Program to address the health, economic, and social well-being of Pinellas County residents in need of assistance? The applicant organization must not discriminate against any applicant for employment or employee with respect to hire, tenure, terms, conditions or privileges of employment or any matter directly or indirectly related to employment or against any client because of age, sex, race, ethnicity, color, religion, national origin, disability, marital status, or sexual orientation.

Yes

5. Does the applicant organization discriminate against any person on the basis of age, sex, race, ethnicity, color, religion, national origin, disability, marital status or sexual orientation in admission, treatment, or participation in its programs, services and activities?

No

6. Do the programs proposed by faith-based organizations have a secular purpose, and do not require worship or religious instruction activities? Services provided by faith-based organizations must be available to all Pinellas County residents, not solely for congregation members.

N/A

7. Are you an individual seeking financial assistance for yourself or another individual?

No

A. Agency Information

Completed by rob@etaschool.com on 4/3/2025 10:00 AM

Case Id: 18864

Name: Excellerated Teaching Academy

Address: *No Address Assigned

A. Agency Information

Please provide the following information.

LEGAL AGENCY INFORMATION (FOR CONTRACT)

A.1. Legal Organization Name

Excellerated Teaching Academy, INC.

A.2. DBA (if applicable)

A.3. Legal Address

1900 Gandy Blvd N 200 St. Petersburg, FL 33702

PROJECT INFORMATION

A.4. Program Name/Project Title

Community LIFE (Lifeskills Integration Fostering Enrichment) Program

A.5. Summary - provide a brief summary of program and how funding would be utilized.

Excellerated Teaching Academy (ETA) is dedicated to empowering students with diverse learning needs by providing personalized education and hands-on life skills training. Through this grant from Pinellas County, ETA aims to enhance its Community LIFE Program, equipping students with the tools they need for independent living and meaningful participation in their community. The grant will be utilized to bridge the gap between education and real-world experiences, fostering independence and meaningful community involvement for our students.

A.6. Physical Program Address

1900 Gandy Blvd N 200 St. Petersburg, FL 33702

A.7. Program Manager First Name

Robert

A.8. Program Manager Last Name

Hasbrouck

APPLICATION CONTACT INFORMATION

A.19. First Name

Robert

A.20. Last Name

Hasbrouck

A.21. Contact Person/Title

Director

A.22. Contact Email

rob@etaschool.com

A.23. Telephone

7277484060

A.24. Executive Officer with signing authority First Name

Robert

A.25. Executive Officer with signing authority Last Name

Hasbrouck

A.26. Executive Officer Title

Vice-President

A.27. Executive Officer Email

rob@etaschool.com

A.28. Executive Officer Phone Number

(727) 748-4060

A.9. Program Manager Title

Director

A.10. Program Manager Email

rob@etaschool.com

A.11. Program Manager Phone Number

(727) 748-4060

A.12. Social Action Funding Priority Area

Note: Only one (1) application may be submitted per organization. If more than one is submitted, only the first will be considered for funding.

Healthcare and Human Services for Disadvantaged Residents

A.13. Funding Category **ONLY SELECT ONE**

☒ \$10,000.00-\$99,999.00

☐ \$100,000.00-\$150,000.00

A.14. Total Amount Requested

Note: Max request is \$150,000.00

\$87,326.00

A.15. Taxpayer/Employer ID

824186161

A.16. Unique Entity Identifier (UEI- Federal SAM.GOV Number, if registered

A.17. Date of incorporation in Florida

01/25/2018

A.18. Date of 501(c)(3) Status

05/20/2019

B. Organization Profile

Completed by rob@etaschool.com on 4/3/2025 10:09 AM

Case Id: 18864

Name: Excellerated Teaching Academy

Address: *No Address Assigned

B. Organization Profile

Please provide the following information.

B.1. Describe how the mission and purpose of the agency align with the funding priority area.

Excellerated Teaching Academy (ETA) exists to provide an inclusive opportunity to learn, ensuring that all students—inclusive of abilities—receive the support they need to thrive academically, socially, and professionally. ETA's mission aligns with essential services such as specialized healthcare, workforce development, life skills training, independent-transportation skills, and mentoring programs for disadvantaged populations. Life Skills Training & Support: Hands-on instruction in financial literacy, self-care, meal preparation, and independent living skills. Workforce Development: Vocational training and job placement assistance to help students transition into meaningful employment. Transportation & Mobility Assistance: Plans to fund transportation to facilitate access to job sites, community programs, and enrichment activities. Health & Hygiene Support: Guidance on personal care routines to promote independence and well-being. Specialized Educational Programs & Mentoring: Tailored learning experiences, coaching, and social-emotional development to empower students. By offering inclusive learning opportunities, ETA bridges the gap between education and real-world success, ensuring students gain the skills and confidence needed to integrate into their communities and lead independent lives.

B.2. Describe your board membership and how the board is reflective of the target population.

Our board is composed of dedicated individuals who bring a diverse range of perspectives, expertise, and lived experiences that align closely with the needs of our students. Local Small Business Owners: These members provide insight into workforce development, job readiness, and community partnerships, ensuring that students have access to real-world employment opportunities and mentorship. Their business acumen also supports strategic planning and financial sustainability for the academy. Parents of Children with Varying Educational and Behavioral Needs: These board members offer firsthand understanding of the challenges faced by students and families, advocating for individualized learning approaches, accessibility, and comprehensive support services. Their voices ensure that our programs remain student-centered and family-inclusive. Special Education Teacher: With expertise in individualized education plans (IEPs), behavioral interventions, and adaptive learning strategies, this board member helps shape curriculum development and instructional methods tailored to diverse learning needs. Together, our board reflects the very population we serve—students with unique educational, behavioral, and vocational needs. Their collective experiences drive ETA's mission to provide an inclusive opportunity to learn, ensuring our programs foster independence, skill development, and community integration.

B.3. Explain the organization's experience relevant to the proposed priority area.

The combined teaching and management team possesses extensive experience, with a collective total of 45 years in the field. This wealth of experience encompasses a wide range of expertise in educational methodologies, curriculum development, classroom management, and administrative leadership. Since 2018, ETA has been dedicated to enriching the lives of community members through a diverse range of programs. One of its flagship initiatives, "A Summer of Discovery," provides children and young adults with engaging activities and learning opportunities during the summer months, preventing summer learning loss and fostering personal growth. Recognizing that education extends beyond the classroom, ETA also offers curriculum integrated into the school year, focusing on essential life skills such as financial

literacy, communication, and problem-solving, which empower individuals to navigate the complexities of adulthood successfully. Furthermore, ETA understands that each person's journey is unique; therefore, it provides personalized therapy services tailored to address individual needs, ensuring that everyone receives the support they require to thrive. Through these multifaceted offerings, ETA has consistently demonstrated its commitment to fostering the development and well-being of the community it serves, acting as a beacon of support and empowerment for individuals of all ages and backgrounds.

B.4. Describe your onboarding process and program implementation timeline across the organization and for this program.

At Excellerated Teaching Academy (ETA), our onboarding process ensures that staff, students, and stakeholders are fully prepared to engage in our inclusive learning environment. For staff and volunteer onboarding we will conduct background checks, verify applicable certifications, and complete compliance training. The current plan for fulfillment of the director position is to promote from within the organization. Additionally, staff and volunteers will conduct orientation training covering ETA's mission, inclusive teaching strategies, and student engagement techniques. Ongoing professional development in life skills training, workforce readiness, and behavioral support will also be implemented. For student and family onboarding an initial assessment(s) for the proposed program will be used to identify individual strengths, needs, and goals, development of personalized learning plans incorporating life skills, vocational training, and community integration. Additionally, parent and caregiver workshops on student support and advocacy will assist in the ongoing programming. Any community and business partnerships will include meetings with local employers, businesses, and organizations to establish experience, internship, mentorship, or job shadowing opportunities; as well as, collaboration with transportation providers to ensure accessibility to community-based experiences

Program Implementation Timeline

Phase 1: Program Preparation (Month 1) Finalize curriculum updates and materials for life skills and community integration training Conduct staff training on specialized educational approaches and mentoring techniques Establish partnerships with local businesses, nonprofits, and community service organizations

Phase 2: Student Enrollment & Training (Month 2) Conduct student and family onboarding sessions Begin hands-on life skills training (financial literacy, meal preparation, self-care, etc.) Introduce community engagement activities such as volunteer opportunities and cultural outings

Phase 3: Community Integration & Workforce Readiness (Months 3-12) Launch job shadowing, internship placements, and workplace readiness training Implement structured transportation support for off-site learning and employment opportunities Track student progress and provide personalized coaching

Phase 4: Program Evaluation & Expansion (Months 11-12) Collect feedback from students, families, and community partners Assess program impact and make necessary adjustments Expand partnerships and refine transportation logistics to enhance accessibility

This structured approach ensures that ETA's life skills and community integration program is effectively implemented, fostering independence, confidence, and long-term success for our students.

C. Community Needs

Completed by rob@etaschool.com on 4/3/2025 10:42 AM

Case Id: 18864

Name: Excellerated Teaching Academy

Address: *No Address Assigned

C. Community Needs

Please provide the following information.

C.1. Clearly identify the need to be addressed through the proposed program.

While resources exist for support for life skills and community engagement, there is a noticeable gap in dedicated services specifically designed for individuals with disabilities in Pinellas County. The following is a list of current resources and identified gaps related to needs for this program.

- Limited Disability-Specific Life Skills Programs** Most of the organizations focus on general community engagement or at-risk youth rather than addressing the specific life skills needed for individuals with disabilities: Ready for Life Pinellas supports former foster youth but does not cater specifically to individuals with disabilities. AMIkids Pinellas focuses on at-risk youth but does not have disability-centered programs. While programs like Parc Center for Disabilities and Disability Achievement Center provide some life skills training, these are not comprehensive or widespread across the county.
- Lack of Workplace Exposure Training and Employment Support** Many individuals with disabilities face significant barriers to employment, yet only a few programs offer workforce support: Disability Achievement Center helps individuals live independently but does not focus on workforce training. Parc Center for Disabilities provides some skills training but lacks the scope to meet the full demand. More robust programs tailored to job readiness and career development for individuals with disabilities are needed.
- Gaps in Social and Recreational Opportunities** Many community engagement programs focus on general audiences but do not address the social isolation experienced by individuals with disabilities, nor do they provide the accommodations for inclusion. Keep Pinellas Beautiful and City of Pinellas Park Community Engagement provide volunteer opportunities but lack accommodations for those with mobility, cognitive, or sensory impairments. Pinellas Community Church Outreach supports basic needs but does not emphasize inclusive social programming. There is a lack of adapted recreational programs, inclusive community events, and peer socialization opportunities for individuals with disabilities.
- Transportation and Accessibility Barriers** Even when programs exist, accessibility remains a major issue: Many services require individuals to travel, but there are limited transportation options for those with disabilities. Workforce and life skills programs often do not provide accessible transportation, limiting participation.
- Need for More Specialized Support** While organizations like Parc Center for Disabilities exist, they do not cover all disability types or needs, particularly for individuals with intellectual, developmental, or severe physical disabilities. In conclusion Pinellas County needs more dedicated programs for individuals with disabilities that focus on comprehensive life skills development, inclusive social and recreational opportunities, workforce exposure and supported employment, and independent-transportation assistance.

C.2. Provide current supporting statistics or data specific to Pinellas County such as needs assessments, interviews, waiting lists, surveys, trends and/or analyses to demonstrate the need described in C1.

The need for enhanced programs for individuals with disabilities in Pinellas County is underscored by several key points:

- Extensive Waiting Lists for Disability Services** - Florida faces a significant backlog in providing services to individuals with developmental disabilities. Over 21,500 Floridians are on waiting lists for home and community-based services, with an average wait time exceeding 8.5 years; nearly 40% have been waiting for more than a decade.
- Limited Enrollment Capacity** -The Adult Protective Services Home and Community-Based Service Programs are currently at full capacity. New applicants are placed on a statewide waiting list, highlighting the scarcity of available resources for adults with disabilities aged 18 through 59.
- Housing Assistance Constraints** - The Pinellas County Housing Authority accepts

Housing Choice Voucher applications exclusively from residents who are elderly (62 or older), disabled, or honorably discharged U.S. military veterans. Despite this targeted approach, the presence of waiting lists for public housing and Section 8 programs suggests a gap between demand and available housing resources for individuals with disabilities. 4. Community Health Needs Assessments - Recent Community Health Needs Assessments (CHNAs) in Pinellas County have identified access to health services, including those for individuals with disabilities, as a priority concern. These assessments emphasize the necessity for improved community resources and support systems to address the health and well-being of residents with disabilities. In summary, many community activities strive to accommodate but often miss the mark for successful independent inclusion. Living arrangements for Individuals with Disabilities in Pinellas County Living arrangements support for individuals with disabilities in Pinellas County is limited, creating significant barriers to least restrictive living environment. Several factors contribute to this issue: 1. Long Waiting Lists for Affordable Housing The Pinellas County Housing Authority only accepts applications for the Housing Choice Voucher program from select groups, including individuals with disabilities. Statewide, nearly 40% of individuals with disabilities on housing assistance waitlists have been waiting for over a decade. 2. High Cost of Accessible Housing The median rent in Pinellas County has increased by over 40% since 2020, making independent housing unaffordable for many individuals with disabilities who rely on fixed incomes or part-time work. Accessible housing options are limited, and modifications for mobility impairments (such as ramps, wider doorways, and adapted kitchens) increase housing costs. Group homes and assisted living facilities often have restricted availability and high costs, further limiting choices. 3. Dependency on Family Caregivers Many young adults with disabilities continue living with aging caregivers because they lack the skills to live independently.

C.3. Is the program new and innovative, or is funding sought to expand capacity or service in an existing program, or continuation of current funding? No points to be assessed for this question.

Expand Capacity or Service

C.4. If new and innovative, discuss what is currently being done in the community to address the need and how this program differs to provide better results. If expanding capacity, describe the current services available in the community, numbers unserved, and how the proposed program will reduce the number of unserved. If continuation of funding discuss what has been done to obtain alternate funding?

Current Services and Gaps Pinellas County offers limited structured programs for individuals with disabilities, focusing on life skills, workforce readiness, and community engagement. Existing vocational training and day programs often lack ABA-based interventions, integrated community engagement, consistent transportation, and long-term transition support. Many vocational rehabilitation programs have strict eligibility criteria, long waitlists, or limited individualized support. As a result, many individuals miss critical opportunities to develop the skills necessary for independent living and employment. Within our current programming, we have identified an additional need for a community involvement portion of our programming, the real-world experiences to apply classroom learning, and increased community exposure for our participants. With these increased expansion opportunities there is a need for an accredited and structured curriculum to address gaps in programming. Number of Individuals Unserved Over 21,500 Floridians with disabilities are on waitlists for home and community-based services, with an average wait time exceeding 8.5 years. Florida's employment rate for adults with disabilities remains below 40% due to limited workforce training and job placement support. Many individuals rely on parental care into adulthood, with few opportunities for independent living. Surveys indicate that at least 60% of young adults aging out of special education programs in Pinellas County struggle to find community-based training or employment. How the Program Reduces the Gap This program will provide ABA-based vocational training, enhance life skills, expand transportation access, and reduce waitlist dependency. Participants will gain hands-on experience through a student-run coffee cart and community-based job shadowing. Training in budgeting, cooking, and transportation use will support independent living. Monthly transportation services will increase access to training, employment, and community activities. By offering structured support, this program will bridge service gaps for those waiting for state-funded assistance, preventing long periods of inactivity. Impact on the

Community This program will serve individuals who would otherwise remain unserved, reducing reliance on long-term social services and increasing employment rates among participants. By improving access to workforce training and community engagement, this initiative will help individuals achieve greater independence, financial self-sufficiency, and long-term stability.

If currently funded, please provide outcomes/utilization/success?

☐ **Outcomes/Utilization/Success**

***No files uploaded*

C.5. Describe how the proposed program will coordinate with existing programs in the community. If program is working with partners, please include a collaborative letter showing how both sides would be working on project.

By partnering with Florida's Department of Education Vocational Rehabilitation (VR) services, this program can provide participants with direct access to career counseling, pre-employment transition services, and job coaching. VR can offer financial assistance for job skills training, assistive technology, and on-the-job supports, ensuring participants have the tools they need to succeed in the workforce. Additionally, VR specialists can collaborate with program staff to align training with employer expectations, increasing job placement success. Through this partnership, participants will receive individualized employment plans and additional resources that further reduce barriers to workforce readiness and long-term independence. To further enhance community engagement and well-being, ETA partners with the YMCA of Greater St. Pete to address barriers to exercise and leisure activities for individuals with disabilities. This collaboration provides participants with opportunities to engage in structured fitness programs, social activities, and wellness initiatives that promote physical health and social inclusion. By integrating accessible recreational options, the program will support the development of lifelong healthy habits while fostering independence and community participation. Through the expansion of our program we will be exploring additional community partners for future opportunities.

Please upload Collaborative Letter

☐ **Collaborative Letter**

***No files uploaded*

D. Scope of Services

Completed by rob@etaschool.com on 4/3/2025 10:51 AM

Case Id: 18864

Name: Excellerated Teaching Academy

Address: *No Address Assigned

D. Scope of Services

Please provide the following information.

Program Specifics

D.1. Describe the proposed program. Services to be delivered should be clearly identified. Include information regarding evidence-based practices or best practice models used, if applicable.

This project aims to empower individuals with disabilities in Pinellas County by providing life skills, workforce exposure and training, and community engagement opportunities using Applied Behavior Analysis (ABA) as an evidence-based model of instruction. Our program will focus on developing independent living skills to reduce reliance on living assistance and foster workforce and community readiness. Applied Behavior Analysis is widely recognized as an effective method for teaching life skills and job-related competencies to individuals with disabilities. This program will incorporate: Task Analysis: Breaking down daily living and work readiness tasks into small, teachable steps to increase opportunities for success and learning. Behavioral Reinforcement: Encouraging positive behaviors through structured reinforcement strategies to learn the skills of the program. Data-Driven Decision Making: Monitoring data and progress and adjusting interventions based on individual needs as data dictate. Generalization Training: Ensuring that learned skills are applied across different settings, including the workplace and community.

D.2. What will the funding be used to purchase or pay for to support the program? This should align with the attached Annual Budget and Operational Narrative and the selected priority area (A.12. of the application). Include how does this funding request supplement, not duplicate, current program funding?

The requested funding will be used to directly support vocational training, life skills education, and community engagement opportunities by covering essential expenses, including: Transportation: Ensuring program participants can access training sites and community engagement activities, thereby removing a major barrier to participation. Part-Time Program Director Salary: Supporting leadership and management of the program, ensuring implementation and oversight of ABA-based interventions. Training & Continuing Education: Allowing staff to receive ongoing education in ABA best practices, improving program efficacy. Supplies & Vocational Tools: Covering costs for a student-run coffee cart, which serves as a hands-on learning experience in business operations and social skills. Curriculum Development: Providing materials and structured lessons for life skills training based on ABA principles. Supplies & Workstations: Creating an accessible, adaptive learning environment to support vocational activities. This funding request supplements and expands, not duplicate, existing program funding by filling critical gaps in service delivery. Current funding sources do not adequately cover the cost of transportation, program staffing, and community-based workforce training. Without this grant, participants would face limited access to hands-on learning experiences, which are crucial for developing independence and reducing reliance on social assistance programs.

D.3. Describe program services including frequency, duration and intensity. Example: Weekly financial literacy sessions for 20 clients for 6 months or completion of curriculum.

This program would be a 12 month, weekday program for 6 hours per day. There are 8 current program participants.

D.4. What is the target population and eligibility criteria for the program?

Printed By: Amanda Craft on 4/4/2025

12 of 20

School-aged (10-22) children with a diagnosed or identified social and/or behavioral need.

D.5. Provide the geographic service area(s) and hours and days for the program during contract period.

The geographic area for the program is South Pinellas County on a M-F, 8:30-2:30 basis.

D.6. Describe the program staff, including qualifications, expertise, and credentials, if required.

The program staff consists of highly qualified professionals with specialized expertise in supporting individuals with disabilities. Teachers hold a bachelor's degree and are certified as Registered Behavior Technicians (RBTs), ensuring they have both academic knowledge and practical training in behavior analysis. Additional RBTs on staff have completed the required 40-hour training, equipping them with the skills to implement Applied Behavior Analysis (ABA) interventions under supervision. The Program Director holds a master's degree and is a Board Certified Behavior Analyst (BCBA), bringing advanced expertise in behavioral strategies, program development, and individualized support planning. This well-rounded team ensures high-quality instruction, effective behavior support, and meaningful skill development for participants.

E. Program Outcomes and Goals

Completed by rob@etaschool.com on 4/3/2025 11:00 AM

Case Id: 18864

Name: Excellerated Teaching Academy

Address: *No Address Assigned

E. Program Outcomes and Goals

Please provide the following information.

E.1. Describe the goal(s) of the program using the Program Goals and Outcomes Template [Program Goals and Outcomes Template](#). Please download, complete, and upload below. Include for each goal being addressed:

- **Outcomes** - *Describe the changed state in the program participants or broader community that can be measured and identified. Include % change.*
- **Indicators** - *Identify qualitative and quantitative indicators to measure the outcomes.*
- **Methods of Evaluation** - *Identify how these outcomes will be measured (e.g. surveys, staff observation, program plans, assessments, self-reports.*
- **Measurement Intervals** – *Identify when the measures will be captured. (The goals and objectives must be measurable within a twelve (12) month period.)*



Outcomes and Goals Template Save as Outcomes and Goals Agency name *Required

FY24 SAF Outcomes and Goals - ETA Community LIFE.pdf

E.2. What information will be collected to demonstrate program success?

Program success will be from the analysis of quantitative and qualitative data based on the goals, outcomes, and indicators as listed in the Program Goals and Outcomes Template.

E.3. Describe how client/individual data is collected. (Please be specific on the platform your program uses if you collect data electronically, and the interval at which data is collected)

To assess participant progress and program effectiveness, data are collected through parental surveys, ABA data sheets, permanent products, and direct observation. These methods ensure a comprehensive, data-driven approach to tracking skill development, independence, and behavioral improvements.

F. Budget

Completed by rob@etaschool.com on 4/4/2025 10:34 AM

Case Id: 18864

Name: Excellerated Teaching Academy

Address: *No Address Assigned

F. Budget and Financial Sustainability

Please provide the following information.

F.1. Total Agency budget for entire organization (local) This should be the largest amount.

\$519,519.50

F.2. Total Program budget. Amount currently allocated to fund the program with the requested Social Action Funding.

\$164,029.56

F.3. Total Pinellas County Social Action Funding request.

\$87,326.00

F.4. What percentage of the program budget will be funded with Pinellas County Social Action Funding?

53.00%

F.5. What other funders also financially support this program? To include the amount of funding and what those funds are used for.

The Florida Department of Education Florida Empowerment Scholarship - Unique Abilities provides tuition for students to receive private school education.

F.6. What other Pinellas County funding does the organization receive for any and all programs?

We currently do not receive any other Pinellas County funding.

F.7. Describe the organizations plan for financial and program sustainability beyond fiscal year 2026.

The organization is committed to ensuring the long-term sustainability of the program beyond fiscal year 2026 through diversified funding sources, strategic partnerships, and program-generated revenue. At a minimum the program will continue allocating tuition towards the program. The organization will seek additional grant opportunities from local, state, and federal sources, as well as private foundations and corporate sponsors. Expanding partnerships with Vocational Rehabilitation, the YMCA, and local businesses will create opportunities for shared funding, in-kind donations, and employer sponsorships for workforce training. Additionally, program-generated revenue from the student-run coffee cart and vocational services will help offset operational costs. A long-term sustainability plan will also include community fundraising initiatives, donor engagement strategies, and the establishment of an endowment fund to provide ongoing financial support. By leveraging multiple funding streams and strengthening community collaborations, the program will continue to expand services and impact the lives of individuals with disabilities for years to come.

F.8. Please download and complete the [Annual Budget](#) form.



Annual Budget Narrative *Required

FY26 Annual Budget Report - Final.xlsx

G. Required Documents

Completed by rob@etaschool.com on 4/4/2025 1:38 PM

Case Id: 18864

Name: Excellerated Teaching Academy

Address: *No Address Assigned

G. Required Documents

Please upload the following documents.

Documentation



Proof of 501(c)(3) status save as 501c3 Agency name *Required

Determination of Exemption.pdf



Proof of incorporation in the State of Florida for at least one (1) year Save as Incorporation Agency name

***Required**

Incorporation Excellerated Teaching Academy, INC.pdf



Most Recent Financial and Single Audit (required if available) or IRS Form 990 (only if audit unavailable) Save as Audit Agency name *Required

Audit EXCELLERATED TEACHING ACADEMY.pdf



W-9 with legal name which matches that of applicant name Save as W9 Agency name *Required

DOC040425-04042025105242.pdf



Current Certificate of Insurance Save as Insurance Agency Name *Required

Insurance Excellerated Teaching Academy.pdf



Completed [Internal Control Checklist](#) Save as Internal Control Checklist Agency name *Required

Internal Control Checklist Excellerated Teaching Academy.pdf

☒ [Annual Budget Report](#) Save as Annual Budget Agency name ***Required**

Annual Budget Excellerated Teaching Academy.xlsx

☒ [Outcomes and Goals Template](#) Save as Outcomes and Goals Agency name ***Required**

FY24 SAF Outcomes and Goals - ETA Community LIFE.pdf

☐ [Current state licenses or registrations](#)

****No files uploaded**

☒ [Local Agency Organizational Chart](#) Save as Org chart Agency name ***Required**

Org chart Excellerated Teaching Academy.pdf

☒ [Program Job Descriptions, if funding supports salaries if applicable](#) Save as Job Descriptions Agency name

Director Job Description Excellerated Teaching Academy.pdf

☐ [Housing First Checklist, if applicable](#) Save as Housing First Agency name

****No files uploaded**

☐ [Shelter Entrance Criteria, if applicable](#) Save as Shelter Entrance Criteria Agency name

****No files uploaded**

☒ [Data Control Questionnaire](#) Save as Data Control Questionnaire Agency Name ***Required**

Data Control Questionnaire Excellerated Teaching Academy.pdf

☒ [HS E-Verify Affidavit](#) Save as Everify Agency name ***Required**

E-Verify Excellerated Teaching Academy.pdf

☒ [Board Member List, Including mailing and email addresses and phone numbers, if applicable](#) Save as Board Members Agency name

Board Members Excellerated Teaching Academy.pdf

☐ **Accreditation, if applicable Save as Accreditation Agency name**

***No files uploaded*

☒ **Human Trafficking Affidavit Save as Human Trafficking Agency Name *Required**

Human Trafficking Excellerated Teaching Academy.pdf

☐ **Travel / Mileage policy if funding is requested Save as Travel policy Agency name**

***No files uploaded*

☒ **Conflict of Interest Policy if available Save as Conflict of Interest Agency name**

Conflict of Interest Excellerated Teaching Academy.pdf

☐ **Program Policy and Procedures if available Save as Program Policy and Procedures Agency Name**

***No files uploaded*

Submit

Completed by rob@etaschool.com on 4/4/2025 1:38 PM

Case Id: 18864

Name: Excellerated Teaching Academy

Address: *No Address Assigned

Certification

Once an application is submitted, it can only be "Re-opened" by an Administrator.

By clicking submit, I certify that I am an authorized representative of the proposing agency and the information contained in this application is true and accurate to the best of my knowledge and due diligence.

I also understand that applications are limited to one per organization, and if more than one application is submitted by my organization, only the most recent will be considered for funding.

Authorized Representative Signature

Robert Hasbrouck

Electronically signed by rob@etaschool.com on 4/4/2025 1:38 PM

Date Submitted

04/04/2025

Program Description

Completed by admin@familyhealthcarefdn.org on 3/11/2025 9:03 AM

Case Id: 18879

Name: Family Healthcare Foundation

Address: *No Address Assigned

Program Description

Please provide the following information.



Social Action Funding Application for the funding period of October 1, 2025 - September 30, 2026

**Pinellas County Board
of County
Commissioners**
Human Services
440 Court St, 2nd Floor
Clearwater, FL 33756

Pinellas County Human Services is accepting applications from qualified non-profit organizations desiring to provide social services to low-income residents of Pinellas County.

The Social Action Grant Program provides funding to social service organizations for priority services that directly support Pinellas County.

The attached Social Action Grant Program application instructions outline the competitive process for the selection of organizations to receive Social Action Funding Grants as allocated by the Pinellas County Board of County Commissioners (Board) for FY 2026

Funding applications are limited to a minimum of \$10,000.00 and a maximum of \$150,000.00. Only one (1) application may be submitted per agency. Applicants may apply for either a large award (\$100,000.00 - \$150,000.00), or a small award (\$10,000.00 - \$99,999.00). A maximum of five large awards will be made, with the remainder of funding allocated to small awards. The amount requested does not guarantee an award. Actual awards will be based on the recommendation of the review committee and approval of the Board. The funding priorities for the Social Action Grant Program are:

- **Food and Nutritional Services:** including food banks, meal delivery, congregate dining, and related supportive services.
- **Homeless Prevention and Supportive Services:** including homeless outreach and engagement, prevention and diversion services, system navigation, and shelter and housing support.
- **Healthcare and Human Services for Disadvantaged Residents:** including, but not limited to, specialized healthcare services, workforce development, life skills training and support, transportation or mobility assistance, chore services, health and hygiene support, and specialized mentoring or educational programs for

disadvantaged populations.

- **Supportive Services for an Aging Population:** any of the above listed types of programs or additional supportive programs targeted to an aging population.

The submission deadline for all applications is April 4, 2025 at 4:00 PM (no exceptions). Organizations must utilize the online application through the Neighborly System. Please allow ample time for submission and technological challenges, as late applications will not be accepted. For questions regarding your application, please contact: Amanda Craft at acraft@pinellas.gov.

ELIGIBILITY CRITERIA

- ☒ The applicant organization must agree to the terms and conditions contained in the Pinellas County Social Action Program Agreement. **NO EXCEPTIONS** to the terms and conditions of the agreement will be permitted. The County reserves the right to update these terms and conditions from time to time and as needed to meet the needs of the County.

DISCLAIMER

- ☒ Pinellas County Government reserves the right to: 1) cancel the application process; 2) accept or reject any or all applications received; 3) waive any non-substantive deficiency or irregularity, waive or remedy any technical or immaterial errors; 4) request any necessary clarifications of proposal data without changing the terms of the proposal; 5) negotiate with any qualified applicant; 6) award a contract in what it believes to be the best interest of the County; 7) cancel the request, in part or its entirety, if it is deemed to be in the best interest of the County; 8) reject the program of any applicant that has previously failed to perform properly; 9) reject the program of any applicant who has failed to complete a contract within the specified timeframe; 10) reject the program of any applicant that is not in a position to fulfill a resulting contractual obligation.

EXCLUSIONS

The following are not eligible for Social Action Grant funding:

1. Capital Expenses
2. Improvements to Real Properties
3. Indirect Cost Rate (e.g. a fixed % of the program budget; direct costs are allowable)
4. Research studies or technical assistance
5. Employee or volunteer incentives
6. Legal fees or any expenses specifically related to criminal activity including court costs, citations, restitution, child support, alimony, or immigration related expenses
7. Alcohol, tobacco, firearms or lottery tickets
8. Expenses related to immigration or returning to country of origin
9. Gift Cards
10. Money orders
11. Property taxes
12. Vehicle purchases

FATAL CRITERIA

- Agency has not been incorporated in the State of Florida for a minimum of one (1) year.
- Agency does not have a 501 (c) (3) status for a minimum of one (1) year.
- Agency is not in compliance with an existing County contract at the time of submission.
- Agency's proposal is under/over the minimum (\$10,000.00)/ maximum (\$150,000.00).
- Application is late (system will not allow incomplete or late submissions).
- Application does not include a budget.

Please [CLICK HERE](#) to download a copy of the full program description.

☒ I acknowledge that I have clicked the above link and reviewed all program documentation.

Please [CLICK HERE](#) to download a copy of the Agreement.

☒ I acknowledge that I have clicked the above link and reviewed and agree to all terms.

Please [CLICK HERE](#) to view Frequently Asked Questions

NOTE: Incomplete applications will not be accepted by the system.

Eligibility

Completed by admin@familyhealthcarefdn.org on 3/11/2025 9:04 AM

Case Id: 18879

Name: Family Healthcare Foundation

Address: *No Address Assigned

Eligibility

Please provide the following information.

1. Is the applicant organization a non-profit 501 (c) (3) organization for at least one (1) year and incorporated in the State of Florida for at least one (1) year prior to date of application? The program is funded by local tax revenue. As such, publicly funded organizations are not eligible for awards under this solicitation.

Yes

2. Is the applicant organization the organization providing the proposed services? Subcontracting of contractual services is prohibited.

Yes

3 Do the proposed programs/services serve residents of Pinellas County?

Yes

4. Is the mission of the applicant organization consistent with the goals of the Social Action Grant Program to address the health, economic, and social well-being of Pinellas County residents in need of assistance? The applicant organization must not discriminate against any applicant for employment or employee with respect to hire, tenure, terms, conditions or privileges of employment or any matter directly or indirectly related to employment or against any client because of age, sex, race, ethnicity, color, religion, national origin, disability, marital status, or sexual orientation.

Yes

5. Does the applicant organization discriminate against any person on the basis of age, sex, race, ethnicity, color, religion, national origin, disability, marital status or sexual orientation in admission, treatment, or participation in its programs, services and activities?

No

6. Do the programs proposed by faith-based organizations have a secular purpose, and do not require worship or religious instruction activities? Services provided by faith-based organizations must be available to all Pinellas County residents, not solely for congregation members.

N/A

7. Are you an individual seeking financial assistance for yourself or another individual?

No

A. Agency Information

Completed by admin@familyhealthcarefdn.org on 3/31/2025
12:15 PM

Case Id: 18879

Name: Family Healthcare Foundation

Address: *No Address Assigned

A. Agency Information

Please provide the following information.

LEGAL AGENCY INFORMATION (FOR CONTRACT)

A.1. Legal Organization Name

Family Healthcare Foundation

A.2. DBA (if applicable)

A.3. Legal Address

306 Belle View Avenue Temple Terrace, FL 33617

PROJECT INFORMATION

A.4. Program Name/Project Title

Covering Pinellas with Care

A.5. Summary - provide a brief summary of program and how funding would be utilized.

The "Covering Pinellas" program provides free, expert assistance to underserved residents of Pinellas County, helping them navigate healthcare options and enroll in public health benefits. The program improves health outcomes by offering one-on-one support through trained Healthcare Navigators, connecting individuals to programs like Florida KidCare, Medicaid, the Health Insurance Marketplace, the Pinellas County Healthcare Plan, and local safety-net programs.

A.6. Physical Program Address

306 Belle View Avenue Temple Terrace, FL 33617

A.7. Program Manager First Name

Michelle

A.8. Program Manager Last Name

Ray

A.9. Program Manager Title

APPLICATION CONTACT INFORMATION

A.19. First Name

Katie

A.20. Last Name

Roders Turner

A.21. Contact Person/Title

Katie Roders Turner / Executive Director

A.22. Contact Email

admin@familyhealthcarefdn.org

A.23. Telephone

8139957005

A.24. Executive Officer with signing authority First Name

Katie

A.25. Executive Officer with signing authority Last Name

Roders Turner

A.26. Executive Officer Title

Executive Director

A.27. Executive Officer Email

katie@familyhealthcarefdn.org

A.28. Executive Officer Phone Number

(813) 995-1066

Deputy Director

A.10. Program Manager Email

michelle@familyhealthcarefdn.org

A.11. Program Manager Phone Number

(813) 777-9901

A.12. Social Action Funding Priority Area

Note: Only one (1) application may be submitted per organization. If more than one is submitted, only the first will be considered for funding.

Healthcare and Human Services for Disadvantaged Residents

A.13. Funding Category **ONLY SELECT ONE**

☒ \$10,000.00-\$99,999.00

☐ \$100,000.00-\$150,000.00

A.14. Total Amount Requested

Note: Max request is \$150,000.00

\$95,210.00

A.15. Taxpayer/Employer ID

59-3517416

A.16. Unique Entity Identifier (UEI- Federal SAM.GOV Number, if registered

G4QGPBMN1KH3

A.17. Date of incorporation in Florida

06/19/1998

A.18. Date of 501(c)(3) Status

03/01/2000

B. Organization Profile

Completed by admin@familyhealthcarefdn.org on 3/31/2025
12:15 PM

Case Id: 18879

Name: Family Healthcare Foundation

Address: *No Address Assigned

B. Organization Profile

Please provide the following information.

B.1. Describe how the mission and purpose of the agency align with the funding priority area.

The Family Healthcare Foundation (FHF) and the funding priority area of "Healthcare and Human Services for Disadvantaged Residents," which seeks to reduce disparities in healthcare access for vulnerable communities, share a common goal of enhancing healthcare access, improving health outcomes, and ensuring that all residents have equitable opportunities to achieve better health. FHF is committed to improving access to healthcare for underserved and disadvantaged populations in Pinellas County. Our nonprofit's key programmatic activities focus on addressing the systemic barriers that prevent individuals and families from obtaining essential healthcare services, with targeted attention to those facing economic, social, and cultural challenges. Over the past 27 years, we have developed a comprehensive approach to supporting the healthcare access needs of the community by providing healthcare navigation services, education, and outreach in a manner that is accessible. In 2024, FHF's efforts resulted in helping over 5,000 Pinellas County residents explore their healthcare coverage options. FHF aligns with this funding priority by providing the crucial role of Healthcare Navigators. This vital position assists individuals and families with the complex process of applying for healthcare coverage. Navigators are trained professionals who provide free, expert guidance to help individuals and families navigate the array of healthcare options available to them, including Medicaid, the Health Insurance Marketplace, the Pinellas County Healthcare Plan, and other local safety-net programs. These services are particularly important for individuals who face significant barriers to accessing care, such as language, literacy, and technology challenges. The healthcare system is overwhelming, especially for those who are already disadvantaged. Many residents in Pinellas County, particularly the low-income, elderly, and minorities, face substantial barriers to healthcare access. These barriers include not only the cost of care but also difficulties in understanding eligibility requirements, enrolling in programs, and finding local resources that can help. FHF's team of Navigators are subject area experts and know how to break down barriers by providing personalized, one-on-one support. By meeting individuals where they are, whether at a community health center, a local church, or a social service organization, we ensure that residents can access the necessary health coverage and services to maintain their well-being.

B.2. Describe your board membership and how the board is reflective of the target population.

The Family Healthcare Foundation's (FHF) Board of Directors is comprised of a group of individuals who bring a wealth of expertise and experience from various sectors, including healthcare administration, state & local government, public health administration, healthcare advocacy, and nonprofit administration. FHF's Board of Directors is well-equipped to address the unique needs of the Pinellas County population proposed to be served. The board reflects members who have a deep understanding of the challenges faced by low-income, underserved, and marginalized communities. Several board members have personal or professional connections to the communities served, whether through direct work in healthcare, social services, community advocacy, or lived experience. Overall, the board's composition is intentional in ensuring that FHF's leadership is representative of the communities it aims to serve, creating a strong foundation for effective, inclusive, and impactful healthcare services in Pinellas County.

B.3. Explain the organization's experience relevant to the proposed priority area.

For over 25 years, FHF has provided free, expert, and confidential assistance, helping families navigate the complex healthcare system. Through consistent engagement with local communities, FHF has built strong and lasting relationships, making it a trusted resource for families facing economic and social barriers to care. FHF has established partnerships with local organizations, allowing us to co-locate Navigators in key partner facilities across Pinellas County, such as at Pinellas Park Library, Clearwater East Community Library, Largo Library, Palm Harbor Library, Clearwater Countryside Library, St. Pete Works at St. Petersburg College Midtown, Pinellas Empowerment Center, and the Pinellas County Schools Back to School Clinics. This strategic approach enables us to provide direct, on-site support where it is needed most, ensuring accessibility for residents. By meeting individuals in familiar settings, we make it easier for them to access healthcare services and navigate the enrollment process. In addition, we collaborate closely with community partners to establish robust referral networks, ensuring that individuals in need are connected to our services. Community agencies sharing our contact information with Pinellas County residents include: Hispanic Outreach Center, Mattie Williams Neighborhood Family Center, Enoch D. Davis Center, Feeding Pinellas Empowerment Center, and REACH Program at Orlando Health.

B.4. Describe your onboarding process and program implementation timeline across the organization and for this program.

The Family Healthcare Foundation (FHF) is equipped with a highly skilled team of experienced, trained Healthcare Navigators who possess extensive expertise in healthcare coverage assistance. As such, there is no immediate need for additional hires to support this initiative, allowing us to begin services immediately and ensuring a seamless, delay-free launch. Our current team of Healthcare Navigators brings a wealth of knowledge and experience in guiding individuals through the complexities of various healthcare programs, including Florida KidCare, Medicaid, the Health Insurance Marketplace, the Pinellas County Healthcare Plan and local safety net programs. These professionals have completed rigorous certification and training programs, ensuring they meet all regulatory standards and are fully equipped to offer expert guidance and support to individuals and families in need. Should new onboarding be required, FHF offers a thorough hybrid onboarding process that combines online federal-level curriculum with experiential in-person learning over a 3 to 4-week period.

C. Community Needs

Completed by admin@familyhealthcarefdn.org on 3/31/2025
12:15 PM

Case Id: 18879

Name: Family Healthcare Foundation

Address: *No Address Assigned

C. Community Needs

Please provide the following information.

C.1. Clearly identify the need to be addressed through the proposed program.

The need to be addressed through the "Covering Pinellas" program is the persistent and growing challenge of healthcare access for underserved and disadvantaged residents of Pinellas County. Many individuals in the county continue to face barriers that prevent them from obtaining the healthcare they need. These barriers include financial constraints, lack of knowledge about available healthcare coverage programs that would give them access to medical services, and limited access to resources that help individuals navigate the complexities of healthcare enrollment. Pinellas County has significant healthcare coverage gaps. According to the Florida Department of Health's CHARTS approximately 11.9% of Pinellas County residents aged 0-64 remain uninsured, as of 2023, despite the availability of public health coverage options. This statistic highlights the unmet need for accessible healthcare services, particularly for low-income families, elderly individuals, and communities of color who are disproportionately affected by healthcare disparities. These groups often struggle with the complexities of navigating the healthcare system, resulting in delayed or missed opportunities for healthcare coverage and poorer health outcomes. This need for assistance is particularly critical as a substantial number of residents are eligible for coverage but face obstacles in understanding how to apply for and navigate these programs. Many people remain unaware of their eligibility or the resources available to help them apply, which leaves them uninsured and vulnerable to preventable health issues. The "Covering Pinellas" program aims to directly address these challenges by offering expert, personalized assistance to individuals seeking health insurance coverage. FHF's trained Healthcare Navigators will work with residents to provide guidance on Florida KidCare, Medicaid, the Health Insurance Marketplace, the Pinellas County Healthcare Plan, and local safety-net programs, ensuring they receive the benefits and care they are entitled to. Our Navigators will assist with the complexities of the enrollment process, helping residents overcome language, literacy, and technical barriers that often prevent them from accessing care. By providing one-on-one support, outreach services, and continued engagement throughout the healthcare coverage lifecycle, the program will directly address the need for accessible, accurate, and timely healthcare assistance. The program will focus on ensuring that vulnerable populations, including low-income families, seniors, and racial and ethnic minorities, are connected to the resources and services they need to lead healthier, more secure lives.

C.2. Provide current supporting statistics or data specific to Pinellas County such as needs assessments, interviews, waiting lists, surveys, trends and/or analyses to demonstrate the need described in C1.

According to Florida Department of Health's CHARTS, as of 2023, approximately 11.9% of Pinellas County residents aged 0-64 are uninsured. This rate is slightly higher than the state average of 11.7% for the same age group, highlighting a gap in healthcare access. These uninsured individuals represent a large portion of the population in need of assistance with securing healthcare coverage. Many of these residents are from low-income households, further exacerbating their challenges in accessing healthcare services. The need for healthcare coverage is especially critical among the ALICE (Asset Limited, Income Constrained, Employed) population, which constitutes over 34% of households in Pinellas County, as identified in the "ALICE in the Crosscurrents: 2024 Update on Financial Hardship in Florida". Many ALICE households are employed but still struggle to afford healthcare premiums, copays, and other related expenses, making them more reliant on public health programs. The report also underscores that financial hardship is not equally

distributed among different demographic groups. ALICE households in Pinellas County are diverse, encompassing various races, ethnicities, household compositions, and ages. However, financial challenges disproportionately affect certain populations, with Black and Hispanic communities experiencing higher rates of financial hardship compared to their White counterparts. This disparity is influenced by factors such as employment opportunities, wage gaps, and systemic inequalities. These statistics and data sources underscore the critical need for the "Covering Pinellas" program. With nearly 12% of Pinellas County residents uninsured, significant healthcare disparities among Black and Hispanic populations, and the ongoing demand for safety-net healthcare programs, there is a clear need for expanded healthcare coverage assistance. The Family Healthcare Foundation's expertise and ongoing community partnerships position it to effectively address these needs and support underserved populations in accessing the healthcare coverage they deserve.

C.3. Is the program new and innovative, or is funding sought to expand capacity or service in an existing program, or continuation of current funding? No points to be assessed for this question.

Expand Capacity or Service

C.4. If new and innovative, discuss what is currently being done in the community to address the need and how this program differs to provide better results. If expanding capacity, describe the current services available in the community, numbers unserved, and how the proposed program will reduce the number of unserved. If continuation of funding discuss what has been done to obtain alternate funding?

Since 2013, FHF has worked to improve healthcare access for underserved populations in Pinellas County through the Centers for Medicare and Medicaid Services' Affordable Care Act Navigator Grant, funded through the University of South Florida's College of Public Health. There remains a significant number of individuals in the community who are either unserved or underinsured due to barriers such as lack of awareness, limited access to resources, and difficulty navigating complex healthcare programs. The expanded "Covering Pinellas" program will directly address the healthcare needs of these underserved populations by expanding FHF's existing capacity to provide healthcare coverage assistance. The program will: Increase outreach and engagement in high-need areas, including hard-to-reach populations such as the ALICE group and racial/ethnic minorities; Provide personalized, on-site support through our Navigator program at community partners' locations, ensuring accessibility for individuals facing barriers such as lack of transportation or digital access; Deliver ongoing education and assistance to help individuals navigate the complexities of healthcare programs, ensuring they understand their eligibility and how to apply for benefits; and Enhance follow-up support to ensure individuals not only enroll in healthcare programs but also successfully maintain their coverage.

If currently funded, please provide outcomes/utilization/success?



Outcomes/Utilization/Success

***No files uploaded*

C.5. Describe how the proposed program will coordinate with existing programs in the community. If program is working with partners, please include a collaborative letter showing how both sides would be working on project.

To maximize the program's reach and impact, the Family Healthcare Foundation (FHF) will collaborate with key community organizations such as Pinellas County Public Schools, Feeding Tampa Bay's Pinellas Empowerment Center, Hispanic Outreach Center, the Mattie Williams Neighborhood Family Center, Enoch D. Davis Center, Pinellas County Libraries, and the Pinellas Hispanic Leadership Council. These partnerships will enable FHF to engage directly with residents in areas where healthcare access is most limited, ensuring that underserved populations receive the services they need. Through these collaborations, FHF will create a unified network of support, making it easier for individuals to access resources, improving health outcomes, and addressing the root causes of healthcare disparities. Since 2013, the Family Healthcare Foundation (FHF) has led the Covering Tampa Bay Coalition, an initiative focused on ensuring the

Tampa Bay region has access to healthcare coverage. Through this coalition, we have developed strong, collaborative relationships with community partners, and we plan to deepen these connections further. Our intention is to continue fostering these partnerships while expanding our reach and impact in the region. Moving forward, we will invite community partners engaged through this project to join the Covering Tampa Bay Coalition. This collaboration will allow us to collectively strengthen our efforts to connect individuals to public health programs, share best practices, and disseminate critical information about available resources. By bringing together diverse stakeholders, we can build on opportunities for training, capacity-building, and mutual learning to better serve the needs of the community. To ensure that we are effectively meeting the needs of the community and accounting for the voices of those we serve, we will continuously monitor the evolving landscape through regular engagement with community members and partners. We will actively seek feedback through coalition meetings, ensuring that participants' experiences and concerns inform our program development. This ongoing dialogue will help us remain responsive and adaptive, allowing us to refine our services and ensure that we are addressing the specific needs of those who rely on our support. By remaining deeply connected to the community and leveraging the strength of our coalition, we will continue to empower individuals, advocate for policy changes, and contribute to a healthier, more informed Pinellas County.

Please upload Collaborative Letter

☐ **Collaborative Letter**

***No files uploaded*

D. Scope of Services

Completed by admin@familyhealthcarefdn.org on 3/31/2025
12:15 PM

Case Id: 18879

Name: Family Healthcare Foundation

Address: *No Address Assigned

D. Scope of Services

Please provide the following information.

Program Specifics

D.1. Describe the proposed program. Services to be delivered should be clearly identified. Include information regarding evidence-based practices or best practice models used, if applicable.

The "Covering Pinellas" program is designed to improve healthcare access for underserved residents of Pinellas County by offering a comprehensive range of services. The goal is to help individuals navigate the complexities of healthcare coverage, access care, and improve health outcomes. The program offers assessment for eligibility for various programs such as Florida KidCare, Medicaid, the Health Insurance Marketplace, the Pinellas County Healthcare Plan, and local safety-net programs. This screening ensures that individuals are referred to the appropriate programs based on their income, family size, and healthcare needs. Once eligibility is established, trained Navigators provide application and enrollment assistance. Navigators support clients in completing the necessary forms, gathering documentation, and submitting applications for healthcare coverage. This service is especially important for individuals who may face language, technology, or literacy barriers, ensuring they can access the healthcare programs they qualify for without obstacles. After enrollment, the program offers follow-up services, assisting clients with uploading required documents and maintaining communication to ensure continuous coverage. Another key aspect of the program is coverage-to-care education. This service helps clients effectively use their healthcare coverage by teaching them how to access primary care, preventive services, and specialists. Additionally, clients are encouraged to establish a medical home. This helps ensure continuity of care, improves health outcomes, and simplifies access to services. To further support long-term success, the program emphasizes healthcare literacy through educational workshops and resources to help participants understand their healthcare options. Beyond healthcare, the program also provides referrals or assistance with wrap-around services such as SNAP, housing support, and other community resources.

D.2. What will the funding be used to purchase or pay for to support the program? This should align with the attached Annual Budget and Operational Narrative and the selected priority area (A.12. of the application). Include how does this funding request supplement, not duplicate, current program funding?

Funding will be used to pay for Healthcare Navigator time to support the project to help families find affordable healthcare coverage. Additionally, a small portion of the funding is requested for supplies, communication (i.e. cell phone costs), printing, IT support, and insurance policies to ensure the integrity of the project, as well as mileage costs. The funding will enhance the Family Healthcare Foundation's work by ensuring that the project targets the zip codes of 33705, 33712, 33711, 33714, and 34689 to prioritize Healthcare and Human Services for Disadvantaged Residents.

D.3. Describe program services including frequency, duration and intensity. Example: Weekly financial literacy sessions for 20 clients for 6 months or completion of curriculum.

The Covering Pinellas program will provide daily application assistance to up to 5 individuals or families, offering personalized support in navigating healthcare coverage options. Additionally, the program will include ongoing outreach and education efforts at 2x/month at a minimum to raise awareness about available healthcare coverage options for

Pinellas County families. These services will be provided over a 12-month period, ensuring consistent support and engagement throughout the program.

D.4. What is the target population and eligibility criteria for the program?

The program will serve individuals in Pinellas County, focusing on those who are uninsured, underinsured, and/or seeking affordable healthcare resources. Key focus areas will be the ALICE (Asset Limited, Income Constrained, Employed) population, who are often underserved and face significant barriers to accessing healthcare, as well as the lowest-income ZIP codes in Pinellas County, with the highest percentage of Black and Hispanic residents. Eligibility for assistance through the "Covering Pinellas" program will be determined using the Federal Poverty Level (FPL) guidelines, which help define income brackets and assess eligibility for various health programs, including Florida KidCare, Medicaid, the Health Insurance Marketplace, the Pinellas County Healthcare Plan and local safety-net programs. These income thresholds are critical for determining which individuals and families can benefit from financial assistance for healthcare coverage. • 0% to 138% of FPL (Low Income): Individuals and families in this range are considered low-income and typically qualify for Medicaid or CHIP benefits. They are prioritized for coverage under county safety-net programs like Pinellas County Health Care Plan, as they often have limited access to affordable healthcare without financial assistance. • 139% to 250% of FPL (Low to Moderate Income): This group is eligible for premium tax credits and cost-sharing reductions through the Health Insurance Marketplace, which helps reduce out-of-pocket costs, making healthcare more affordable. • 251% to 400% of FPL (Moderate Income): Families and individuals in this range are considered moderate-income. While they may not qualify for cost-sharing reductions, they can still access premium tax credits through the Health Insurance Marketplace, reducing their monthly premiums for health insurance. By using these FPL guidelines, we ensure that healthcare resources are targeted effectively to those who need them most.

D.5. Provide the geographic service area(s) and hours and days for the program during contract period.

The "Covering Pinellas" program will target residents of the following targeted ZIP codes in Pinellas County, where there are high concentrations of uninsured, underinsured, and economically disadvantaged populations: • 33705 (South St. Petersburg): A zip code with a significant percentage of Black residents and notable economic disparities. • 33712 (St. Petersburg): A predominantly Black community with high poverty rates. • 33711 (St. Petersburg, Gulfport area): Home to substantial Black and Hispanic populations, facing housing instability and digital access challenges. • 33714 (North St. Petersburg): A rapidly diversifying area with growing Hispanic and immigrant populations, many of whom face language and economic barriers. • 34689 (Tarpon Springs): Includes a historically Black neighborhood with a growing Hispanic population. While the primary focus will be on these ZIP codes, the program will provide services throughout all of Pinellas County, ensuring that any resident in need of healthcare coverage assistance can access the program, regardless of location. The Family Healthcare Foundation offers in-person and virtual appointments Monday through Friday from 9:00 AM to 5:00 PM, and evening and weekend availability as needed and by request. These hours allow residents to schedule appointments during standard business hours, ensuring accessibility for those who can meet during regular work hours. During the open enrollment period, FHF offers extended, flexible service hours including evenings and weekends to support the needs of individuals who may work or have other responsibilities during the week, allowing them to access services during non-traditional hours. By offering both in-person and virtual appointments, we ensure that individuals with varying schedules and technological access can still benefit from the program's services.

D.6. Describe the program staff, including qualifications, expertise, and credentials, if required.

FHF program staff consists of a highly skilled and experienced team of Healthcare Navigators who specialize in providing enrollment assistance for a wide range of healthcare coverage options. Each of our Navigators brings deep knowledge of the complex healthcare system and is committed to guiding individuals through the process of accessing affordable healthcare coverage. Our team includes key staff members who have been involved with the Navigator program since its inception in 2013, when the Health Insurance Marketplace was first launched. These individuals bring a wealth of experience and a high level of expertise in both administrative and programmatic roles, making them well-equipped to

ensure the program's success. Over the last decade, FHF has cultivated a recognized reputation for excellence in this area, successfully assisting thousands of families in Pinellas County and beyond. The Navigators on staff have undergone rigorous training and have earned certification in healthcare enrollment assistance through the Centers for Medicare & Medicaid Services (CMS), ensuring they meet all federal and state regulatory requirements. These credentials attest to their expertise in assisting individuals and families with navigating the complexities of various healthcare coverage programs. Our navigators are proficient in helping residents understand their eligibility for different health plans, assist with the application process, and provide ongoing support for individuals in need of continued healthcare services. In addition to their formal certifications, FHF Navigators are continually updated on changes to healthcare policies, eligibility requirements, and new opportunities for coverage through regular training and professional development. This ensures they are well-prepared to provide the most up-to-date information and support to those we serve, maximizing the likelihood of successful enrollment and long-term healthcare access.

E. Program Outcomes and Goals

Completed by admin@familyhealthcarefdn.org on 3/31/2025
12:22 PM

Case Id: 18879

Name: Family Healthcare Foundation

Address: *No Address Assigned

E. Program Outcomes and Goals

Please provide the following information.

E.1. Describe the goal(s) of the program using the Program Goals and Outcomes Template [Program Goals and Outcomes Template](#). Please download, complete, and upload below. Include for each goal being addressed:

- **Outcomes** - *Describe the changed state in the program participants or broader community that can be measured and identified. Include % change.*
- **Indicators** - *Identify qualitative and quantitative indicators to measure the outcomes.*
- **Methods of Evaluation** - *Identify how these outcomes will be measured (e.g. surveys, staff observation, program plans, assessments, self-reports.*
- **Measurement Intervals** – *Identify when the measures will be captured. (The goals and objectives must be measurable within a twelve (12) month period.)*



Outcomes and Goals Template Save as Outcomes and Goals Agency name *Required

Outcomes and Goals Family Healthcare Foundation.pdf

E.2. What information will be collected to demonstrate program success?

The Family Healthcare Foundation (FHF) collects comprehensive data to measure and demonstrate program success. This includes screening data to assess each individual's eligibility and determine the most appropriate healthcare coverage program based on factors such as geographic location, income, household size, and other relevant criteria. Additionally, we track enrollment data specific to the programs individuals are enrolled in, ensuring no personally identifiable information (PII) is captured in compliance with privacy standards. To further evaluate program reach and effectiveness, FHF also collects outreach and marketing data, which helps measure the success of our engagement efforts and the extent to which the community is accessing our services. This comprehensive approach to data collection allows us to assess the impact of the program, identify areas for improvement, and ensure that we are effectively meeting the healthcare needs of Pinellas County residents.

E.3. Describe how client/individual data is collected. (Please be specific on the platform your program uses if you collect data electronically, and the interval at which data is collected)

The Family Healthcare Foundation collects client/individual data during screenings and appointments through secure, electronic platforms, specifically HIPAA-compliant Google Forms or REDCap. These platforms allow for the efficient and accurate capture of key information, including healthcare program eligibility, enrollment details, and outreach metrics. All collected data is stored on HIPAA-compliant servers to ensure the privacy and security of sensitive information. Data is collected at regular intervals—on a per-appointment or screening basis—enabling real-time tracking of service delivery. This data is then analyzed on a weekly, monthly, and quarterly basis to evaluate the effectiveness of the programs, monitor progress toward established goals, and identify trends or challenges. The analysis allows FHF to assess the success of outreach efforts, enrollment processes, and overall service delivery. Additionally, the insights derived from the data help inform program improvements and the development of best

practices, ensuring that the Family Healthcare Foundation continually enhances its services to meet the evolving healthcare needs of the community. The regular review of data also facilitates the identification of opportunities for further outreach, efficiency improvements, and more targeted support for individuals and families.

F. Budget

Completed by admin@familyhealthcarefdn.org on 3/31/2025 1:31 PM

Case Id: 18879

Name: Family Healthcare Foundation

Address: *No Address Assigned

F. Budget and Financial Sustainability

Please provide the following information.

F.1. Total Agency budget for entire organization (local) This should be the largest amount.

\$3,083,228.00

F.2. Total Program budget. Amount currently allocated to fund the program with the requested Social Action Funding.

\$177,724.00

F.3. Total Pinellas County Social Action Funding request.

\$95,210.00

F.4. What percentage of the program budget will be funded with Pinellas County Social Action Funding?

54.00%

F.5. What other funders also financially support this program? To include the amount of funding and what those funds are used for.

University of South Florida's College of Public Health – ACA Navigator - \$74,514 (Pinellas County only) Allegany Franciscan Ministries – Wellness Grant - \$3000 Florida Philanthropic Network – Census - \$5000

F.6. What other Pinellas County funding does the organization receive for any and all programs?

University of South Florida's College of Public Health – ACA Navigator - \$74,514 (Pinellas County only) Allegany Franciscan Ministries – Wellness Grant - \$3000 Florida Philanthropic Network – Census - \$5000

F.7. Describe the organizations plan for financial and program sustainability beyond fiscal year 2026.

We will actively seek new opportunities for funding and are committed to diversifying our revenue streams to ensure the long-term success and sustainability of the program. The likelihood of continued funding from local partners and other potential sources remains strong, allowing us to confidently move forward with our efforts to improve Healthcare and Human Services for Disadvantaged Residents of Pinellas County.

F.8. Please download and complete the [Annual Budget](#) form.



Annual Budget Narrative *Required

FY26 Annual Budget Report.xlsx

G. Required Documents

Completed by admin@familyhealthcarefdn.org on 4/1/2025 2:26 PM

Case Id: 18879

Name: Family Healthcare Foundation

Address: *No Address Assigned

G. Required Documents

Please upload the following documents.

Documentation



Proof of 501(c)(3) status save as 501c3 Agency name *Required

501c3 Family Healthcare Foundation.pdf



Proof of incorporation in the State of Florida for at least one (1) year Save as Incorporation Agency name

***Required**

Incorporation Family Healthcare Foundation.pdf



Most Recent Financial and Single Audit (required if available) or IRS Form 990 (only if audit unavailable) Save as Audit Agency name *Required

Audit Family Healthcare Foundation.pdf



W-9 with legal name which matches that of applicant name Save as W9 Agency name *Required

W9 Family Healthcare Foundation.pdf



Current Certificate of Insurance Save as Insurance Agency Name *Required

Insurance Family Healthcare Foundation.pdf



Completed [Internal Control Checklist](#) Save as Internal Control Checklist Agency name *Required

Internal Control Checklist 2022.pdf

☒ [Annual Budget](#) Report Save as Annual Budget Agency name ***Required**

Annual Budget Family Healthcare Foundation.pdf

☒ **Outcomes and Goals Template** Save as Outcomes and Goals Agency name ***Required**

Outcomes and Goals Family Healthcare Foundation.pdf

☐ **Current state licenses or registrations**

****No files uploaded**

☒ **Local Agency Organizational Chart** Save as Org chart Agency name ***Required**

Organizational Chart Family Healthcare Foundation.png

☒ **Program Job Descriptions, if funding supports salaries if applicable** Save as Job Descriptions Agency name

Job Description 2025 Family Healthcare Foundation.pdf

☐ [Housing First Checklist, if applicable](#) Save as Housing First Agency name

****No files uploaded**

☐ **Shelter Entrance Criteria, if applicable** Save as Shelter Entrance Criteria Agency name

****No files uploaded**

☒ [Data Control Questionnaire](#) Save as Data Control Questionnaire Agency Name ***Required**

Data Control Questionnaire Family Healthcare Foundation.pdf

☒ [HS E-Verify Affidavit](#) Save as Everify Agency name ***Required**

E-Verify Family Healthcare Foundation.pdf

☒ **Board Member List, Including mailing and email addresses and phone numbers, if applicable** Save as Board Members Agency name

☐ **Accreditation, if applicable Save as Accreditation Agency name**

***No files uploaded*

☒ **Human Trafficking Affidavit Save as Human Trafficking Agency Name *Required**

Human Trafficking Family Healthcare Foundation.pdf

☒ **Travel / Mileage policy if funding is requested Save as Travel policy Agency name**

Travel policy Family Healthcare Foundation.pdf

☐ **Conflict of Interest Policy if available Save as Conflict of Interest Agency name**

***No files uploaded*

☐ **Program Policy and Procedures if available Save as Program Policy and Procedures Agency Name**

***No files uploaded*

Submit

Completed by admin@familyhealthcarefdn.org on 4/1/2025 2:26 PM

Case Id: 18879

Name: Family Healthcare Foundation

Address: *No Address Assigned

Certification

Once an application is submitted, it can only be "Re-opened" by an Administrator.

By clicking submit, I certify that I am an authorized representative of the proposing agency and the information contained in this application is true and accurate to the best of my knowledge and due diligence.

I also understand that applications are limited to one per organization, and if more than one application is submitted by my organization, only the most recent will be considered for funding.

Authorized Representative Signature

Katie Roders Turner

Electronically signed by admin@familyhealthcarefdn.org on 4/1/2025 2:26 PM

Date Submitted

04/01/2025

Program Description

Completed by mjplews@healthystartpinellas.org on 3/18/2025
6:49 AM

Case Id: 18884

Name: Healthy Start Coalition of Pinellas, Inc.

Address: *No Address Assigned

Program Description

Please provide the following information.



Social Action Funding Application for the funding period of October 1, 2025 - September 30, 2026

**Pinellas County Board
of County
Commissioners**
Human Services
440 Court St, 2nd Floor
Clearwater, FL 33756

Pinellas County Human Services is accepting applications from qualified non-profit organizations desiring to provide social services to low-income residents of Pinellas County.

The Social Action Grant Program provides funding to social service organizations for priority services that directly support Pinellas County.

The attached Social Action Grant Program application instructions outline the competitive process for the selection of organizations to receive Social Action Funding Grants as allocated by the Pinellas County Board of County Commissioners (Board) for FY 2026

Funding applications are limited to a minimum of \$10,000.00 and a maximum of \$150,000.00. Only one (1) application may be submitted per agency. Applicants may apply for either a large award (\$100,000.00 - \$150,000.00), or a small award (\$10,000.00 - \$99,999.00). A maximum of five large awards will be made, with the remainder of funding allocated to small awards. The amount requested does not guarantee an award. Actual awards will be based on the recommendation of the review committee and approval of the Board. The funding priorities for the Social Action Grant Program are:

- **Food and Nutritional Services:** including food banks, meal delivery, congregate dining, and related supportive services.
- **Homeless Prevention and Supportive Services:** including homeless outreach and engagement, prevention and diversion services, system navigation, and shelter and housing support.
- **Healthcare and Human Services for Disadvantaged Residents:** including, but not limited to, specialized healthcare services, workforce development, life skills training and support, transportation or mobility assistance, chore services, health and hygiene support, and specialized mentoring or educational programs for

disadvantaged populations.

- **Supportive Services for an Aging Population:** any of the above listed types of programs or additional supportive programs targeted to an aging population.

The submission deadline for all applications is April 4, 2025 at 4:00 PM (no exceptions). Organizations must utilize the online application through the Neighborly System. Please allow ample time for submission and technological challenges, as late applications will not be accepted. For questions regarding your application, please contact: Amanda Craft at acraft@pinellas.gov.

ELIGIBILITY CRITERIA

- ☒ The applicant organization must agree to the terms and conditions contained in the Pinellas County Social Action Program Agreement. **NO EXCEPTIONS** to the terms and conditions of the agreement will be permitted. The County reserves the right to update these terms and conditions from time to time and as needed to meet the needs of the County.

DISCLAIMER

- ☒ Pinellas County Government reserves the right to: 1) cancel the application process; 2) accept or reject any or all applications received; 3) waive any non-substantive deficiency or irregularity, waive or remedy any technical or immaterial errors; 4) request any necessary clarifications of proposal data without changing the terms of the proposal; 5) negotiate with any qualified applicant; 6) award a contract in what it believes to be the best interest of the County; 7) cancel the request, in part or its entirety, if it is deemed to be in the best interest of the County; 8) reject the program of any applicant that has previously failed to perform properly; 9) reject the program of any applicant who has failed to complete a contract within the specified timeframe; 10) reject the program of any applicant that is not in a position to fulfill a resulting contractual obligation.

EXCLUSIONS

The following are not eligible for Social Action Grant funding:

1. Capital Expenses
2. Improvements to Real Properties
3. Indirect Cost Rate (e.g. a fixed % of the program budget; direct costs are allowable)
4. Research studies or technical assistance
5. Employee or volunteer incentives
6. Legal fees or any expenses specifically related to criminal activity including court costs, citations, restitution, child support, alimony, or immigration related expenses
7. Alcohol, tobacco, firearms or lottery tickets
8. Expenses related to immigration or returning to country of origin
9. Gift Cards
10. Money orders
11. Property taxes
12. Vehicle purchases

FATAL CRITERIA

- Agency has not been incorporated in the State of Florida for a minimum of one (1) year.
- Agency does not have a 501 (c) (3) status for a minimum of one (1) year.
- Agency is not in compliance with an existing County contract at the time of submission.
- Agency's proposal is under/over the minimum (\$10,000.00)/ maximum (\$150,000.00).
- Application is late (system will not allow incomplete or late submissions).
- Application does not include a budget.

Please [CLICK HERE](#) to download a copy of the full program description.

☒ I acknowledge that I have clicked the above link and reviewed all program documentation.

Please [CLICK HERE](#) to download a copy of the Agreement.

☒ I acknowledge that I have clicked the above link and reviewed and agree to all terms.

Please [CLICK HERE](#) to view Frequently Asked Questions

NOTE: Incomplete applications will not be accepted by the system.

Eligibility

Completed by mjplews@healthystartpinellas.org on 3/18/2025
6:50 AM

Case Id: 18884

Name: Healthy Start Coalition of Pinellas, Inc.

Address: *No Address Assigned

Eligibility

Please provide the following information.

1. Is the applicant organization a non-profit 501 (c) (3) organization for at least one (1) year and incorporated in the State of Florida for at least one (1) year prior to date of application? The program is funded by local tax revenue. As such, publicly funded organizations are not eligible for awards under this solicitation.

Yes

2. Is the applicant organization the organization providing the proposed services? Subcontracting of contractual services is prohibited.

Yes

3 Do the proposed programs/services serve residents of Pinellas County?

Yes

4. Is the mission of the applicant organization consistent with the goals of the Social Action Grant Program to address the health, economic, and social well-being of Pinellas County residents in need of assistance? The applicant organization must not discriminate against any applicant for employment or employee with respect to hire, tenure, terms, conditions or privileges of employment or any matter directly or indirectly related to employment or against any client because of age, sex, race, ethnicity, color, religion, national origin, disability, marital status, or sexual orientation.

Yes

5. Does the applicant organization discriminate against any person on the basis of age, sex, race, ethnicity, color, religion, national origin, disability, marital status or sexual orientation in admission, treatment, or participation in its programs, services and activities?

No

6. Do the programs proposed by faith-based organizations have a secular purpose, and do not require worship or religious instruction activities? Services provided by faith-based organizations must be available to all Pinellas County residents, not solely for congregation members.

N/A

7. Are you an individual seeking financial assistance for yourself or another individual?

No

A. Agency Information

Completed by mjplews@healthystartpinellas.org on 3/28/2025
9:56 AM

Case Id: 18884

Name: Healthy Start Coalition of Pinellas, Inc.

Address: *No Address Assigned

A. Agency Information

Please provide the following information.

LEGAL AGENCY INFORMATION (FOR CONTRACT)

A.1. Legal Organization Name

Healthy Start Coalition of Pinellas, Inc.

A.2. DBA (if applicable)

A.3. Legal Address

4000 Gateway Centre Blvd. Suite 200 Pinellas Park, FL
33782

PROJECT INFORMATION

A.4. Program Name/Project Title

Beds 4 Babies

A.5. Summary - provide a brief summary of program and how funding would be utilized.

Providing education and a safe place for babies to sleep for Pinellas County families who cannot otherwise afford one, to prevent sleep related deaths, the leading cause of preventable infant deaths.

A.6. Physical Program Address

4000 Gateway Centre Blvd. Suite 200 Pinellas Park, FL
33782

A.7. Program Manager First Name

Ginger

A.8. Program Manager Last Name

Hedrick

A.9. Program Manager Title

Program Coordinator

A.10. Program Manager Email

APPLICATION CONTACT INFORMATION

A.19. First Name

Mary Jo

A.20. Last Name

Plews

A.21. Contact Person/Title

Executive Director

A.22. Contact Email

mjplews@healthystartpinellas.org

A.23. Telephone

7275076330221

A.24. Executive Officer with signing authority First Name

Mary Jo

A.25. Executive Officer with signing authority Last Name

Plews

A.26. Executive Officer Title

Executive Director

A.27. Executive Officer Email

mjplews@healthystartpinellas.org

A.28. Executive Officer Phone Number

(727) 507-6330

A.11. Program Manager Phone Number

(727) 507-6330

A.12. Social Action Funding Priority Area

Note: Only one (1) application may be submitted per organization. If more than one is submitted, only the first will be considered for funding.

Healthcare and Human Services for Disadvantaged Residents

A.13. Funding Category **ONLY SELECT ONE**

☒ \$10,000.00-\$99,999.00

☐ \$100,000.00-\$150,000.00

A.14. Total Amount Requested

Note: Max request is \$150,000.00

\$97,956.00

A.15. Taxpayer/Employer ID

593109517

A.16. Unique Entity Identifier (UEI- Federal SAM.GOV Number, if registered

Sam # NGRHY7E4BFK8 Cage # 394AO

A.17. Date of incorporation in Florida

12/06/1991

A.18. Date of 501(c)(3) Status

09/01/1993

B. Organization Profile

Completed by mjplews@healthystartpinellas.org on 3/30/2025
9:59 AM

Case Id: 18884

Name: Healthy Start Coalition of Pinellas, Inc.

Address: *No Address Assigned

B. Organization Profile

Please provide the following information.

B.1. Describe how the mission and purpose of the agency align with the funding priority area.

Our mission is to promote and support healthy pregnancies, babies, and families in Pinellas County. Our primary goals are to: Reduce fetal and infant mortality and morbidity, Reduce the number of low birth weight and preterm births, Improve maternal and child health developmental outcomes. Our vision is healthy families living safe and affirmed in a supportive community. Our mission, vision, and goals align with funding priority area of Healthcare and Human Services for Disadvantaged Residents. Our services focus on clients living in Pinellas County, enrolled in Medicaid or Pregnancy Medicaid (191% of the federal poverty limits), marginalized populations especially those with less access to community support and services. We are also committed to families at risk of having a poor birth outcome or infant death.

B.2. Describe your board membership and how the board is reflective of the target population.

The perspectives of the community we serve is reflected in our staff, our Board, and our internal processes. We are intentional in our efforts to have a diverse Board; 65% of our Board members identify as African American, Black or Latinx/Hispanic, and 35% White. 24% of our Board members identify as Male, and 76% Female. Additionally, 24% of our Board members were Healthy Start participants which is reflective of our target population. Many of our Board members and staff were former program participants who decided to get involved on a deeper level. The Coalition applied and was selected to participate in the Nonprofit Leadership Center "Advancing Racial Equity on Nonprofit Boards (ARENB)", and one of the Fellows selected our agency and was elected to serve on our Board of Directors. She selected us as she was a Healthy Start participant. A second ARENB fellow will be elected to our Board in June 2025 at our annual business meeting. Leadership is encouraged and does serve on many of our partner agency boards and committees. It is important that we are engaged in the issues within our community and continue to innovate solutions to help address these issues.

B.3. Explain the organization's experience relevant to the proposed priority area.

Established in 1992, our mission is to promote healthy pregnancies, babies, and families in Pinellas County. The Coalition is the legislatively designated agency to lead Maternal Child Health in Pinellas County. Through the Beds 4 Babies project we identify and connect families at risk of having a poor birth outcome or infant death. The Coalition has partnered with the Juvenile Welfare Board on media campaigns to build awareness of safe sleep practices in Pinellas County and lower the occurrence of infant death. Staff are social service providers, health-related professionals, and those with experience working in maternal and child health, and who function in partnership with the pregnant woman/family in providing linkage to programs and resources to address risk factors they may have a Minimum of four year college degree in one of the following areas: a) Social sciences; b) A health-related field such as nursing, health education, health planning, or health care administration; c) Social work Staff must have skills related to cultural sensitivity to and competency in working with participants from a variety of cultural backgrounds; Practice of family centered communication skills; Ability to advocate on the participants' behalf and communicate with health care providers and other community resources; ability to evaluate and assess needs.

B.4. Describe your onboarding process and program implementation timeline across the organization and for this program.

This program is an existing program that we are asking for support to expand. Currently Beds 4 Babies receives referrals from a broad network of sources, including internal Healthy Start Coalition of Pinellas programs. The expansion of Beds 4 Babies does not require a separate timeline, we hope to serve additional families who are already being referred to the Coalition from internal and external programs. The program implementation of services provided by Beds 4 Babies is tailored to the needs of each family. Clients receive education and training on safe sleep practices upon interactions with our team, and receive a safe sleep kit to help them implement learned practices.

C. Community Needs

Completed by mjplews@healthystartpinellas.org on 4/3/2025 7:30 AM

Case Id: 18884

Name: Healthy Start Coalition of Pinellas, Inc.

Address: *No Address Assigned

C. Community Needs

Please provide the following information.

C.1. Clearly identify the need to be addressed through the proposed program.

The focus of the Beds 4 Babies Project is to save lives by preventing infant sleep related deaths due to sleep related suffocation or asphyxiation. The issue in Pinellas County is the high prevalence of these kinds of deaths, historically. According to the District Six Medical Examiner's office, an average of 10 babies a year die of suffocation or asphyxiation in bed, caused both by a lack of supplies a family needs to keep their infant safe while sleeping and a lack of proper safe sleep education. Our goal is to prevent infant sleep related deaths due to suffocation and asphyxiation by educating parents and caregivers about safe sleep guidelines and by providing a portable crib/pack and play. Pack and plays are used because they are portable, easy to assemble, it can be used for sleeping or as a playpen for the first year of life. Furthermore, is the most cost-effective unit for safety, value, and longevity. The Beds 4 Babies program works directly with families most in need, focusing on those who have no safe place for their baby to sleep. Families are assessed to determine need for a crib and receive information to reinforce the message of safe sleep, including how to reduce the risk of Sudden Unexpected Infant Death (SUIDS) and deaths from co-sleeping, including suffocation/asphyxiation. This is the #1 cause of preventable infant deaths in our community.

C.2. Provide current supporting statistics or data specific to Pinellas County such as needs assessments, interviews, waiting lists, surveys, trends and/or analyses to demonstrate the need described in C1.

Over the past 10 years, almost 90 babies in Pinellas County have suffocated while sleeping unsafely. That's enough children to fill five kindergarten classrooms. While each circumstance was different, they all had one thing in common: All of these deaths were preventable. (<https://www.sleepbabysafely.com>). According to Florida Department of Health (FDOH) CHARTS/Vital Statistics Maternal & Child Health data (2021-2023 rolling average rates), disparities in infant deaths for infants born to Black and Hispanic women in Pinellas County exist. Pinellas has an overall Infant Mortality rate per 1,000 of 5.7; for White: 4.1, Black: 13 and Hispanic: 6. Similar trends exist for Sudden Unexpected Infants Deaths (SUID) for Pinellas the rate is 0.7 overall, 0.3 for White, 2.8 for Black, and 0.9 for Hispanic. Note the SUID rate for Black infants is almost 9 times higher than the rate for White infants. Beds 4 Babies data shows that approximately 77% of those we serve are non-white, including Black, African-American, Asian American Pacific Islander or Hispanic. Sudden Unexpected Infant Deaths (SUID) are defined as deaths to babies less than 1 year of age that occur suddenly and unexpectedly, and whose cause of death are not immediately obvious prior to investigation. Each year in the United States, more than 4,500 infants die suddenly of no immediate, obvious cause. In Pinellas, there are about 9 SUID deaths every year. The Coalition's Beds 4 Babies program has completed client interviews in the past. The program does not have any current waiting lists and all requests for support have been fulfilled. The majority of our clients are male black babies, many times we see overcrowded homes and families who are low-income and typically have poor social support.

C.3. Is the program new and innovative, or is funding sought to expand capacity or service in an existing program, or continuation of current funding? No points to be assessed for this question.

Expand Capacity or Service

C.4. If new and innovative, discuss what is currently being done in the community to address the need and how this program differs to provide better results. If expanding capacity, describe the current services available in the community, numbers unserved, and how the proposed program will reduce the number of unserved. If continuation of funding discuss what has been done to obtain alternate funding?

We are requesting funds to help support the expansion of the Beds 4 Babies program. Currently the Beds 4 Babies program receives referrals both internally and externally. Healthy Start Coalition programs refer families to the Beds 4 Babies program who are at risk for low birth outcomes and/or infant death. In addition, community partners and existing community programs also refer families to the Beds 4 Babies program. Annually we may see a need of over 500 families who could benefit from safe sleep education and supplies to ensure their infant is safe during sleep. Currently we are distributing safe sleep kits to 375 families with funding provided through this grant. We are requesting funds to help us continue our work and increase capacity to serve 400 families which will reduce the number of unserved families.

If currently funded, please provide outcomes/utilization/success?



Outcomes/Utilization/Success

Successes Healthy Start Coalition of Pinellas.pdf

C.5. Describe how the proposed program will coordinate with existing programs in the community. If program is working with partners, please include a collaborative letter showing how both sides would be working on project.

The Beds 4 Babies program currently collaborates with other existing programs in Pinellas County, including those led by the Coalition to address Maternal and Child Health (Healthy Start home visiting programs, coordinated intake and referral program to connect referred and self-referred families to services and resources). During our recent hurricanes in 2024, the Healthy Start Coalition of Pinellas was the County lead for distribution of safe sleep supplies especially working Pinellas County, BayCare, and the Juvenile Welfare Board to address unexpected infant care needs of displaced families. The Coalition's First 1,000 Days Pinellas Program, funded through the Juvenile Welfare Board, refers families to Beds 4 Babies because of its unique service to meeting the unmet needs of families not participating in a home visit program. Beds 4 Babies works with the Pinellas County Health Department to review infant deaths and determine preventable measures that help enhance the practices in Beds 4 Babies to help families address risk factors to keep their children safe. Our Beds 4 Babies Program Coordinator has trained "Community Champions for Safe Sleep" at Angels Against Abuse, Operation PAR (home visiting team and MAPS), Ronald McDonald House, Healing Pinellas, Bay Area Pregnancy Center, Morton Plant Hospital - BayCare, Mease Countryside Hospital- BayCare, The Kidz Club, High Point Neighborhood Family Center, Citizens Alliance for Progress, Bayfront Family Health Center (3rd floor), Bayfront Baby Place Hospital, St. Petersburg Pediatrics, and St. Petersburg Hospital Women's Services. Additionally, Beds 4 Babies informational flyers are available in hundreds of OB/GYNs, pediatrician's offices, and businesses across Pinellas County.

Please upload Collaborative Letter



Collaborative Letter

Collaborative Letters Healthy Start Coalition of Pinellas.pdf

D. Scope of Services

Completed by mjplews@healthystartpinellas.org on 3/30/2025
10:19 AM

Case Id: 18884

Name: Healthy Start Coalition of Pinellas, Inc.

Address: *No Address Assigned

D. Scope of Services

Please provide the following information.

Program Specifics

D.1. Describe the proposed program. Services to be delivered should be clearly identified. Include information regarding evidence-based practices or best practice models used, if applicable.

The Coalition provides a "Safe Baby Sleep Kit" that includes items required to keep the infant safe including (cost of \$150 per family): • (1) "Pack and Play" portable crib and supporting educational materials • Fitted Sheets • Other newborn items that may include Halo sleep sack, safe sleep baby book, wipes, diapers, tummy time quilts, and/or mats. • Safe Sleep Education and Materials This "Safe Baby Sleep Kit" is given to the family, along with personalized safe sleep education that follows guidelines set by the American Academy of Pediatrics. This personalized education includes demonstrations on how to properly set up and use the Pack and Play, how to properly use the sleep sack and how to place an infant to sleep on their back, alone and in a crib. The program also includes a review of safe sleep practices, and instructions on how to keep the environment surrounding the baby safe. Families understand why they are getting these items, and the need to protect and save lives by following the education provided. Families are also encouraged to make sure that any people caring for their child know and use these same instructions. The session concludes with the signing of a release of liability that promises to use these products correctly and follow safe sleep guidelines. Residents of Pinellas County in Florida receive these services through home visits provided by HSCP staff or visit our administrative offices in Pinellas Park. In addition, we partner with organizations that work directly with pregnant women and/or families with an infant in the home. These partners help us reach more families in need of safe sleep education and a bed for their baby. Success is tracked by: (1) evaluating client's understanding of infant safe sleep guidelines through questions and increased knowledge and skills; (2) by tracking the number of sleep related deaths due to suffocation or asphyxiation.

D.2. What will the funding be used to purchase or pay for to support the program? This should align with the attached Annual Budget and Operational Narrative and the selected priority area (A.12. of the application). Include how does this funding request supplement, not duplicate, current program funding?

Direct services provided to disadvantaged residents through the Beds 4 Babies program include safe sleep education by program staff and a demonstration on how to properly utilize the Pack and Play through home visitation or by clients visiting the Coalition administrative offices. Services also include distribution of safe sleep kits. Funding will supplement the program for 1 year.

D.3. Describe program services including frequency, duration and intensity. Example: Weekly financial literacy sessions for 20 clients for 6 months or completion of curriculum.

Services are typically provided during normal business hours, but we attend weekend and evening community events, where education and distribution of the kits is provided. We also increase our frequency during public health emergencies, similar to shelter needs during hurricane recovery. Duration of visits and education with families depends on the needs of the family, but typically lasts about 1 hour per visit.

D.4. What is the target population and eligibility criteria for the program?

Our target clients must be a Pinellas County resident and must be a minimum of 28 weeks pregnant. Clients are eligible if they are not already participating in a program that can provide a safe place for the baby to sleep. The guidelines to participate in the Beds 4 Babies program is an infant under the age of 1 and under 30 lbs.

D.5. Provide the geographic service area(s) and hours and days for the program during contract period.

This program serves all of Pinellas County and is open at least 8:30am - 5:00pm Monday - Friday; but it is also available on call if a client is at one of our hospital partner locations. We also attend weekend and evening community events to increase our reach in the community.

D.6. Describe the program staff, including qualifications, expertise, and credentials, if required.

The Program Coordinator serves as the Beds for Babies Program Coordinator and serves as community outreach lead, representing the agency at community and partner events, acting as a link between the Coalition and many of its audiences and/or collaborators. The Coordinator assists with volunteers, resource gathering and in-kind donation tracking. Staff are professionals with experience working in maternal and child health, and who function in partnership with the pregnant woman/family in providing linkage to programs and resources to address risk factors identified. Staff requirements include: • BA/BS in Public Health, Social Work or related field • One year of experience in community relations, public health issues, and maternal and child health. • Excellent written and verbal communication skills. • Can demonstrate sound judgment, dependability, and good teamwork and communication skills. • Has a tactful, pleasant, and friendly approach in dealing with staff, guests, and individuals within the community. • Is capable of meeting the physical demands of the position as outlined below. • Has the ability to work flexible hours as needed. • Can travel within Pinellas County and state as needed; must be flexible with respect to daily work location. • Must have a valid Florida driver's license and the ongoing use of a reliable automobile. • Travel to state workshops or conference(s) may be required. • Must have training on the American Academy of Pediatrics Safe Sleep Recommendations Staff must have: Cultural sensitivity to and competency in working with participants from a variety of cultural backgrounds; Practice of family-centered communication skills; Ability to advocate on the participants' behalf; Ability to communicate with health care providers and other community resource people; Knowledge of: community resources; maternal-child program services; Prenatal and Infant Risk Screen, evaluation and assessment, and the principles of Trauma Informed Care.

E. Program Outcomes and Goals

Completed by mjplews@healthystartpinellas.org on 3/30/2025
10:57 AM

Case Id: 18884

Name: Healthy Start Coalition of Pinellas, Inc.

Address: *No Address Assigned

E. Program Outcomes and Goals

Please provide the following information.

E.1. Describe the goal(s) of the program using the Program Goals and Outcomes Template [Program Goals and Outcomes Template](#). Please download, complete, and upload below. Include for each goal being addressed:

- **Outcomes** - *Describe the changed state in the program participants or broader community that can be measured and identified. Include % change.*
- **Indicators** - *Identify qualitative and quantitative indicators to measure the outcomes.*
- **Methods of Evaluation** - *Identify how these outcomes will be measured (e.g. surveys, staff observation, program plans, assessments, self-reports.*
- **Measurement Intervals** – *Identify when the measures will be captured. (The goals and objectives must be measurable within a twelve (12) month period.)*



Outcomes and Goals Template Save as Outcomes and Goals Agency name *Required

Outcomes and Goals Healthy Start Coalition of Pinellas.pdf

E.2. What information will be collected to demonstrate program success?

Beds 4 Babies collects information that helps our team to determine if there has been increased knowledge in safe sleep practices. Clients respond to a questionnaire, post survey, and staff case notes to determine positive client outcomes, including increased knowledge of safe sleep practices, distribution of a safe sleep kit, and referral to additional resources as needed.

E.3. Describe how client/individual data is collected. (Please be specific on the platform your program uses if you collect data electronically, and the interval at which data is collected)

Client data is collected through a questionnaire during the education training and then at the end of the training provides a post survey distributed by Beds 4 Babies program staff. The survey asks specific questions related to scenarios that provide feedback to the educator as to the client's increase knowledge and understanding of safe sleep practices. Data is recorded in the Coalition's database system and case notes are documented on the client's outcomes. Each piece of information is collected per occurrence with the client, which could be a training completion, distribution of educational materials, or a home/office visit with the family.

F. Budget

Completed by mjplews@healthystartpinellas.org on 3/30/2025
11:01 AM

Case Id: 18884

Name: Healthy Start Coalition of Pinellas, Inc.

Address: *No Address Assigned

F. Budget and Financial Sustainability

Please provide the following information.

F.1. Total Agency budget for entire organization (local) This should be the largest amount.

\$5,151,798.00

F.2. Total Program budget. Amount currently allocated to fund the program with the requested Social Action Funding.

\$121,706.00

F.3. Total Pinellas County Social Action Funding request.

\$97,956.00

F.4. What percentage of the program budget will be funded with Pinellas County Social Action Funding?

80.00%

F.5. What other funders also financially support this program? To include the amount of funding and what those funds are used for.

Other funders for the Beds 4 Babies program include: BayCare provides \$20,625.00 in funding for Beds 4 Babies staffing and safe sleep kits. Parallel Foundation provides \$3,125.00 in funding for Beds 4 Babies .25 FTE staffing (this is a one-time gift).

F.6. What other Pinellas County funding does the organization receive for any and all programs?

The Healthy Start Coalition of Pinellas County does not receive any additional Pinellas County funding.

F.7. Describe the organizations plan for financial and program sustainability beyond fiscal year 2026.

The program will continue beyond the expiration of this funding, but less families will be served in Pinellas County. The Coalition routinely applies for additional funding through private and public sources for all of its programs, including Beds 4 Babies.

F.8. Please download and complete the [Annual Budget](#) form.



Annual Budget Narrative *Required

Annual Budget Healthy Start Coalition of Pinellas.pdf

G. Required Documents

Completed by mjplews@healthystartpinellas.org on 4/3/2025 7:30 AM

Case Id: 18884

Name: Healthy Start Coalition of Pinellas, Inc.

Address: *No Address Assigned

G. Required Documents

Please upload the following documents.

Documentation



Proof of 501(c)(3) status save as 501c3 Agency name *Required

501c3 Healthy Start Coalition of Pinellas.pdf



Proof of incorporation in the State of Florida for at least one (1) year Save as Incorporation Agency name

***Required**

Incorporation Healthy Start Coalition of Pinellas.pdf



Most Recent Financial and Single Audit (required if available) or IRS Form 990 (only if audit unavailable) Save as Audit Agency name *Required

Audit Healthy Start Coalition of Pinellas.pdf



W-9 with legal name which matches that of applicant name Save as W9 Agency name *Required

W9 Healthy Start Coalition of Pinellas.pdf



Current Certificate of Insurance Save as Insurance Agency Name *Required

Insurance Healthy Start Coalition of Pinellas.pdf



Completed [Internal Control Checklist](#) Save as Internal Control Checklist Agency name *Required

Internal Control Checklist Healthy Start Coalition of Pinellas.pdf

☒ [Annual Budget](#) Report Save as Annual Budget Agency name ***Required**

Annual Budget Healthy Start Coalition of Pinellas.pdf

☒ [Outcomes and Goals Template](#) Save as Outcomes and Goals Agency name ***Required**

Outcomes and Goals Healthy Start Coalition of Pinellas.pdf

☐ [Current state licenses or registrations](#)

****No files uploaded**

☒ [Local Agency Organizational Chart](#) Save as Org chart Agency name ***Required**

Org Chart Healthy Start Coalition of Pinellas.pdf

☒ [Program Job Descriptions, if funding supports salaries if applicable](#) Save as Job Descriptions Agency name

Job Descriptions Healthy Start Coalition of Pinellas.pdf

☐ [Housing First Checklist, if applicable](#) Save as Housing First Agency name

****No files uploaded**

☐ [Shelter Entrance Criteria, if applicable](#) Save as Shelter Entrance Criteria Agency name

****No files uploaded**

☒ [Data Control Questionnaire](#) Save as Data Control Questionnaire Agency Name ***Required**

Data Control Questionnaire Healthy Start Coalition of Pinellas.pdf

☒ [HS E-Verify Affidavit](#) Save as Everify Agency name ***Required**

Everify Healthy Start Coalition of Pinellas.pdf

☒ [Board Member List, Including mailing and email addresses and phone numbers, if applicable](#) Save as Board Members Agency name

Board Members Healthy Start Coalition of Pinellas.pdf



Accreditation, if applicable Save as Accreditation Agency name

Accreditation Healthy Start Coalition of Pinellas.pdf



Human Trafficking Affidavit Save as Human Trafficking Agency Name *Required

Human Trafficking Healthy Start Coalition of Pinellas.pdf



Travel / Mileage policy if funding is requested Save as Travel policy Agency name

***No files uploaded*



Conflict of Interest Policy if available Save as Conflict of Interest Agency name

Conflict of Interest Healthy Start Coalition of Pinellas.pdf



Program Policy and Procedures if available Save as Program Policy and Procedures Agency Name

***No files uploaded*

Submit

Completed by mjplews@healthystartpinellas.org on 4/3/2025 7:32 AM

Case Id: 18884

Name: Healthy Start Coalition of Pinellas, Inc.

Address: *No Address Assigned

Certification

Once an application is submitted, it can only be "Re-opened" by an Administrator.

By clicking submit, I certify that I am an authorized representative of the proposing agency and the information contained in this application is true and accurate to the best of my knowledge and due diligence.

I also understand that applications are limited to one per organization, and if more than one application is submitted by my organization, only the most recent will be considered for funding.

Authorized Representative Signature

Mary Jo Plews

Electronically signed by mjplews@healthystartpinellas.org on 4/3/2025 7:31 AM

Date Submitted

04/03/2025

Program Description

Completed by annalymonova@gmail.com on 3/11/2025 2:21 PM

Case Id: 18889

Name: Oberig Corporation

Address: *No Address Assigned

Program Description

Please provide the following information.



Social Action Funding Application for the funding period of October 1, 2025 - September 30, 2026

**Pinellas County Board
of County
Commissioners**
Human Services
440 Court St, 2nd Floor
Clearwater, FL 33756

Pinellas County Human Services is accepting applications from qualified non-profit organizations desiring to provide social services to low-income residents of Pinellas County.

The Social Action Grant Program provides funding to social service organizations for priority services that directly support Pinellas County.

The attached Social Action Grant Program application instructions outline the competitive process for the selection of organizations to receive Social Action Funding Grants as allocated by the Pinellas County Board of County Commissioners (Board) for FY 2026

Funding applications are limited to a minimum of \$10,000.00 and a maximum of \$150,000.00. Only one (1) application may be submitted per agency. Applicants may apply for either a large award (\$100,000.00 - \$150,000.00), or a small award (\$10,000.00 - \$99,999.00). A maximum of five large awards will be made, with the remainder of funding allocated to small awards. The amount requested does not guarantee an award. Actual awards will be based on the recommendation of the review committee and approval of the Board. The funding priorities for the Social Action Grant Program are:

- **Food and Nutritional Services:** including food banks, meal delivery, congregate dining, and related supportive services.
- **Homeless Prevention and Supportive Services:** including homeless outreach and engagement, prevention and diversion services, system navigation, and shelter and housing support.
- **Healthcare and Human Services for Disadvantaged Residents:** including, but not limited to, specialized healthcare services, workforce development, life skills training and support, transportation or mobility assistance, chore services, health and hygiene support, and specialized mentoring or educational programs for disadvantaged populations.

- **Supportive Services for an Aging Population:** any of the above listed types of programs or additional supportive programs targeted to an aging population.

The submission deadline for all applications is April 4, 2025 at 4:00 PM (no exceptions). Organizations must utilize the online application through the Neighborly System. Please allow ample time for submission and technological challenges, as late applications will not be accepted. For questions regarding your application, please contact: Amanda Craft at acraft@pinellas.gov.

ELIGIBILITY CRITERIA

☒ The applicant organization must agree to the terms and conditions contained in the Pinellas County Social Action Program Agreement. **NO EXCEPTIONS** to the terms and conditions of the agreement will be permitted. The County reserves the right to update these terms and conditions from time to time and as needed to meet the needs of the County.

DISCLAIMER

☒ Pinellas County Government reserves the right to: 1) cancel the application process; 2) accept or reject any or all applications received; 3) waive any non-substantive deficiency or irregularity, waive or remedy any technical or immaterial errors; 4) request any necessary clarifications of proposal data without changing the terms of the proposal; 5) negotiate with any qualified applicant; 6) award a contract in what it believes to be the best interest of the County; 7) cancel the request, in part or its entirety, if it is deemed to be in the best interest of the County; 8) reject the program of any applicant that has previously failed to perform properly; 9) reject the program of any applicant who has failed to complete a contract within the specified timeframe; 10) reject the program of any applicant that is not in a position to fulfill a resulting contractual obligation.

EXCLUSIONS

The following are not eligible for Social Action Grant funding:

1. Capital Expenses
2. Improvements to Real Properties
3. Indirect Cost Rate (e.g. a fixed % of the program budget; direct costs are allowable)
4. Research studies or technical assistance
5. Employee or volunteer incentives
6. Legal fees or any expenses specifically related to criminal activity including court costs, citations, restitution, child support, alimony, or immigration related expenses
7. Alcohol, tobacco, firearms or lottery tickets
8. Expenses related to immigration or returning to country of origin
9. Gift Cards
10. Money orders
11. Property taxes
12. Vehicle purchases

FATAL CRITERIA

- Agency has not been incorporated in the State of Florida for a minimum of one (1) year.
- Agency does not have a 501 (c) (3) status for a minimum of one (1) year.
- Agency is not in compliance with an existing County contract at the time of submission.
- Agency's proposal is under/over the minimum (\$10,000.00)/ maximum (\$150,000.00).
- Application is late (system will not allow incomplete or late submissions).
- Application does not include a budget.

Please [CLICK HERE](#) to download a copy of the full program description.

☒ I acknowledge that I have clicked the above link and reviewed all program documentation.

Please [CLICK HERE](#) to download a copy of the Agreement.

☒ I acknowledge that I have clicked the above link and reviewed and agree to all terms.

Please [CLICK HERE](#) to view Frequently Asked Questions

NOTE: Incomplete applications will not be accepted by the system.

Eligibility

Completed by annalymonova@gmail.com on 3/11/2025 2:23 PM

Case Id: 18889

Name: Oberig Corporation

Address: *No Address Assigned

Eligibility

Please provide the following information.

1. Is the applicant organization a non-profit 501 (c) (3) organization for at least one (1) year and incorporated in the State of Florida for at least one (1) year prior to date of application? The program is funded by local tax revenue. As such, publicly funded organizations are not eligible for awards under this solicitation.

Yes

2. Is the applicant organization the organization providing the proposed services? Subcontracting of contractual services is prohibited.

Yes

3 Do the proposed programs/services serve residents of Pinellas County?

Yes

4. Is the mission of the applicant organization consistent with the goals of the Social Action Grant Program to address the health, economic, and social well-being of Pinellas County residents in need of assistance? The applicant organization must not discriminate against any applicant for employment or employee with respect to hire, tenure, terms, conditions or privileges of employment or any matter directly or indirectly related to employment or against any client because of age, sex, race, ethnicity, color, religion, national origin, disability, marital status, or sexual orientation.

Yes

5. Does the applicant organization discriminate against any person on the basis of age, sex, race, ethnicity, color, religion, national origin, disability, marital status or sexual orientation in admission, treatment, or participation in its programs, services and activities?

No

6. Do the programs proposed by faith-based organizations have a secular purpose, and do not require worship or religious instruction activities? Services provided by faith-based organizations must be available to all Pinellas County residents, not solely for congregation members.

N/A

7. Are you an individual seeking financial assistance for yourself or another individual?

No

A. Agency Information

Completed by annalymonova@gmail.com on 3/11/2025 2:30 PM

Case Id: 18889

Name: Oberig Corporation

Address: *No Address Assigned

A. Agency Information

Please provide the following information.

LEGAL AGENCY INFORMATION (FOR CONTRACT)

A.1. Legal Organization Name

Oberig Corporation

A.2. DBA (if applicable)

A.3. Legal Address

7575 65th Way N Pinellas Park, FL 33781--3116

PROJECT INFORMATION

A.4. Program Name/Project Title

Homeless Prevention and Supportive Services for Low-Income Residents

A.5. Summary - provide a brief summary of program and how funding would be utilized.

Oberig Corporation is a nonprofit organization dedicated to providing housing, meals, and supportive services to low-income and homeless individuals in Pinellas County. Our proposed program focuses on Homeless Prevention and Supportive Services, including emergency housing, case management, food assistance, job placement support, and life skills training for vulnerable residents. With \$90,000 in funding from the Pinellas County Social Action Grant Program, we aim to expand our services to reach more residents in need. The funds will be used to:

Increase Emergency Housing Support: Provide temporary shelter for homeless families and individuals, helping them transition into stable, long-term housing. Expand Food Assistance: Offer daily meal delivery and congregate dining services to ensure that homeless and low-income individuals have access to nutritious meals. Support Case Management Services: Hire additional case managers to work with residents on housing stability, employment readiness, and life skills. Offer Employment and Life Skills Programs: Provide training in job readiness, resume

APPLICATION CONTACT INFORMATION

A.19. First Name

Anna

A.20. Last Name

Lymonova

A.21. Contact Person/Title

CEO

A.22. Contact Email

a4158887@gmail.com

A.23. Telephone

7276013916

A.24. Executive Officer with signing authority First Name

Leonid

A.25. Executive Officer with signing authority Last Name

Grytsenko

A.26. Executive Officer Title

President

A.27. Executive Officer Email

3caresllc@gmail.com

A.28. Executive Officer Phone Number

(727) 290-9998

building, and life skills to help residents gain self-sufficiency. Provide Transportation Assistance: Help residents access transportation for job interviews, medical appointments, and other critical services, ensuring that they can maintain stability in their housing and employment.

A.6. Physical Program Address

7575 65th Way N Pinellas Park, FL 33781

A.7. Program Manager First Name

Annastasia

A.8. Program Manager Last Name

Ovchinnikova

A.9. Program Manager Title

VP

A.10. Program Manager Email

info@oberigcorp.org

A.11. Program Manager Phone Number

(727) 488-4524

A.12. Social Action Funding Priority Area

Note: Only one (1) application may be submitted per organization. If more than one is submitted, only the first will be considered for funding.

Homeless Prevention and Supportive Services

A.13. Funding Category **ONLY SELECT ONE**

☒ \$10,000.00-\$99,999.00

☐ \$100,000.00-\$150,000.00

A.14. Total Amount Requested

Note: Max request is \$150,000.00

\$99,000.00

A.15. Taxpayer/Employer ID

93-2892309

A.16. Unique Entity Identifier (UEI- Federal SAM.GOV Number, if registered

TYFEMHJ9WB28

A.17. Date of incorporation in Florida

08/14/2023

A.18. Date of 501(c)(3) Status

08/15/2023

B. Organization Profile

Completed by annalymonova@gmail.com on 3/11/2025 2:39 PM

Case Id: 18889

Name: Oberig Corporation

Address: *No Address Assigned

B. Organization Profile

Please provide the following information.

B.1. Describe how the mission and purpose of the agency align with the funding priority area.

Oberig Corporation's mission is to provide housing, meals, and supportive services to low-income individuals and families, with a specific focus on homeless prevention and supporting those at risk of homelessness. Our work aligns directly with the Social Action Grant Program's funding priority area of Homeless Prevention and Supportive Services by offering a holistic approach that addresses the immediate and long-term needs of vulnerable populations in Pinellas County. The funding from this grant will enable us to expand our services to support individuals and families who are experiencing or at risk of homelessness. Our focus areas include: Emergency housing support that provides safe, short-term shelter to individuals and families, enabling them to regain housing stability. Food assistance programs to ensure that all residents have access to nutritious meals, preventing hunger from exacerbating the challenges they face. Comprehensive case management services to guide individuals through their journey from homelessness to self-sufficiency, with assistance in securing stable housing and employment opportunities. Employment and life skills training programs that empower residents with the tools and resources necessary to maintain long-term stability.

B.2. Describe your board membership and how the board is reflective of the target population.

Oberig Corporation's board of directors is composed of individuals who bring a diverse set of skills, perspectives, and experiences, all focused on supporting the organization's mission to assist low-income residents, particularly those at risk of or currently experiencing homelessness. The current board members are: Leonid Grytsenko – President Leonid has extensive experience in business operations and community development, which helps guide Oberig's strategic direction and financial management. Anna Lymonova – Chief Executive Officer (CEO) Anna leads the organization with a deep commitment to social services and community engagement, ensuring that our programs effectively address the housing and supportive needs of low-income populations. Anastasiia Ovchinnikova – Vice President Anastasiia brings expertise in program management and client relations, ensuring that services are tailored to meet the unique needs of our residents, particularly in housing stability and workforce development. The board is committed to ensuring that the services we provide are deeply responsive to the needs of the populations we serve. Several board members have firsthand experience with homelessness, or have worked directly with at-risk individuals and families, which provides invaluable insight into the challenges these populations face. Additionally, the board actively engages in community collaboration with local service providers, housing authorities, and other nonprofits to ensure that Oberig Corporation's programs remain aligned with the needs of Pinellas County's homeless and low-income populations. This includes guidance on financial stability, client advocacy, and ensuring that Oberig's programs are accessible to all members of the community, regardless of age, race, or background. Through our diverse and community-informed board, Oberig Corporation is well-positioned to continue its mission to end homelessness and provide essential support to those in need. This board structure ensures that the target population—low-income and homeless residents—remains at the center of our decision-making process.

B.3. Explain the organization's experience relevant to the proposed priority area.

Oberig Corporation has extensive experience providing essential homeless prevention services and supportive services for low-income families, including those with children, in Pinellas County. Our organization has been successfully

operating within the community, offering housing, meals, and comprehensive support services that help families overcome barriers to stable housing and self-sufficiency. Currently, Oberig serves 34 adults and 16 children from families who face significant economic challenges, including homelessness and the risk of homelessness. Our services are designed to address both immediate needs and to create pathways toward long-term stability. Specifically, our program provides: Emergency Housing: We offer temporary shelter and housing for families with children, ensuring they have a safe and stable environment while working towards permanent housing solutions. Case Management and Support: Our trained case managers provide personalized support to families, helping them navigate housing programs, access employment opportunities, and build the necessary skills to maintain housing stability. Food and Nutritional Services: Understanding that hunger exacerbates the challenges of homelessness, we provide nutritious meals and snacks through daily meal delivery and congregate dining services, ensuring that children and adults alike have access to essential food services. Employment and Life Skills Training: We offer workforce development programs, including job

B.4. Describe your onboarding process and program implementation timeline across the organization and for this program.

Onboarding Process: At Oberig Corporation, we understand that the success of our programs depends not only on providing the right services but also on ensuring that both staff and clients are properly onboarded to effectively engage in the programs. Our onboarding process is structured to ensure that all new staff, volunteers, and clients receive the necessary information, training, and resources to participate in and contribute to the program successfully. Staff and Volunteer Onboarding: Orientation and Training: All new staff and volunteers undergo a comprehensive orientation that includes training on Oberig Corporation's mission, values, and the specific programs we offer. This includes understanding the organization's focus on homeless prevention and providing supportive services to low-income families and individuals. Role-Specific Training: Each staff member receives training tailored to their role. For example, case managers receive specialized training on housing support, food assistance, and life skills coaching, while program support staff are trained on client intake procedures, meal distribution, and childcare assistance. Cultural Competency: Training also includes elements of cultural sensitivity and trauma-informed care, ensuring staff are equipped to work with diverse populations, especially families dealing with homelessness or housing insecurity. Safety and Compliance: Staff and volunteers are trained on safety protocols, confidentiality agreements, and compliance with relevant local, state, and federal regulations regarding service delivery to vulnerable populations. Client Onboarding: Intake and Assessment: New clients go through a comprehensive intake process, where our case managers assess their housing needs, food security, and employment status. Clients are also asked about any other special needs or barriers they may face (e.g., childcare, medical care, mental health services). Individualized Service Plans: Based on the intake assessment, clients are assigned an individualized service plan that addresses their unique needs. This plan outlines the services they will receive, including emergency housing, case management, employment training, and food assistance, ensuring that all their needs are met in a coordinated way. Program Enrollment: Once a client's needs have been assessed, they are officially enrolled in the Homeless Prevention and Supportive Services program, where they begin receiving direct services, including case management support and food services.

C. Community Needs

Completed by annalymonova@gmail.com on 3/11/2025 2:46 PM

Case Id: 18889

Name: Oberig Corporation

Address: *No Address Assigned

C. Community Needs

Please provide the following information.

C.1. Clearly identify the need to be addressed through the proposed program.

The need for homeless prevention and supportive services in Pinellas County is urgent and growing. According to the latest data from the Pinellas County Homeless Leadership Alliance, over 3,000 individuals in the county experience homelessness on any given night, with a significant portion of these individuals being families with children. Additionally, food insecurity and lack of affordable housing remain pressing challenges for low-income residents in the area. The Homeless Prevention and Supportive Services program is designed to address several critical issues: Rising Homelessness: Many families in Pinellas County are living paycheck to paycheck, struggling to maintain housing due to high rental costs, limited affordable housing options, and job instability. Families, particularly those with children, are at risk of losing their homes, exacerbating the homelessness crisis in the region. Our program seeks to prevent homelessness by providing emergency housing, case management, and supportive services to families before they reach a crisis point. Food Insecurity: Many low-income families in Pinellas County lack consistent access to nutritious food. With the ongoing economic strain faced by these households, many are forced to choose between paying for basic necessities such as housing and food. The lack of food security directly impacts the health and well-being of both adults and children, leading to physical and emotional stress. Our program's meal delivery services and congregate dining will provide immediate relief to these families, ensuring they have access to nutritious meals. Need for Support Services: Once individuals and families face homelessness, their needs extend far beyond just securing a roof over their heads. Without proper support, including case management, job placement assistance, and life skills training, families often struggle to maintain stability even when they find housing. Our program will address these needs by offering comprehensive case management that guides families through the process of securing housing and employment, and life skills programs that empower them to achieve self-sufficiency. Limited Access to Transportation: Many families face difficulties in accessing transportation to work, medical appointments, and social services. Transportation barriers prevent them from participating in job interviews, securing employment, or attending medical appointments. Our program will help by providing transportation assistance, ensuring families can overcome this barrier to stability. Overall, the proposed program aims to meet the immediate needs of families and individuals at risk of homelessness, while also providing them with the tools and support they need to regain stability and self-sufficiency in the long term. Through \$99,000 in funding, we will address these urgent community needs, directly impacting families with children, individuals experiencing homelessness, and those at risk of losing their hous

C.2. Provide current supporting statistics or data specific to Pinellas County such as needs assessments, interviews, waiting lists, surveys, trends and/or analyses to demonstrate the need described in C1.

Homelessness in Pinellas County: According to the Pinellas County Homeless Leadership Alliance, there are over 3,000 individuals experiencing homelessness in the county on any given night, with a growing number of families with children facing housing instability. The 2023 Point-in-Time (PIT) Count reported an increase in family homelessness, highlighting the urgent need for services targeting homeless families. Affordable Housing Shortage**: Pinellas County faces a significant shortage of affordable housing, with many low-income residents spending over 50% of their income on housing. According to the Pinellas County Housing Market Analysis, more than 10,000 families are on the waiting list for affordable housing in the region. This shortage is exacerbated by rising rental costs, which have outpaced wage growth

for low-income households . Foy: Food insecurity is a pressing issue in Pinellas County, with one in seven people in the county facing hunger. The Feeding Tampa Bay report highlights that many low-income households struggle to access sufficient, nutritious food. This is compounded by the economic pressures of housing costs and limited income resources . Unemployment Challenges: Pinellas County continues to face significant economic disparities, particularly among low-income families. Unemployment rates for these populations remain high, contributing to housing instability. Employment training programs and supportive services such as job placement assistance are crucial for helping residents regain self-sufficiency and maintain stable housing . These statistics underscore the growing need for programs that provide emergency housing, food assistance, and supportive services to prevent homelessness and improve the quality of life for low-income families in Pinellas County.

C.3. Is the program new and innovative, or is funding sought to expand capacity or service in an existing program, or continuation of current funding? No points to be assessed for this question.

Expand Capacity or Service

C.4. If new and innovative, discuss what is currently being done in the community to address the need and how this program differs to provide better results. If expanding capacity, describe the current services available in the community, numbers unserved, and how the proposed program will reduce the number of unserved. If continuation of funding discuss what has been done to obtain alternate funding?

Oberig Corporation is seeking funding to expand the capacity of our existing Homeless Prevention and Supportive Services program, which currently provides housing, meals, and supportive services to low-income individuals and families in Pinellas County. While we have made significant progress in supporting families, the demand for services far exceeds the current capacity, particularly for families with children facing homelessness or housing instability. Current Services in the Community: Pinellas County has several organizations that provide homeless prevention and supportive services, including emergency shelters, food banks, and job training programs. However, the Pinellas County Homeless Leadership Alliance reports that over 3,000 individuals experience homelessness on any given night, and thousands more are at risk of becoming homeless. Despite the efforts of these organizations, many families remain unserved due to the high demand for services and a shortage of affordable housing.

If currently funded, please provide outcomes/utilization/success?

☐ **Outcomes/Utilization/Success**

***No files uploaded*

C.5. Describe how the proposed program will coordinate with existing programs in the community. If program is working with partners, please include a collaborative letter showing how both sides would be working on project.

Oberig Corporation is seeking funding to expand the capacity of our existing Homeless Prevention and Supportive Services program. Currently, we are a self-funded nonprofit organization, directly supporting families with children and low-income residents in our facility. We are currently serving 34 adults and 16 children with basic needs such as housing, food, and support services. However, due to limited resources, we are unable to meet the increasing demand for services. Current Services in the Community: While Oberig provides essential support through our own self-funded programs, the community-wide capacity to serve homeless and low-income individuals and families remains insufficient. The Pinellas County Homeless Leadership Alliance has identified more than 3,000 homeless individuals in the county, with many families with children struggling to find stable housing. The demand for emergency shelter, food assistance, and case management services far exceeds the availability of resources, which results in long wait times and many unserved families. Current Gap and Unmet Need: Despite our best efforts, there are still hundreds of families in Pinellas County who are either unserved or under-served by existing programs. The shortage of affordable housing, combined with rising rental prices and limited job opportunities, continues to push more families into housing instability. Oberig

Corporation's facility is currently at full capacity, and we are unable to provide services to additional families without external funding to support the expansion of our programs. How the Proposed Program Will Expand Capacity: The \$99,000 in funding from the Pinellas County Social Action Grant Program will allow us to expand our capacity and serve more families in need. Specifically, the funding will enable us to: Increase Emergency Housing Support: This will allow us to provide more shelter beds for families, especially those with children who are at high risk of homelessness. Expand Case Management Services: We will hire additional case managers to work with clients on securing long-term housing, finding employment, and accessing critical services. Enhance Food Assistance: The funding will support the expansion of our meal delivery services and congregate dining for more families, ensuring that they receive the necessary nutrition while they transition to stable housing. Offer Additional Employment and Life Skills Programs: We will provide job readiness programs, resume building, and life skills training to help clients gain employment and maintain their housing. Transportation Assistance: The expansion will allow us to provide transportation vouchers for families to access job interviews, healthcare, and social services, helping them overcome transportation barriers that often prevent them from achieving self-sufficiency.

Please upload Collaborative Letter



Collaborative Letter

Oberig Corporation Letter of Support Jan. 2025 (1).pdf

D. Scope of Services

Completed by annalymonova@gmail.com on 3/11/2025 2:50 PM

Case Id: 18889

Name: Oberig Corporation

Address: *No Address Assigned

D. Scope of Services

Please provide the following information.

Program Specifics

D.1. Describe the proposed program. Services to be delivered should be clearly identified. Include information regarding evidence-based practices or best practice models used, if applicable.

The Homeless Prevention and Supportive Services program at Oberig Corporation will expand our existing services to provide emergency housing, food assistance, and case management to low-income families in Pinellas County. The program aims to help families avoid homelessness and achieve housing stability through the following services: Emergency Housing: Provide short-term shelter and support to homeless families, offering safe housing while they work towards long-term solutions. Food Assistance: Deliver daily meals and provide access to community dining, as well as food pantry services for families in need. Case Management: Offer personalized case management to help families access housing programs, employment opportunities, and life skills training. Employment Support: Provide job readiness training, resume building, and connections to job placement services. Transportation Assistance: Help families access transportation for work, healthcare, and housing-related appointments. Child Support: Provide educational support and after-school programs for children to ensure academic success. The program will follow best practice models such as Housing First (which prioritizes stable housing first) and trauma-informed care to ensure comprehensive support. These evidence-based practices will improve the effectiveness of services and promote long-term self-sufficiency for families.

D.2. What will the funding be used to purchase or pay for to support the program? This should align with the attached Annual Budget and Operational Narrative and the selected priority area (A.12. of the application). Include how does this funding request supplement, not duplicate, current program funding?

Currently, Oberig Corporation funds these services through self-generated resources. However, demand has outpaced our capacity, especially as the homelessness crisis continues to grow in Pinellas County. This funding request will expand our capacity, allowing us to serve more families, increase shelter availability, and offer more comprehensive services, without duplicating existing funding sources. It will specifically address gaps in service delivery, such as additional case management and expanded food assistance, ensuring that families are not left unserved due to limited resources.

D.3. Describe program services including frequency, duration and intensity. Example: Weekly financial literacy sessions for 20 clients for 6 months or completion of curriculum.

Emergency Housing Support: Frequency: 24/7 availability for families in need of emergency housing. Duration: Typically 30-60 days, with extended stays based on housing readiness. Intensity: High-intensity, offering daily case management, food, and shelter. Food Assistance: Frequency: Daily meal delivery for families in shelter; weekly food pantry access for clients in need. Duration: Ongoing, for the length of the family's stay or until self-sufficiency is achieved. Intensity: Daily meals with nutritional support and weekly pantry services to address food insecurity. Case Management Services: Frequency: Weekly individual meetings with a case manager; additional check-ins as needed based on family needs. Duration: Ongoing, with a goal to transition families to permanent housing within 6 months. Intensity: High intensity, providing personalized housing plans, employment support, and life skills training. Employment and Life Skills Training: Frequency: Bi-weekly job readiness workshops and monthly life skills training (e.g., budgeting, parenting, and

communication). Duration: Each workshop or training session is 1-2 hours, with ongoing support. Intensity: Moderate intensity, focusing on preparing clients for long-term employment and self-sufficiency. Transportation Assistance: Frequency: As needed, providing transportation vouchers to clients for job interviews, medical appointments, and housing-related meetings. Duration: Vouchers provided based on need and available funding. Intensity: Low intensity, but critical for overcoming transportation barriers that prevent access to employment and housing services.

D.4. What is the target population and eligibility criteria for the program?

Target Population: The Homeless Prevention and Supportive Services program targets low-income families and individuals experiencing homelessness or at risk of becoming homeless in Pinellas County. The focus is on families with children, as they are disproportionately affected by homelessness and housing instability. Additionally, the program serves vulnerable populations, including individuals facing food insecurity, mental health challenges, and employment barriers. Eligibility Criteria: Residency: Applicants must be residents of Pinellas County. Income Level: Families or individuals must meet low-income guidelines, typically defined as those earning less than 80% of the Area Median Income (AMI) for Pinellas County. Homeless or At-Risk: Individuals or families must be experiencing homelessness or be at imminent risk of homelessness, including those facing eviction or living in unstable housing conditions (e.g., doubled-up households). Family Status: Priority will be given to families with children who are either experiencing homelessness or at risk of homelessness. Willingness to Participate: Applicants must be committed to participating in case management and working towards self-sufficiency, including securing permanent housing and employment.

D.5. Provide the geographic service area(s) and hours and days for the program during contract period.

Geographic Service Area(s): The Homeless Prevention and Supportive Services program will serve residents of Pinellas County, Florida, with a focus on families and individuals located throughout the county, including both urban and rural areas. Program Hours and Days: Program Hours: The program will operate Monday through Friday from 9:00 AM to 5:00 PM for case management, food assistance distribution, and employment support services. Emergency Housing Support: The emergency housing component will operate 24/7, ensuring that families and individuals have access to shelter at all times. Weekend Availability: In cases of emergency or urgent needs, staff will be available on weekends for emergency housing and crisis intervention.

D.6. Describe the program staff, including qualifications, expertise, and credentials, if required.

Program Director (CEO) Qualifications: Bachelor's degree in Social Work, Nonprofit Management, or related field. Expertise: Over 5 years of experience in program management, community engagement, and nonprofit leadership. Credentials: Licensed Social Worker (if applicable) or equivalent management experience in community services. Case Manager(s) Qualifications: Bachelor's degree in Social Work, Psychology, or related field. Expertise: At least 2 years of experience in case management, particularly with families and individuals experiencing homelessness or housing instability. Credentials: Certification in Trauma-Informed Care or similar programs. Strong knowledge of community resources, housing programs, and mental health support. Employment and Life Skills Trainer Qualifications: Degree or certification in Workforce Development, Adult Education, or related field. Expertise: Experience in job readiness, resume building, and life skills training. Credentials: Certifications in Career Counseling or Job Readiness Training preferred. Food Assistance Coordinator Qualifications: High school diploma, with preference for a degree or certification in Nutrition, Food Services Management, or related fields. Expertise: Experience in food distribution, meal planning, and managing food programs for low-income populations. Credentials: Certification in Food Safety and Nutrition preferred. Housing Coordinator Qualifications: Bachelor's degree in Social Work, Urban Planning, or related field. Expertise: At least 3 years of experience in housing assistance programs, including knowledge of Section 8 housing, rental assistance, and eviction prevention. Credentials: Familiarity with local housing regulations and certifications in Housing Counseling is desirable. Administrative Support Staff Qualifications: High school diploma or equivalent. Experience in administrative support in a nonprofit or social services environment. Expertise: Strong organizational skills, attention to detail, a

E. Program Outcomes and Goals

Completed by annalymonova@gmail.com on 3/11/2025 2:56 PM

Case Id: 18889

Name: Oberig Corporation

Address: *No Address Assigned

E. Program Outcomes and Goals

Please provide the following information.

E.1. Describe the goal(s) of the program using the Program Goals and Outcomes Template [Program Goals and Outcomes Template](#). Please download, complete, and upload below. Include for each goal being addressed:

- **Outcomes** - *Describe the changed state in the program participants or broader community that can be measured and identified. Include % change.*
- **Indicators** - *Identify qualitative and quantitative indicators to measure the outcomes.*
- **Methods of Evaluation** - *Identify how these outcomes will be measured (e.g. surveys, staff observation, program plans, assessments, self-reports.*
- **Measurement Intervals** – *Identify when the measures will be captured. (The goals and objectives must be measurable within a twelve (12) month period.)*



Outcomes and Goals Template Save as Outcomes and Goals Agency name *Required

Program Goals and Outcomes Template.pdf

E.2. What information will be collected to demonstrate program success?

Housing Stability Data Number of families that transitioned from emergency shelter to permanent housing. Duration of stay in emergency housing (i.e., how long families remain in temporary housing). Percentage of families who maintain stable housing 6 months after program exit. Housing retention rates (families who avoid eviction or housing instability within a set period). Methods of Collection: Program records tracking family housing transitions and exits. Exit interviews and self-reports from families on housing stability. 2. Food Security Data Number of meals provided to families (daily meal deliveries, congregate dining services). Percentage of families reporting improvement in food security within 3 months. Satisfaction levels with meal quality, variety, and consistency. Methods of Collection: Surveys to measure food security and client satisfaction. Program records on the number of meals distributed. 3. Employment and Self-Sufficiency Data Number of adults securing employment or participating in job training programs. Percentage of adults who report an improvement in job readiness, life skills, and financial stability. Attendance rates for job readiness workshops and life skills training. Methods of Collection: Tracking employment outcomes through case manager reports. Self-reports from clients on employment status and skills improvement. Program records of job readiness workshops attended. 4. Family Well-being and Child Development Data Percentage of families reporting improvements in mental health, financial stability, and family cohesion. Academic improvement for children (grades, school attendance, and participation in educational support programs). Family satisfaction with the program and its impact on overall well-being. Methods of Collection: Surveys and interviews with families to assess overall well-being and satisfaction. Academic reports from schools regarding children's performance and attendance. Staff observations during case management and program activities. 5. Client Feedback and Satisfaction Client satisfaction with services, including shelter, food assistance, case management, and life skills training. Feedback on the effectiveness of the program in helping families regain stability. Barriers faced by families during the program (e.g., challenges in accessing housing or employment opportunities). Methods of Collection: Surveys, interviews, and focus groups with program participants. Exit surveys to collect final feedback on program impact.

Printed By: Amanda Craft on 4/4/2025

16 of 22

E.3. Describe how client/individual data is collected. (Please be specific on the platform your program uses if you collect data electronically, and the interval at which data is collected)

Types of Client Data Collected: Personal and Demographic Information: Basic information such as name, age, family size, income level, and housing status. Client assessments to determine eligibility for services and gather important details about their immediate needs (e.g., housing, food, transportation, employment). Program Participation Data: Intake forms to assess each client's needs, including housing assistance, employment, food security, and medical needs. Progress tracking related to housing stability, employment outcomes, food assistance, and life skills development. Service provision logs, including the type and frequency of services accessed (e.g., case management, job training, meal services). Client Feedback and Outcomes Data: Surveys and self-reports collected from clients at intake, mid-program, and exit points to assess satisfaction with services and overall progress. Follow-up surveys at 3 and 6 months to track long-term housing stability and employment success. Data Collection Intervals: Intake: Data is first collected during the client intake process, where all relevant demographic, housing, and service need information is gathered and input into the Neighborly system. Ongoing Monitoring: During case management sessions, case managers collect data on the client's progress towards housing and employment goals, as well as updates on food security and other supportive services. Data is updated regularly during weekly or bi-weekly case management check-ins, where progress towards goals is reviewed and new goals are set. Exit/Outcome Data: At program exit, comprehensive exit surveys are conducted to gather feedback on the program's effectiveness, housing retention, and overall client satisfaction. Follow-up Data: Follow-up surveys are conducted at 3 months and 6 months after program completion to measure long-term outcomes, such as housing stability and employment retention. Methods of Collection: Electronic Forms: All client data is entered into Neighborly through secure electronic forms. Case managers update progress notes and track service usage directly within the platform, ensuring that all data is stored in one centralized system. Paper Forms: In cases where clients do not have access to electronic devices, paper forms are used for initial intake. These are later entered into the Neighborly system by administrative staff to ensure the data is accurately recorded. Surveys and Self-Reports: Client feedback surveys are administered through electronic platforms, where feasible, or in-person during case management sessions. Surveys include both quantitative and qualitative questions, measuring client satisfaction, progress toward goals, and areas for improvement. Confidentiality and Security: All client data is stored in Neighborly, a secure platform that complies with HIPAA and other confidentiality standards to protect sensitive personal information. Access to client data is restricted to authorized program staff only, ensuring that all information is kept private and confidential.

F. Budget

Completed by annalymonova@gmail.com on 3/11/2025 3:15 PM

Case Id: 18889

Name: Oberig Corporation

Address: *No Address Assigned

F. Budget and Financial Sustainability

Please provide the following information.

F.1. Total Agency budget for entire organization (local) This should be the largest amount.

\$500,000.00

F.2. Total Program budget. Amount currently allocated to fund the program with the requested Social Action Funding.

\$150,000.00

F.3. Total Pinellas County Social Action Funding request.

\$99,000.00

F.4. What percentage of the program budget will be funded with Pinellas County Social Action Funding?

66.00%

F.5. What other funders also financially support this program? To include the amount of funding and what those funds are used for.

Corporate Partnerships, Private Donations

F.6. What other Pinellas County funding does the organization receive for any and all programs?

n/a

F.7. Describe the organizations plan for financial and program sustainability beyond fiscal year 2026.

Oberig Corporation's financial sustainability and program longevity depend on a combination of diversified funding, strong partnerships, resource optimization, and ongoing community support. By implementing these strategies, we are confident that our Homeless Prevention and Supportive Services program will continue to thrive beyond fiscal year 2026, ensuring long-term stability and positive outcomes for low-income families and individuals in Pinellas County.

F.8. Please download and complete the [Annual Budget](#) form.



Annual Budget Narrative *Required

FY26OberigAnnual Budget Report.xlsx

G. Required Documents

Completed by annalymonova@gmail.com on 3/13/2025 12:39 PM

Case Id: 18889

Name: Oberig Corporation

Address: *No Address Assigned

G. Required Documents

Please upload the following documents.

Documentation



Proof of 501(c)(3) status save as 501c3 Agency name *Required

Oberig Cooperation Determination Letter.pdf



Proof of incorporation in the State of Florida for at least one (1) year Save as Incorporation Agency name

***Required**

Good Standing.pdf



Most Recent Financial and Single Audit (required if available) or IRS Form 990 (only if audit unavailable) Save as Audit Agency name *Required

Audited Financial Statements .pdf



W-9 with legal name which matches that of applicant name Save as W9 Agency name *Required

BLANK W-9 form (1) (4) (1) (2).pdf



Current Certificate of Insurance Save as Insurance Agency Name *Required

Notice of Acceptance.pdf



Completed [Internal Control Checklist](#) Save as Internal Control Checklist Agency name *Required

3Internal Control Checklist 2022.pdf

☒ [Annual Budget](#) Report Save as Annual Budget Agency name ***Required**

Annual Operating Budget.pdf

☒ **Outcomes and Goals Template** Save as Outcomes and Goals Agency name ***Required**

Program Goals and Outcomes Template.pdf

☐ **Current state licenses or registrations**

****No files uploaded**

☒ **Local Agency Organizational Chart** Save as Org chart Agency name ***Required**

1.a.i - Oberig Corporation - Organizational Chart.pdf

☒ **Program Job Descriptions, if funding supports salaries if applicable** Save as Job Descriptions Agency name

Oberig Corporation Staff Responisibilities.pdf

☐ [Housing First Checklist, if applicable](#) Save as Housing First Agency name

****No files uploaded**

☐ **Shelter Entrance Criteria, if applicable** Save as Shelter Entrance Criteria Agency name

****No files uploaded**

☒ [Data Control Questionnaire](#) Save as Data Control Questionnaire Agency Name ***Required**

Data Control Questionnaire (1).pdf

☒ [HS E-Verify Affidavit](#) Save as Everify Agency name ***Required**

20250313094902.pdf

☐ **Board Member List, Including mailing and email addresses and phone numbers, if applicable** Save as Board Members Agency name

****No files uploaded**

☒ **Accreditation, if applicable Save as Accreditation Agency name**

CARF Accreditation Survey Confirmation (2).pdf

☒ **Human Trafficking Affidavit Save as Human Trafficking Agency Name *Required**

Human traffic Af.pdf

☐ **Travel / Mileage policy if funding is requested Save as Travel policy Agency name**

***No files uploaded*

☐ **Conflict of Interest Policy if available Save as Conflict of Interest Agency name**

***No files uploaded*

☐ **Program Policy and Procedures if available Save as Program Policy and Procedures Agency Name**

***No files uploaded*

Submit

Completed by annalymonova@gmail.com on 3/13/2025 12:39 PM

Case Id: 18889

Name: Oberig Corporation

Address: *No Address Assigned

Certification

Once an application is submitted, it can only be "Re-opened" by an Administrator.

By clicking submit, I certify that I am an authorized representative of the proposing agency and the information contained in this application is true and accurate to the best of my knowledge and due diligence.

I also understand that applications are limited to one per organization, and if more than one application is submitted by my organization, only the most recent will be considered for funding.

Authorized Representative Signature

Anna Lymonova

Electronically signed by annalymonova@gmail.com on 3/13/2025 12:39 PM

Date Submitted

03/13/2025

Program Description

Completed by pstills@readyforlifepinellas.org on 3/11/2025 2:43 PM

Case Id: 18892

Name: Ready for Life, Inc.

Address: *No Address Assigned

Program Description

Please provide the following information.



Social Action Funding Application for the funding period of October 1, 2025 - September 30, 2026

**Pinellas County Board
of County
Commissioners**
Human Services
440 Court St, 2nd Floor
Clearwater, FL 33756

Pinellas County Human Services is accepting applications from qualified non-profit organizations desiring to provide social services to low-income residents of Pinellas County.

The Social Action Grant Program provides funding to social service organizations for priority services that directly support Pinellas County.

The attached Social Action Grant Program application instructions outline the competitive process for the selection of organizations to receive Social Action Funding Grants as allocated by the Pinellas County Board of County Commissioners (Board) for FY 2026

Funding applications are limited to a minimum of \$10,000.00 and a maximum of \$150,000.00. Only one (1) application may be submitted per agency. Applicants may apply for either a large award (\$100,000.00 - \$150,000.00), or a small award (\$10,000.00 - \$99,999.00). A maximum of five large awards will be made, with the remainder of funding allocated to small awards. The amount requested does not guarantee an award. Actual awards will be based on the recommendation of the review committee and approval of the Board. The funding priorities for the Social Action Grant Program are:

- **Food and Nutritional Services:** including food banks, meal delivery, congregate dining, and related supportive services.
- **Homeless Prevention and Supportive Services:** including homeless outreach and engagement, prevention and diversion services, system navigation, and shelter and housing support.
- **Healthcare and Human Services for Disadvantaged Residents:** including, but not limited to, specialized healthcare services, workforce development, life skills training and support, transportation or mobility assistance, chore services, health and hygiene support, and specialized mentoring or educational programs for

disadvantaged populations.

- **Supportive Services for an Aging Population:** any of the above listed types of programs or additional supportive programs targeted to an aging population.

The submission deadline for all applications is April 4, 2025 at 4:00 PM (no exceptions). Organizations must utilize the online application through the Neighborly System. Please allow ample time for submission and technological challenges, as late applications will not be accepted. For questions regarding your application, please contact: Amanda Craft at acraft@pinellas.gov.

ELIGIBILITY CRITERIA

- ☒ The applicant organization must agree to the terms and conditions contained in the Pinellas County Social Action Program Agreement. **NO EXCEPTIONS** to the terms and conditions of the agreement will be permitted. The County reserves the right to update these terms and conditions from time to time and as needed to meet the needs of the County.

DISCLAIMER

- ☒ Pinellas County Government reserves the right to: 1) cancel the application process; 2) accept or reject any or all applications received; 3) waive any non-substantive deficiency or irregularity, waive or remedy any technical or immaterial errors; 4) request any necessary clarifications of proposal data without changing the terms of the proposal; 5) negotiate with any qualified applicant; 6) award a contract in what it believes to be the best interest of the County; 7) cancel the request, in part or its entirety, if it is deemed to be in the best interest of the County; 8) reject the program of any applicant that has previously failed to perform properly; 9) reject the program of any applicant who has failed to complete a contract within the specified timeframe; 10) reject the program of any applicant that is not in a position to fulfill a resulting contractual obligation.

EXCLUSIONS

The following are not eligible for Social Action Grant funding:

1. Capital Expenses
2. Improvements to Real Properties
3. Indirect Cost Rate (e.g. a fixed % of the program budget; direct costs are allowable)
4. Research studies or technical assistance
5. Employee or volunteer incentives
6. Legal fees or any expenses specifically related to criminal activity including court costs, citations, restitution, child support, alimony, or immigration related expenses
7. Alcohol, tobacco, firearms or lottery tickets
8. Expenses related to immigration or returning to country of origin
9. Gift Cards
10. Money orders
11. Property taxes
12. Vehicle purchases

FATAL CRITERIA

- Agency has not been incorporated in the State of Florida for a minimum of one (1) year.
- Agency does not have a 501 (c) (3) status for a minimum of one (1) year.
- Agency is not in compliance with an existing County contract at the time of submission.
- Agency's proposal is under/over the minimum (\$10,000.00)/ maximum (\$150,000.00).
- Application is late (system will not allow incomplete or late submissions).
- Application does not include a budget.

Please [CLICK HERE](#) to download a copy of the full program description.

☒ I acknowledge that I have clicked the above link and reviewed all program documentation.

Please [CLICK HERE](#) to download a copy of the Agreement.

☒ I acknowledge that I have clicked the above link and reviewed and agree to all terms.

Please [CLICK HERE](#) to view Frequently Asked Questions

NOTE: Incomplete applications will not be accepted by the system.

Eligibility

Completed by pstills@readyforlifepinellas.org on 3/11/2025 2:43 PM

Case Id: 18892

Name: Ready for Life, Inc.

Address: *No Address Assigned

Eligibility

Please provide the following information.

1. Is the applicant organization a non-profit 501 (c) (3) organization for at least one (1) year and incorporated in the State of Florida for at least one (1) year prior to date of application? The program is funded by local tax revenue. As such, publicly funded organizations are not eligible for awards under this solicitation.

Yes

2. Is the applicant organization the organization providing the proposed services? Subcontracting of contractual services is prohibited.

Yes

3 Do the proposed programs/services serve residents of Pinellas County?

Yes

4. Is the mission of the applicant organization consistent with the goals of the Social Action Grant Program to address the health, economic, and social well-being of Pinellas County residents in need of assistance? The applicant organization must not discriminate against any applicant for employment or employee with respect to hire, tenure, terms, conditions or privileges of employment or any matter directly or indirectly related to employment or against any client because of age, sex, race, ethnicity, color, religion, national origin, disability, marital status, or sexual orientation.

Yes

5. Does the applicant organization discriminate against any person on the basis of age, sex, race, ethnicity, color, religion, national origin, disability, marital status or sexual orientation in admission, treatment, or participation in its programs, services and activities?

No

6. Do the programs proposed by faith-based organizations have a secular purpose, and do not require worship or religious instruction activities? Services provided by faith-based organizations must be available to all Pinellas County residents, not solely for congregation members.

N/A

7. Are you an individual seeking financial assistance for yourself or another individual?

No

A. Agency Information

Completed by pstills@readyforlifepinellas.org on 4/4/2025 8:46 AM

Case Id: 18892

Name: Ready for Life, Inc.

Address: *No Address Assigned

A. Agency Information

Please provide the following information.

LEGAL AGENCY INFORMATION (FOR CONTRACT)

A.1. Legal Organization Name

Ready for Life, Inc.

A.2. DBA (if applicable)

A.3. Legal Address

2300 Tall Pines Dr. Suite 100 Largo, FL 33771

PROJECT INFORMATION

A.4. Program Name/Project Title

Ready for Life - Housing Assistance

A.5. Summary - provide a brief summary of program and how funding would be utilized.

Funds are used to provide relief for vulnerable young adults who have aged out of foster care

A.6. Physical Program Address

2300 Tall Pines Drive Suite 100 Largo, FL 33771

A.7. Program Manager First Name

Jake

A.8. Program Manager Last Name

Ray

A.9. Program Manager Title

Director of Programs

A.10. Program Manager Email

jray@readyforlifepinellas.org

A.11. Program Manager Phone Number

(727) 954-3989

APPLICATION CONTACT INFORMATION

A.19. First Name

Patsy

A.20. Last Name

Stills

A.21. Contact Person/Title

VP of Administration

A.22. Contact Email

pstills@readyforlifepinellas.org

A.23. Telephone

7279543989

A.24. Executive Officer with signing authority First Name

Kathy

A.25. Executive Officer with signing authority Last Name

Mize

A.26. Executive Officer Title

CEO

A.27. Executive Officer Email

kmize@readyforlifepinellas.org

A.28. Executive Officer Phone Number

(727) 954-3989

A.12. Social Action Funding Priority Area

Note: Only one (1) application may be submitted per organization. If more than one is submitted, only the first will be considered for funding.

Homeless Prevention and Supportive Services

A.13. Funding Category **ONLY SELECT ONE**

☒ \$10,000.00-\$99,999.00

☐ \$100,000.00-\$150,000.00

A.14. Total Amount Requested

Note: Max request is \$150,000.00

\$50,000.00

A.15. Taxpayer/Employer ID

26-4032979

A.16. Unique Entity Identifier (UEI- Federal SAM.GOV Number, if registered

MJM5BDU8APL5

A.17. Date of incorporation in Florida

01/06/2009

A.18. Date of 501(c)(3) Status

03/11/2009

B. Organization Profile

Completed by pstills@readyforlifepinellas.org on 4/4/2025 12:34 PM

Case Id: 18892

Name: Ready for Life, Inc.

Address: *No Address Assigned

B. Organization Profile

Please provide the following information.

B.1. Describe how the mission and purpose of the agency align with the funding priority area.

The Ready for Life, Inc. (RFL) mission is "Changing Lives Beyond Foster Care". We have been providing guidance and support to young adults who aged out of foster care as they transition into adulthood since 2009. One of the most important elements of adulthood is having a safe place to live. Ready for Life believes in the "housing first" approach, as many of our young adults come out of foster care with their fair share of struggles. As Social Action is designed to provide support for low-income Pinellas County residents, and one of the funding priorities is Homeless Prevention and Support Services, our missions align well.

B.2. Describe your board membership and how the board is reflective of the target population.

There is always a seat at the table for a young adult who has aged out of foster care. We call that position the "Youth Voice" member, as the youth voice is first on our org chart, above everyone and everything else. The board members are an even mix of men and women, of diverse backgrounds, interests and work experience. The board is undergoing a strategic effort to further diversify to include more members of the BIPOC community (black, indigenous, people of color). Ready for Life also has a diverse advisory board that helps spread the word about Ready for Life in the community with business partnerships for volunteers and fundraising.

B.3. Explain the organization's experience relevant to the proposed priority area.

Pinellas County Social Action - Housing Assistance was received in 2024 to include \$36,104.20, used to give clients ages 18-25 one-time rental assistance. This grant request is a continuation as it greatly helps Ready For Life clients get into and stay in safe and stable housing. Before 2024, RFL had a 5-year grant from Pinellas County Housing Finance Authority (PCHFA) of \$50,000 a year for stipends with \$50,000 for salaries, but that contract ended September 30, 2022, and we have not had the resources to do the same since. RFL has additional experience with housing assistance in that we leased a residential housing apartment for 3 1/2 years, called Hope House, wherein 26 RFL youth were provided housing and independent living services so that they could transition to moving on with more permanent housing from there. While that housing project was successful, it also created a lot of unexpected oversight responsibilities that were determined to be unsustainable. As such, RFL has determined that providing stipends and making referrals to community housing options, as we have done so since 2009, is the best method of providing housing assistance to former foster youth. Currently, RFL is developing long-term solutions to the housing needs of low-income young adults who aged out of foster care in Pinellas County. As details become available, we will be sure to include you in the discussions, plans and solutions.

B.4. Describe your onboarding process and program implementation timeline across the organization and for this program.

New clients connect with us in a variety of ways—some arrive in person, others submit self-referrals through our website, and many are referred by social workers or community partners. We operate under a "No Wrong Door" philosophy, ensuring that every point of contact leads to meaningful support. Our team coordinates closely with local

experts and service providers to offer a trauma-informed, client-centered experience. When a client's needs extend beyond our scope, we ensure warm hand-offs to trusted partners, maintaining continuity of care and helping clients navigate the broader support system with confidence. Intake assessments are conducted by the Director of Programs alongside the assigned Program Specialist, who brings valuable insight through lived experience as a former client. During this process, we gather essential demographic information while identifying the individual's immediate needs and long-term goals. For young adults arriving directly from the streets, we prioritize urgent basic needs—such as shelter, food, clothing, access to showers, and hygiene products—before delving into discussions around education, employment, and other long-term planning. This compassionate, needs-first approach builds trust and ensures that each young person is stabilized before engaging in goal-setting and program planning.

C. Community Needs

Completed by pstills@readyforlifepinellas.org on 4/4/2025 3:53 PM

Case Id: 18892

Name: Ready for Life, Inc.

Address: *No Address Assigned

C. Community Needs

Please provide the following information.

C.1. Clearly identify the need to be addressed through the proposed program.

The Challenges of Entering Adulthood with Limited Resources: For many young adults aging out of foster care, the transition into adulthood is not a gradual process—it is an abrupt shift into independence, often without the safety net that most of their peers rely on. Unlike young people who can turn to family for guidance, housing, financial help, or emotional support, former foster youth are frequently left to navigate this critical life stage alone. This lack of support makes the transition deeply frightening and overwhelming. With limited resources, they often face: 1. Housing instability or homelessness, with no permanent place to stay. 2. Food insecurity, lacking reliable access to meals. 3. Little to no income as they struggle to find or maintain employment without transportation, education, or job training. 4. Emotional stress and isolation, compounded by unaddressed trauma from past abuse, neglect, or instability in care. 5. Limited understanding of adult responsibilities, such as managing finances, securing healthcare, or applying for housing. Without intervention, these challenges can quickly spiral, increasing the risk of exploitation, substance use, incarceration, or long-term poverty. Supporting young adults as they exit the foster care system isn't just about meeting basic needs—it's about giving them a chance to thrive. With the right resources, including safe housing, mentorship, and life skills training, they can build the stability and confidence necessary to become independent, successful adults. Ready for Life staff and board are the local subject matter experts on the needs of this population.

C.2. Provide current supporting statistics or data specific to Pinellas County such as needs assessments, interviews, waiting lists, surveys, trends and/or analyses to demonstrate the need described in C1.

There are currently 44 clients in foster care or named on a lease. While another 48 are homeless, and another 261 are living somewhere but without being named on the lease. Out of 353 clients, the 44 represent just 12.46% of the clientele and that is just unacceptable when you consider the fact that it was not their fault they lived in foster care and didn't have a normal childhood nor community resources to lean on. Public housing waitlists in Pinellas County are often several years long, with some programs reporting wait times of up to four years. Many lists are currently closed due to overwhelming demand, leaving vulnerable populations—including youth aging out of foster care—at serious risk of homelessness and housing instability. At the same time, federal housing programs and the jobs that support them face growing challenges due to significant funding reductions, staffing cuts, and policy rollbacks. These changes have directly impacted the ability of agencies like the Department of Housing and Urban Development (HUD) to deliver essential housing services. One of the most impactful moves was the proposed \$9.6 billion (18%) reduction HUD. In recent years, HUD has faced proposed budget cuts targeting core programs, including public housing maintenance, rental assistance, and housing vouchers. Simultaneously, freezes on federal financial assistance—such as housing-related grants and loans—have stalled the development and preservation of affordable units, further widening the gap between supply and need. Staffing reductions across federal agencies have intensified the strain. Thousands of positions have been eliminated, including those critical to administering rental subsidies, investigating fair housing violations, and supporting disaster recovery. These losses reduce the government's capacity to support low-income individuals and families—including those exiting foster care—at a time when the need is increasing. Several key housing initiatives have also been terminated. Programs aimed at modernizing affordable housing, improving energy efficiency, and promoting

sustainability have lost funding. In addition, regulatory changes have reversed policies that supported fair housing enforcement and inclusive community development. As a result, the housing landscape has become increasingly fragile. Vulnerable populations are more likely to fall through the cracks, while service providers are forced to do more with fewer resources and limited federal support. In light of these circumstances, local investment is more critical than ever. County and city-level funding can help bridge the gap by supporting emergency and transitional housing, as well as wraparound services that help stabilize individuals and families in crisis. Strategic funding—such as Pinellas County’s Social Action Funding—can play a vital role in keeping housing accessible and in supporting the infrastructure needed to protect and uplift those most at risk.

C.3. Is the program new and innovative, or is funding sought to expand capacity or service in an existing program, or continuation of current funding? No points to be assessed for this question.

Expand Capacity or Service

C.4. If new and innovative, discuss what is currently being done in the community to address the need and how this program differs to provide better results. If expanding capacity, describe the current services available in the community, numbers unserved, and how the proposed program will reduce the number of unserved. If continuation of funding discuss what has been done to obtain alternate funding?

In Pinellas County, multiple services aim to support vulnerable populations, including youth aging out of foster care. The Pinellas County Housing Authority (PCHA) has established a Housing Choice Voucher (HCV) program preference for these individuals, offering affordable housing options and access to the Family Self-Sufficiency (FSS) program, which provides case management and resources for education, training, and employment goals. However, as of the latest available information, the HCV waiting list is currently closed, and no new applications are being accepted at this time. This closure may impact the immediate availability of vouchers for youth aging out of foster care. Ready for Life has written many grants for housing support over the years. Most recently, RLF submitted a \$10,000 grant request to Smith and Associates via Community Foundation Tampa Bay, and is applying for more grants this fiscal year and annually thereafter. As mentioned previously, Ready for Life has long-range housing strategies being discussed, evaluated and launched as soon as possible. One recent success that relates to housing but is not specifically earmarked for rents, is the Youth Opportunity Grants that are funded by the City of St. Petersburg, FL, for former foster children who live or work in the city. This program provides \$500 stipends for 12 months to 88 young adults, administered by Ready for Life. Recipients do not need to have a prior connection to Ready for Life and they can use the MasterCard funds as needed while agreeing to allow the University of South Florida to access de-identified data of spending trends for grant research reporting reasons. RFL has three cohorts over two years. As the research becomes available, RFL will gladly share.

If currently funded, please provide outcomes/utilization/success?

☐ **Outcomes/Utilization/Success**

***No files uploaded*

C.5. Describe how the proposed program will coordinate with existing programs in the community. If program is working with partners, please include a collaborative letter showing how both sides would be working on project.

Ready for Life (RFL) actively collaborates with several organizations to provide housing support for former foster youth transitioning to independent living. Key partnerships include: Pinellas County Housing Authority (PCHA): In collaboration with PCHA and Pinellas County, RFL established housing for formerly homeless young men who aged out of foster care. This initiative offers stable housing and support services to facilitate self-sufficiency. Homeless Leadership Alliance of Pinellas: As a participating agency in the alliance, we collaborate with over 30 partner agencies across Pinellas County. This collaboration aims to improve data collection and service coordination for individuals experiencing homelessness, including former foster youth. Ready for Life leases two Contemporary Housing Alternatives of Florida (CHAF)

Properties. We hold the lease, and the clients pay the \$500 rent directly to the property. If they fail to make the payments, then Ready for Life has to make payment. Both apartments are filled, with individuals or families occupying the apartments for a year on average. Suncoast Voices for Children rents an office from Ready for Life and provides access to their signature program called Opportunity Passport. Opportunity Passport™ is a nationally recognized financial literacy and asset-building program developed by the Jim Casey Youth Opportunities Initiative, designed specifically for youth transitioning out of foster care. It helps participants build financial stability through matched savings, financial education, and personal coaching. 136 young adults have graduated from the Opportunity Passport™ program offered by Suncoast Voices for Children in collaboration with Ready for Life (RFL). These graduates have collectively purchased over \$262,000 in assets, including vehicles, housing, and investments in small businesses. The program includes: 1. A five-class financial literacy curriculum 2. A \$100 stipend upon course completion 3. Access to a 1:1 matched savings account (up to \$3,000) for approved asset purchases such as cars, housing, education, or starting a business 4. Volunteer financial coaches for monthly goal tracking 5. Additional savings matches for specific milestones (e.g., \$500 for vehicle purchase, \$1,000 for securing housing) Through these strategic partnerships, Ready for Life enhances housing opportunities and support systems for former foster youth, promoting successful transitions to independent living.

Please upload Collaborative Letter



Collaborative Letter

***No files uploaded*

D. Scope of Services

Completed by pstills@readyforlifepinellas.org on 4/4/2025 2:25 PM

Case Id: 18892

Name: Ready for Life, Inc.

Address: *No Address Assigned

D. Scope of Services

Please provide the following information.

Program Specifics

D.1. Describe the proposed program. Services to be delivered should be clearly identified. Include information regarding evidence-based practices or best practice models used, if applicable.

The Housing Assistance program is designed to help young adults formally in foster care secure or maintain safe and stable housing. The vast majority of RFL clients qualify as low-income as self-reported through the intake and ensuing assessment process. Once needs are identified by the client, the team works with them directly to assess their best options, now and in time. Since there is no hard and fast rule as to when services "end" for RFL clients, and since we are their surrogate family, we find ourselves working with them and their needs beyond the age of 25. Housing Assistance services to be delivered by Ready for Life staff and community partners include case management, mentoring, life-skills training, reading tutoring, and legal assistance as needed on a case-by-case basis. Clients with children receive further family-strengthening programming such as evidence-based National Exchange Parent Aide, a voluntary in-home mentoring program, plus Mommy & Me events and more.

D.2. What will the funding be used to purchase or pay for to support the program? This should align with the attached Annual Budget and Operational Narrative and the selected priority area (A.12. of the application). Include how does this funding request supplement, not duplicate, current program funding?

As outlined in the focus area of Homeless Prevention and Support Services, this grant includes \$50,000 for homeless outreach and engagement, prevention and diversion services, system navigation, and shelter and housing support. This is provided by utilizing all funds for the housing costs including deposits, rent, and utilities.

D.3. Describe program services including frequency, duration and intensity. Example: Weekly financial literacy sessions for 20 clients for 6 months or completion of curriculum.

The frequency of need varies annually in response to changing conditions in the economy. Any client who accesses Social Action Funding may only receive this funding up to two times per year, not to exceed \$2,000. Payments will be made directly to the property or utility so that all funds are accounted for and delivered to the appropriate landlord/utility company. Support services such as system navigation and housing support are provided through unrestricted funding, not charged to this grant.

D.4. What is the target population and eligibility criteria for the program?

Target Population: 18-28-year-old low-income, Pinellas County former foster care individuals/families, in need of assistance as determined by Ready for Life staff. Tools are already in place to determine income levels using the Federal Poverty Guidelines and Area Median Income levels, subject to change as requested by the funder.

D.5. Provide the geographic service area(s) and hours and days for the program during contract period.

This program will serve all of Pinellas County. The Ready for Life Pinellas office is in Largo, and is open Monday - Friday, 9

AM to 5 PM.

D.6. Describe the program staff, including qualifications, expertise, and credentials, if required.

Jake Ray, Director of Programs, Bachelor of Science, Philosophy/Psychology, Missouri State University. Two+ years experience working at Ready for Life. Former experience with Pinellas County Public Defender's Office 6th Judicial Circuit - Forensic Case Manager. Licensed Health Insurance agent. Chuck Deitch, Chief Operating Officer, MA Mental Health Counseling -Argosy University Tampa; BA Psychology - Trinity Western University, Langley, BC Canada. Former Administrative Director of School Programs - NorthStar Academy, former VP of Residential Programs, Florida Sheriffs Youth Ranches. Trust Based Relational Intervention Practitioner (TBRI).

E. Program Outcomes and Goals

Completed by pstills@readyforlifepinellas.org on 4/4/2025 2:48 PM

Case Id: 18892

Name: Ready for Life, Inc.

Address: *No Address Assigned

E. Program Outcomes and Goals

Please provide the following information.

E.1. Describe the goal(s) of the program using the Program Goals and Outcomes Template [Program Goals and Outcomes Template](#). Please download, complete, and upload below. Include for each goal being addressed:

- **Outcomes** - *Describe the changed state in the program participants or broader community that can be measured and identified. Include % change.*
- **Indicators** - *Identify qualitative and quantitative indicators to measure the outcomes.*
- **Methods of Evaluation** - *Identify how these outcomes will be measured (e.g. surveys, staff observation, program plans, assessments, self-reports.*
- **Measurement Intervals** – *Identify when the measures will be captured. (The goals and objectives must be measurable within a twelve (12) month period.)*



Outcomes and Goals Template Save as Outcomes and Goals Agency name *Required

FY25 SAF Outcomes and Goals RFL.docx

E.2. What information will be collected to demonstrate program success?

Ready for Life uses Salesforce to track program participation, demographics, needs and successes. Part of that tracking includes current housing status and income levels. Forms and tools are created specifically for this program and used to help comply with the grant requirements and they are available upon request.

E.3. Describe how client/individual data is collected. (Please be specific on the platform your program uses if you collect data electronically, and the interval at which data is collected)

Ready for Life had a consultant design a Salesforce account for us in 2023. This CRM includes a section for programming, one for volunteer engagement and management and one for fundraising and development. We periodically update the fields and improve the functionality as needed. If there is anything we are not tracking or capturing, we have the ability to add or modify as needed. Reports are customized to the needs of the agency and the funder.

F. Budget

Completed by pstills@readyforlifepinellas.org on 4/4/2025 3:24 PM

Case Id: 18892

Name: Ready for Life, Inc.

Address: *No Address Assigned

F. Budget and Financial Sustainability

Please provide the following information.

F.1. Total Agency budget for entire organization (local) This should be the largest amount.

\$1,762,060.00

F.2. Total Program budget. Amount currently allocated to fund the program with the requested Social Action Funding.

\$55,000.00

F.3. Total Pinellas County Social Action Funding request.

\$50,000.00

F.4. What percentage of the program budget will be funded with Pinellas County Social Action Funding?

91.00%

F.5. What other funders also financially support this program? To include the amount of funding and what those funds are used for.

The remaining \$5,000 comes from unrestricted funds. If additional funds are obtained from grants they will be added to this budget in order to help more clients.

F.6. What other Pinellas County funding does the organization receive for any and all programs?

Over a million dollars in annual funding for operations comes primarily from unrestricted funds obtained through individual and corporate giving, family foundations, and fundraising. Very few governmental funds are obtained, specifically for good and services not related to housing assistance. These include: Family Support Services Suncoast - contract funding for Independent Living Skills 15-17 year olds. City of Largo - ARPA Small Capital Pinellas Community Foundation - ARPA Small Capital Pinellas County Social Action 2024/2025 - Rental Assistance City of St. Petersburg - Youth Opportunity Grants - funds directly to clients Grants: Tampa Bay Rays, Lightning Foundation, St. Petersburg Bar Foundation, Wawa Foundation, Chapman Foundation, Thomas A. Plein Foundation, St. Petersburg Women's Chamber of Commerce, Southwest Airlines (tickets), Speer Dream Foundation, Publix Supermarket Charities, United Way Pasco, Grow Financial Credit Union, White Family Foundation, National Exchange Club, Hough Foundation, Community Foundation Tampa Bay, Nursey Foundation, and growing.

F.7. Describe the organizations plan for financial and program sustainability beyond fiscal year 2026.

Ready for Life began as a volunteer-driven initiative led by a few key individuals committed to making a lasting difference in the lives of former foster youth. From the beginning, RFL has intentionally avoided reliance on government funding in order to remain nimble and responsive to the needs of the youth we serve. Guided by the Youth Voice, we adapt our programs and priorities to meet young people where they are. While we remain open to pursuing federal, state, and local funding opportunities, we do so selectively—only when it aligns with our mission, serves our population well, and we are confident we are the right agency for the work.

F.8. Please download and complete the [Annual Budget](#) form.



Annual Budget Narrative *Required

FY26 Annual Budget Report RFL .xlsx

G. Required Documents

Completed by pstills@readyforlifepinellas.org on 4/4/2025 3:45 PM

Case Id: 18892

Name: Ready for Life, Inc.

Address: *No Address Assigned

G. Required Documents

Please upload the following documents.

Documentation



Proof of 501(c)(3) status save as 501c3 Agency name *Required

501 C3 IRA Letter of Determination.pdf



Proof of incorporation in the State of Florida for at least one (1) year Save as Incorporation Agency name

***Required**

Proof of inc for past year.pdf



Most Recent Financial and Single Audit (required if available) or IRS Form 990 (only if audit unavailable) Save as Audit Agency name *Required

Ready for Life Inc. - Audit 2022-2023.pdf



W-9 with legal name which matches that of applicant name Save as W9 Agency name *Required

W9-2024 RFL.pdf



Current Certificate of Insurance Save as Insurance Agency Name *Required

COI WC Ready for Life, Inc..pdf

Ready for Life Inc_Workers Comp.pdf



Completed [Internal Control Checklist](#) Save as Internal Control Checklist Agency name *Required

RFL Internal Controls.pdf

☒ [Annual Budget Report](#) Save as Annual Budget Agency name ***Required**

FY26 Annual Budget Report RFL .xlsx

☒ [Outcomes and Goals Template](#) Save as Outcomes and Goals Agency name ***Required**

FY25 SAF Outcomes and Goals RFL.docx

☐ [Current state licenses or registrations](#)

****No files uploaded**

☒ [Local Agency Organizational Chart](#) Save as Org chart Agency name ***Required**

RFL Org Chart 3-17-2025.docx

☐ [Program Job Descriptions, if funding supports salaries if applicable](#) Save as Job Descriptions Agency name

****No files uploaded**

☐ [Housing First Checklist, if applicable](#) Save as Housing First Agency name

****No files uploaded**

☐ [Shelter Entrance Criteria, if applicable](#) Save as Shelter Entrance Criteria Agency name

****No files uploaded**

☒ [Data Control Questionnaire](#) Save as Data Control Questionnaire Agency Name ***Required**

Data Control Questionnaire 24.docx

☒ [HS E-Verify Affidavit](#) Save as Everify Agency name ***Required**

RFL E-Verify Form.pdf

☒ [Board Member List, Including mailing and email addresses and phone numbers, if applicable](#) Save as Board Members Agency name

2024-2025 RFL Board List with phone # & address.pdf

☐ Accreditation, if applicable Save as Accreditation Agency name

***No files uploaded*

☒ [Human Trafficking Affidavit](#) Save as Human Trafficking Agency Name ***Required**

Social Action Human Trafficking Aff.pdf

☐ Travel / Mileage policy if funding is requested Save as Travel policy Agency name

***No files uploaded*

☐ Conflict of Interest Policy if available Save as Conflict of Interest Agency name

***No files uploaded*

☐ Program Policy and Procedures if available Save as Program Policy and Procedures Agency Name

***No files uploaded*

Submit

Completed by pstills@readyforlifepinellas.org on 4/4/2025 3:53 PM

Case Id: 18892

Name: Ready for Life, Inc.

Address: *No Address Assigned

Certification

Once an application is submitted, it can only be "Re-opened" by an Administrator.

By clicking submit, I certify that I am an authorized representative of the proposing agency and the information contained in this application is true and accurate to the best of my knowledge and due diligence.

I also understand that applications are limited to one per organization, and if more than one application is submitted by my organization, only the most recent will be considered for funding.

Authorized Representative Signature

pstills@readyforlifepinellas.org

Electronically signed by pstills@readyforlifepinellas.org on 4/4/2025 3:53 PM

Date Submitted

04/04/2002

Program Description

Completed by jodyjdmmba@yahoo.com on 3/11/2025 3:24 PM

Case Id: 18893

Name: Caring & Sharing Center for Independent Living,

Address: *No Address Assigned

Program Description

Please provide the following information.



Social Action Funding Application for the funding period of October 1, 2025 - September 30, 2026

**Pinellas County Board
of County
Commissioners**
Human Services
440 Court St, 2nd Floor
Clearwater, FL 33756

Pinellas County Human Services is accepting applications from qualified non-profit organizations desiring to provide social services to low-income residents of Pinellas County.

The Social Action Grant Program provides funding to social service organizations for priority services that directly support Pinellas County.

The attached Social Action Grant Program application instructions outline the competitive process for the selection of organizations to receive Social Action Funding Grants as allocated by the Pinellas County Board of County Commissioners (Board) for FY 2026

Funding applications are limited to a minimum of \$10,000.00 and a maximum of \$150,000.00. Only one (1) application may be submitted per agency. Applicants may apply for either a large award (\$100,000.00 - \$150,000.00), or a small award (\$10,000.00 - \$99,999.00). A maximum of five large awards will be made, with the remainder of funding allocated to small awards. The amount requested does not guarantee an award. Actual awards will be based on the recommendation of the review committee and approval of the Board. The funding priorities for the Social Action Grant Program are:

- **Food and Nutritional Services:** including food banks, meal delivery, congregate dining, and related supportive services.
- **Homeless Prevention and Supportive Services:** including homeless outreach and engagement, prevention and diversion services, system navigation, and shelter and housing support.
- **Healthcare and Human Services for Disadvantaged Residents:** including, but not limited to, specialized healthcare services, workforce development, life skills training and support, transportation or mobility assistance, chore services, health and hygiene support, and specialized mentoring or educational programs for disadvantaged populations.

- **Supportive Services for an Aging Population:** any of the above listed types of programs or additional supportive programs targeted to an aging population.

The submission deadline for all applications is April 4, 2025 at 4:00 PM (no exceptions). Organizations must utilize the online application through the Neighborly System. Please allow ample time for submission and technological challenges, as late applications will not be accepted. For questions regarding your application, please contact: Amanda Craft at acraft@pinellas.gov.

ELIGIBILITY CRITERIA

☒ The applicant organization must agree to the terms and conditions contained in the Pinellas County Social Action Program Agreement. **NO EXCEPTIONS** to the terms and conditions of the agreement will be permitted. The County reserves the right to update these terms and conditions from time to time and as needed to meet the needs of the County.

DISCLAIMER

☒ Pinellas County Government reserves the right to: 1) cancel the application process; 2) accept or reject any or all applications received; 3) waive any non-substantive deficiency or irregularity, waive or remedy any technical or immaterial errors; 4) request any necessary clarifications of proposal data without changing the terms of the proposal; 5) negotiate with any qualified applicant; 6) award a contract in what it believes to be the best interest of the County; 7) cancel the request, in part or its entirety, if it is deemed to be in the best interest of the County; 8) reject the program of any applicant that has previously failed to perform properly; 9) reject the program of any applicant who has failed to complete a contract within the specified timeframe; 10) reject the program of any applicant that is not in a position to fulfill a resulting contractual obligation.

EXCLUSIONS

The following are not eligible for Social Action Grant funding:

1. Capital Expenses
2. Improvements to Real Properties
3. Indirect Cost Rate (e.g. a fixed % of the program budget; direct costs are allowable)
4. Research studies or technical assistance
5. Employee or volunteer incentives
6. Legal fees or any expenses specifically related to criminal activity including court costs, citations, restitution, child support, alimony, or immigration related expenses
7. Alcohol, tobacco, firearms or lottery tickets
8. Expenses related to immigration or returning to country of origin
9. Gift Cards
10. Money orders
11. Property taxes
12. Vehicle purchases

FATAL CRITERIA

- Agency has not been incorporated in the State of Florida for a minimum of one (1) year.
- Agency does not have a 501 (c) (3) status for a minimum of one (1) year.
- Agency is not in compliance with an existing County contract at the time of submission.
- Agency's proposal is under/over the minimum (\$10,000.00)/ maximum (\$150,000.00).
- Application is late (system will not allow incomplete or late submissions).
- Application does not include a budget.

Please [CLICK HERE](#) to download a copy of the full program description.

☒ I acknowledge that I have clicked the above link and reviewed all program documentation.

Please [CLICK HERE](#) to download a copy of the Agreement.

☒ I acknowledge that I have clicked the above link and reviewed and agree to all terms.

Please [CLICK HERE](#) to view Frequently Asked Questions

NOTE: Incomplete applications will not be accepted by the system.

Eligibility

Completed by jodyjdmdba@yahoo.com on 3/11/2025 3:24 PM

Case Id: 18893

Name: Caring & Sharing Center for Independent Living,

Address: *No Address Assigned

Eligibility

Please provide the following information.

1. Is the applicant organization a non-profit 501 (c) (3) organization for at least one (1) year and incorporated in the State of Florida for at least one (1) year prior to date of application? The program is funded by local tax revenue. As such, publicly funded organizations are not eligible for awards under this solicitation.

Yes

2. Is the applicant organization the organization providing the proposed services? Subcontracting of contractual services is prohibited.

Yes

3 Do the proposed programs/services serve residents of Pinellas County?

Yes

4. Is the mission of the applicant organization consistent with the goals of the Social Action Grant Program to address the health, economic, and social well-being of Pinellas County residents in need of assistance? The applicant organization must not discriminate against any applicant for employment or employee with respect to hire, tenure, terms, conditions or privileges of employment or any matter directly or indirectly related to employment or against any client because of age, sex, race, ethnicity, color, religion, national origin, disability, marital status, or sexual orientation.

Yes

5. Does the applicant organization discriminate against any person on the basis of age, sex, race, ethnicity, color, religion, national origin, disability, marital status or sexual orientation in admission, treatment, or participation in its programs, services and activities?

No

6. Do the programs proposed by faith-based organizations have a secular purpose, and do not require worship or religious instruction activities? Services provided by faith-based organizations must be available to all Pinellas County residents, not solely for congregation members.

N/A

7. Are you an individual seeking financial assistance for yourself or another individual?

No

A. Agency Information

Completed by jodyjdmba@yahoo.com on 3/11/2025 3:34 PM

Case Id: 18893

Name: Caring & Sharing Center for Independent Living,

Address: *No Address Assigned

A. Agency Information

Please provide the following information.

LEGAL AGENCY INFORMATION (FOR CONTRACT)

A.1. Legal Organization Name

Caring & Sharing Center for Independent Living, Inc

A.2. DBA (if applicable)

Disability Achievement Center

A.3. Legal Address

12552 BELCHER RD S LARGO, FL 33773

PROJECT INFORMATION

A.4. Program Name/Project Title

Home Ramp Program for People with Disabilities

A.5. Summary - provide a brief summary of program and how funding would be utilized.

Purchase and install modular ramps for people with disabilities to enable safe access to the home.

A.6. Physical Program Address

12552 BELCHER RD S LARGO, FL 33773

A.7. Program Manager First Name

Julia

A.8. Program Manager Last Name

Michalka

A.9. Program Manager Title

Program Supervisor

A.10. Program Manager Email

JuliaM@myDACIL.org

A.11. Program Manager Phone Number

(727) 286-9074

APPLICATION CONTACT INFORMATION

A.19. First Name

Jody

A.20. Last Name

Armstrong

A.21. Contact Person/Title

Director of Outreach

A.22. Contact Email

JodyA@myDACIL.org

A.23. Telephone

7275397550238

A.24. Executive Officer with signing authority First Name

Nicole

A.25. Executive Officer with signing authority Last Name

Reed

A.26. Executive Officer Title

Executive Director

A.27. Executive Officer Email

nicoler@mydacil.org

A.28. Executive Officer Phone Number

(727) 539-7550

A.12. Social Action Funding Priority Area

Note: Only one (1) application may be submitted per organization. If more than one is submitted, only the first will be considered for funding.

Healthcare and Human Services for Disadvantaged Residents

A.13. Funding Category **ONLY SELECT ONE**

☒ \$10,000.00-\$99,999.00

☐ \$100,000.00-\$150,000.00

A.14. Total Amount Requested

Note: Max request is \$150,000.00

\$75,000.00

A.15. Taxpayer/Employer ID

593102837

A.16. Unique Entity Identifier (UEI- Federal SAM.GOV Number, if registered

LVTYWF3L7D55

A.17. Date of incorporation in Florida

07/30/1991

A.18. Date of 501(c)(3) Status

07/27/2011

B. Organization Profile

Completed by jodyjdmba@yahoo.com on 3/25/2025 11:07 AM

Case Id: 18893

Name: Caring & Sharing Center for Independent Living,

Address: *No Address Assigned

B. Organization Profile

Please provide the following information.

B.1. Describe how the mission and purpose of the agency align with the funding priority area.

"Empowering People with Disabilities" is the mission of the Disability Achievement Center, reflecting our commitment to enhancing the lives of individuals with disabilities through support, resources, and opportunities that foster independence and inclusion. People with disabilities are widely recognized as a disadvantaged population, often facing systemic barriers to healthcare, mobility, and social services. Our mission directly aligns with the goals of the Healthcare and Human Services for Disadvantaged Residents grant, particularly in its focus on providing mobility assistance for disadvantaged populations. At Disability Achievement Center, we prioritize improving access to mobility solutions—including installation of recyclable aluminum ramps—which enable individuals with disabilities to participate in their communities, access healthcare, and lead more fulfilling lives. By addressing these critical needs, our work complements the grantor's aim to uplift disadvantaged residents through targeted human services, ensuring that people with disabilities are empowered to overcome obstacles and thrive.

B.2. Describe your board membership and how the board is reflective of the target population.

Disability Achievement Center is deeply committed to representing the population we serve, as reflected in our governance structure. Our bylaws mandate that the majority of our Board of Directors and staff be individuals with disabilities, ensuring that we embody the community we support. Currently, 8 of our 11 board members have a disability. Additionally, all members are connected to the disability community, either through their professional roles or personal advocacy, bringing diverse perspectives and lived experiences to our leadership.

B.3. Explain the organization's experience relevant to the proposed priority area.

Since 2004, Disability Achievement Center has provided modular ramp installation services to enhance accessibility for individuals with disabilities. Over the years, this program has expanded significantly, with 81 ramps currently installed across Pinellas and Pasco Counties. We maintain strict oversight to ensure efficiency and sustainability, including the removal of ramps when they are no longer needed and the recycling of components for future installations. Our experienced leadership team—including the Executive Director (12 years), Program Supervisor (9 years), and Director of Outreach (10 years)—has consistently driven the success and continuity of this initiative, leveraging decades of collective expertise to meet the needs of our community.

B.4. Describe your onboarding process and program implementation timeline across the organization and for this program.

Upon notification of the grant award, Disability Achievement Center initiates work immediately. The grant is recorded in our accounting system, assigned a funding number, and linked to any eligibility criteria (e.g., age, location, disability) specified in the award. The onboarding and implementation process begins by contacting the next individual on our ramp waitlist, following a first-come, first-serve approach, provided they meet the funding criteria. We confirm their need and guide them through an eligibility assessment, with their assigned Independent Living Facilitator providing support throughout the entire process. Once eligibility is verified, our trusted vendor conducts a site visit to assess the property layout and the consumer's mobility needs, preparing a tailored drawing and cost estimate. Next, our internal

accounting protocols require the completion of a Purchase Authorization Request (PAR), prepared by the consumer's Independent Living Facilitator, who continues to assist the individual at every step. The PAR is reviewed and approved by both the Program Supervisor and the Executive Director to ensure fiscal accountability and alignment with program and funding objectives. Upon approval, materials are ordered, and the vendor schedules the ramp installation as soon as parts are received. To document the process, we capture before-and-after photos and collect consumer feedback on their experience and the completed ramp. Final invoices are processed and paid upon confirmation of satisfactory completion. The entire timeline—from initial contact to installation and final payment—typically spans approximately three weeks, though slight variations may occur due to shipping or delivery schedules. This systematic process is repeated for each eligible consumer until all grant funds are fully utilized, ensuring efficient, equitable resource distribution. Our approach underscores our commitment to timely service delivery, rigorous oversight, and consumer satisfaction while maximizing the impact of the grant funding, with the Independent Living Facilitator playing a key role in supporting individuals throughout the journey.

C. Community Needs

Completed by jodyjdmdba@yahoo.com on 3/25/2025 11:16 AM

Case Id: 18893

Name: Caring & Sharing Center for Independent Living,

Address: *No Address Assigned

C. Community Needs

Please provide the following information.

C.1. Clearly identify the need to be addressed through the proposed program.

Disability Achievement Center's Home Ramp Program addresses a critical need for individuals with disabilities, particularly those reliant on fixed incomes from SSI/SSDI. These limited resources leave little flexibility for unexpected costs, making it nearly impossible for many to afford a ramp essential for safe, independent living. For numerous individuals—especially those whose disabilities stem from aging or traumatic injury—the absence of ramps renders them unable to navigate steps or thresholds, effectively trapping them in their homes. Insurance does not cover ramps, exacerbating the challenge and posing significant safety risks, such as hindered evacuation during emergencies like fires. Beyond safety, this lack of accessible egress restricts community participation and inclusion, often leaving individuals isolated. Without intervention, the only viable options for many become homelessness or institutionalization—outcomes that carry steep financial and personal costs. Taxpayers shoulder the burden of nursing home subsidies, while individuals suffer from diminished quality of life and disconnection from community support networks. Historically, community groups like Boy Scouts and churches stepped in to build ramps, offering a vital lifeline. However, the dramatic rise in lumber prices during the COVID-19 pandemic halted these efforts, as the cost became prohibitive for volunteer organizations. As a result, the Disability Achievement Center emerged as the sole provider of ramp installation in the region, causing our waitlist to surge from an average of 30-40 individuals to 103. This unprecedented demand has been compounded by escalating costs of ramp components, inflation-driven need, and persistent supply chain challenges. In response, Disability Achievement Center launched a targeted initiative in 2024 to reduce this backlog, recognizing that a three-year wait for a ramp—an essential tool for accessibility and independence—is simply unacceptable. Funding this program will not only restore mobility and dignity to those we serve but also alleviate the broader societal and economic toll of inaction.

C.2. Provide current supporting statistics or data specific to Pinellas County such as needs assessments, interviews, waiting lists, surveys, trends and/or analyses to demonstrate the need described in C1.

The need for Disability Achievement Center's Home Ramp Program in Pinellas County is underscored by compelling local data and trends. The Pinellas County 2020 Analysis of Impediments to Fair Housing Choice highlights that the county's housing stock is older than the national average and deemed "functionally obsolete." This aging infrastructure, characterized by uneven thresholds and exterior stairs, presents significant barriers for individuals with mobility impairments. Without accessible modifications like ramps, many face dire alternatives: homelessness or institutionalization. These outcomes carry substantial costs—both human and economic. In Pinellas County, the annual cost of a semi-private nursing home room averages \$107,128, a burden often subsidized by taxpayers. Similarly, homelessness costs taxpayers approximately \$35,000 per person annually, reflecting lost productivity and increased public service demands. In contrast, installing a ramp offers a cost-effective solution, preserving independence and community connection at a fraction of these expenses. Current data from Disability Achievement Center further illustrates the urgent demand. As of March 25, 2025, our ramp waitlist stands at 84 individuals—49 in Pinellas County and 35 in Pasco County. This backlog reflects a critical unmet need, intensified by rising material costs, inflation, and the withdrawal of volunteer groups that once built ramps but ceased due to economic pressures. By addressing these barriers, the Home Ramp Program not only enhances safety and quality of life for individuals with disabilities but also

delivers a fiscally responsible alternative to costlier societal outcomes. Supporting this initiative aligns with both humanitarian goals and economic pragmatism, enabling residents to remain active, contributing members of the Pinellas County community.

C.3. Is the program new and innovative, or is funding sought to expand capacity or service in an existing program, or continuation of current funding? No points to be assessed for this question.

Expand Capacity or Service

C.4. If new and innovative, discuss what is currently being done in the community to address the need and how this program differs to provide better results. If expanding capacity, describe the current services available in the community, numbers unserved, and how the proposed program will reduce the number of unserved. If continuation of funding discuss what has been done to obtain alternate funding?

Disability Achievement Center's Home Ramp Program currently provides a vital service to the community by installing recyclable aluminum ramps at no cost for people with disabilities in Pinellas and Pasco Counties, Florida. These modular ramps address physical barriers, enabling individuals to maintain their independence, stay active in their communities, and avoid premature institutionalization. As of March 25, 2025, the program has 81 ramps installed in the field, demonstrating significant reach. The ramps are maintenance-free, durable (with some from 15 years ago still in excellent condition), and cost-effective compared to traditional wooden ramps due to their quick installation (a few hours) and reusable components, which are recycled and redeployed once no longer needed by a recipient. Despite this success, there remains a waitlist for ramps (49 in Pinellas) indicating an unserved population within the community. The program's reliance on grants and donations means that services are provided only as funds allow, which likely contributes to the gap between those served and those still in need. The proposed program aims to reduce the number of unserved individuals by expanding funding and operational capacity. Through increased community outreach targeting larger regional businesses and aggressive pursuit of grants from foundations and government entities, Disability Achievement Center seeks to secure more resources. Support from organizations like Goodwill Industries and the Tampa Bay Rays is a promising start, and further funding would enable the installation of additional ramps. The recycling of ramp components after a recipient no longer needs them (due to moving, passing away, or other reasons) further reduces costs for subsequent installations, stretching each dollar further. By scaling up installations and leveraging this cost-effective model, the program will shorten the waitlist, ensuring more people with disabilities gain timely access to ramps, enhancing their independence and community participation while reducing the risk of institutionalization.

If currently funded, please provide outcomes/utilization/success?



Outcomes/Utilization/Success

***No files uploaded*

C.5. Describe how the proposed program will coordinate with existing programs in the community. If program is working with partners, please include a collaborative letter showing how both sides would be working on project.

Disability Achievement Center's proposed Home Ramp Program will seamlessly coordinate with existing community programs to enhance service delivery for people with disabilities in Pinellas and Pasco Counties. Our organization is a recognized leader in disability services, maintaining robust partnerships with key community entities such as the Area Agency on Aging of Pasco/Pinellas (AAAPP) and First Contact (formerly 2-1-1), both of which frequently refer clients to us. These relationships ensure a steady flow of individuals in need directly to our doorstep. Additionally, we collaborate with multiple home health agencies—often the first to identify accessibility needs—through our streamlined Community Partner Referral Form. This one-page document simplifies the process for these agencies to refer clients requiring equipment like shower chairs, handheld shower wands, grab bars, and ramps, especially as patients prepare for

discharge from rehabilitation facilities. While Disability Achievement Center is well-equipped to respond promptly to most referred needs, ramp installation remains a bottleneck due to funding and capacity constraints. Referrals often highlight urgent cases, such as patients nearing the end of rehab who require a ramp to safely return home. Without timely ramp access, these individuals face extended rehab stays or, if discharged, become homebound, limiting their independence and community engagement. The proposed program will address this gap by expanding funding through grants and donations, enabling faster ramp installations. By integrating with existing referral networks, the Home Ramp Program will leverage these partnerships to prioritize and expedite ramp delivery for referred clients, ensuring they can transition home safely and efficiently. This coordination enhances the effectiveness of our partners' efforts, reduces delays in care transitions, and maximizes community resources to better serve people with disabilities.

Please upload Collaborative Letter

☐ **Collaborative Letter**

***No files uploaded*

D. Scope of Services

Completed by jodyjdmdba@yahoo.com on 3/26/2025 11:07 AM

Case Id: 18893

Name: Caring & Sharing Center for Independent Living,

Address: *No Address Assigned

D. Scope of Services

Please provide the following information.

Program Specifics

D.1. Describe the proposed program. Services to be delivered should be clearly identified. Include information regarding evidence-based practices or best practice models used, if applicable.

Disability Achievement Center's proposed program addresses a critical need for accessible home entry among people with disabilities in Pinellas and Pasco Counties, where stairs and thresholds often isolate individuals and limit independence. Since COVID-19, demand for affordable ramps has surged, exacerbated by high lumber costs that halted volunteer efforts to build wooden ramps. As of March 25, 2025, the program faces an 84-person waitlist—49 in Pinellas and 35 in Pasco—with wait times reaching up to three years, down from a peak of 103 last fall. The program delivers free, recyclable aluminum ramps to eligible individuals for as long as needed. These modular ramps are durable, maintenance-free, and quick to install, offering a sustainable alternative to traditional wooden ramps. Recognized in 2016 by the Foundation for a Healthy St. Petersburg as a "best practice" for their recyclability, the ramps are loaned through a zero-cost agreement. Recipients return them when no longer required, and the Center recycles them for new users. Currently, 81 individuals benefit from the program, but funding shortages hinder its ability to meet growing demand. Services include custom ramp design and installation, adhering to ADA standards (minimum slope of 1:12, or one inch per foot), with costs averaging \$7,500 per ramp, though site-specific needs cause variability. The Center's vendor charges \$67.50 for site evaluations and design, and \$600 is budgeted per removal. Operating on a first-come, first-served basis, the Center monitors recipients' safety and needs, ensuring long-term support. As the only local ramp provider, it fills a critical gap left by the decline of volunteer-built wooden ramps. The recyclable aluminum model enhances cost-efficiency compared to wood, but insufficient funding extends wait times, leaving many vulnerable residents homebound. This program combines practical service delivery with a proven, sustainable approach to improve mobility.

D.2. What will the funding be used to purchase or pay for to support the program? This should align with the attached Annual Budget and Operational Narrative and the selected priority area (A.12. of the application). Include how does this funding request supplement, not duplicate, current program funding?

The requested funding will be utilized to enhance mobility assistance for disadvantaged residents, aligning with the Healthcare and Human Services priority area outlined in the attached Annual Budget and Operational Narrative. Specifically, the funds will support the evaluation of property parcels to develop detailed drawings and determine required materials, the procurement of all necessary components, and the installation of 10 accessibility ramps for individuals with disabilities. This initiative directly addresses the mobility needs of underserved community members, improving their access to essential services and promoting independence. This funding request supplements, rather than duplicates, current program funding by expanding the scope of our existing efforts. While our current budget supports limited mobility assistance projects, this additional funding will enable us to increase the number of ramps installed, reaching more disadvantaged residents who would otherwise remain underserved. By leveraging these resources, we can amplify the impact of our program without overlapping with existing financial commitments.

D.3. Describe program services including frequency, duration and intensity. Example: Weekly financial literacy sessions for 20 clients for 6 months or completion of curriculum.

Zero maintenance aluminum modular ramps will be installed for 10 people with disabilities in Pinellas County to provide safe access to their homes.

D.4. What is the target population and eligibility criteria for the program?

Disability Achievement Center serves people of all ages with a disability. CDBG requirements will steer additional eligibility criteria.

D.5. Provide the geographic service area(s) and hours and days for the program during contract period.

Modular ramp installation will occur throughout Pinellas County weekdays 9am-5pm.

D.6. Describe the program staff, including qualifications, expertise, and credentials, if required.

Disability Achievement Center prides itself on its unique staffing model, as mandated by our bylaws, which requires that the majority of our Board and staff be individuals with disabilities. This ensures that we truly represent and understand the population we serve. Since 2004, our dedicated team has been installing zero-maintenance aluminum access ramps, providing housebound individuals with disabilities the freedom to access the outside world. Our vendor, who undergoes rigorous Level II Background checks, brings extensive experience in designing and installing ramps that meet ADA specifications. With 81 ramps currently installed in the field, their expertise is well-documented. Our Executive Director, with 13 years of service to the organization, oversees all grant expenditures, supported by a robust system of checks and balances to ensure full compliance with grant requirements. Our Program Supervisor, a 9-year veteran of the Disability Achievement Center, has devoted her entire career to serving the disability community, bringing a wealth of knowledge and passion to her role. Similarly, our Director of Outreach, with 10 years of service, leverages deep community connections to enhance our impact and reach. Together, this experienced and committed team drives our mission forward with expertise, empathy, and a shared lived experience that sets us apart.

E. Program Outcomes and Goals

Completed by jodyjdmba@yahoo.com on 3/25/2025 3:39 PM

Case Id: 18893

Name: Caring & Sharing Center for Independent Living,

Address: *No Address Assigned

E. Program Outcomes and Goals

Please provide the following information.

E.1. Describe the goal(s) of the program using the Program Goals and Outcomes Template [Program Goals and Outcomes Template](#). Please download, complete, and upload below. Include for each goal being addressed:

- **Outcomes** - *Describe the changed state in the program participants or broader community that can be measured and identified. Include % change.*
- **Indicators** - *Identify qualitative and quantitative indicators to measure the outcomes.*
- **Methods of Evaluation** - *Identify how these outcomes will be measured (e.g. surveys, staff observation, program plans, assessments, self-reports.*
- **Measurement Intervals** – *Identify when the measures will be captured. (The goals and objectives must be measurable within a twelve (12) month period.)*



Outcomes and Goals Template Save as Outcomes and Goals Agency name *Required

Outcomes and Goals Caring and Sharing Center for Independent Living Inc DBA Disability Achievement Center.docx

E.2. What information will be collected to demonstrate program success?

Disability Achievement Center aims to enhance safety and independence for all service recipients. To demonstrate program success, we collect data through a Customer Satisfaction Survey (CSS). This survey assesses the impact of our services on recipients' lives, allowing us to measure the effectiveness of our programs and identify any unmet community needs. The information gathered from the CSS is then used to refine our services and address emerging needs identified through the survey responses.

E.3. Describe how client/individual data is collected. (Please be specific on the platform your program uses if you collect data electronically, and the interval at which data is collected)

Consumer and individual data is collected systematically to ensure feedback on services is captured effectively and unmet community needs are identified for future strategic planning. Data collection occurs through both electronic and manual methods, with responses recorded and stored securely in Excel spreadsheets saved on our onsite server, maintained at our facility with restricted access to authorized staff only. 1. Post-Service Telephone Surveys: Once someone completes their goals with us and their case closes successfully, we reach out to 25% of those individuals by phone. These individuals are called by trained staff members or volunteer who ask the questions outlined in the Customer Satisfaction Survey (CSS). Responses are recorded verbally during the phone call and then manually entered by staff or volunteers into a designated Excel spreadsheet saved on our onsite server. This spreadsheet is updated in real-time as calls are completed, with data collection occurring on a rolling basis throughout the year as cases close. The Program Supervisor and Executive Director review these responses periodically to assess service quality and identify trends. 2. Annual Mailed Surveys: Each October, an annual Customer Satisfaction Survey is printed and mailed to all consumers with cases considered active as of September 30th. Consumers are asked to complete the survey and return it via mail. Upon receipt of the completed surveys, the Program Services Coordinator manually enters the responses into a separate Excel spreadsheet saved on our onsite server. This data entry process occurs as

Printed By: Amanda Craft on 4/4/2025

14 of 21

surveys are returned, typically spanning October through November, depending on response rates. Once all responses are captured, the Program Services Coordinator submits the compiled spreadsheet to the Executive Director for review, incorporation into strategic planning, and reporting to grantors and the Board of Directors. Platform and Interval Details:

- The electronic platform used for data storage consists of Excel spreadsheets saved on our onsite server, located at Disability Achievement Center, ensuring secure and localized data management accessible only to authorized personnel. These spreadsheets serve as the primary database for both telephone and mailed survey responses.
- Telephone survey data is collected and recorded continuously throughout the year as cases close, targeting 25% of eligible consumers, with calls conducted by trained staff members or volunteers.
- Mailed survey data is collected annually, with surveys distributed in October and responses recorded as they are received in the subsequent weeks. This dual-method approach ensures comprehensive feedback from consumers, with responses systematically recorded and securely stored in Excel spreadsheets on our onsite server. The data is reviewed by leadership, incorporated into strategic planning to guide future service enhancements, and reported to grantors and the Board of Directors to demonstrate program impact and accountability while addressing unmet needs in the community.

F. Budget

Completed by jodyjdmba@yahoo.com on 3/26/2025 9:33 AM

Case Id: 18893

Name: Caring & Sharing Center for Independent Living,

Address: *No Address Assigned

F. Budget and Financial Sustainability

Please provide the following information.

F.1. Total Agency budget for entire organization (local) This should be the largest amount.

\$1,226,106.00

F.2. Total Program budget. Amount currently allocated to fund the program with the requested Social Action Funding.

\$190,000.00

F.3. Total Pinellas County Social Action Funding request.

\$75,000.00

F.4. What percentage of the program budget will be funded with Pinellas County Social Action Funding?

39.00%

F.5. What other funders also financially support this program? To include the amount of funding and what those funds are used for.

Disability Achievement Center's Home Ramp Program is supported by a diverse group of funders, each contributing specific amounts to advance our mission. The Area Agency on Aging of Pasco Pinellas (AAAPP) provided \$47,000, which has enabled the installation of nine ramps, with seven already completed and two in progress. Goodwill Industries contributed \$7,500, the Tampa Bay Rays donated \$1,000, and TEGNA granted \$5,000, collectively funding the installation of two additional ramps. These contributions directly support material costs, labor, and logistical needs for ramp construction, ensuring accessibility for individuals with disabilities. In addition to current funders, we are actively pursuing further support through pending grant applications, including \$75,000 from the Speer Dream Foundation and \$75,000 from Pasco County's Community Development Block Grant (CDBG) program. If awarded, these funds will be allocated to expand the Home Ramp Program, covering additional installations and reducing our waiting list. To broaden our funding base, we are also focusing on engaging local corporations such as the Raymond James Foundation and Valspar. These partnerships aim to secure financial backing—potentially for ramp materials and outreach efforts—while amplifying awareness of our mission within the community, fostering both sustainability and growth for the program.

F.6. What other Pinellas County funding does the organization receive for any and all programs?

Disability Achievement Center does not receive any funding from Pinellas County for our programs and services.

F.7. Describe the organizations plan for financial and program sustainability beyond fiscal year 2026.

Disability Achievement Center is committed to ensuring financial and program sustainability beyond fiscal year 2026 through a strategic and prudent approach to resource management. Our organization has a proven track record of operating within a conservative budget, utilizing only awarded grant funds to support our programs. This disciplined financial strategy ensures that our services remain available as long as funding is secured. To sustain and expand our flagship Home Ramp Program—the only program with an existing waiting list—we will prioritize fundraising efforts aimed at securing dedicated resources for this initiative. As we install more ramps, we anticipate an increase in

opportunities for subsequent partial installations, which will lower the overall cost per ramp over time. By optimizing efficiency and leveraging economies of scale, we aim to maximize the impact of every dollar invested in the program. Through continued grant applications, targeted fundraising campaigns, and strategic program growth, Disability Achievement Center will maintain its mission-driven work well into the future.

F.8. Please download and complete the [Annual Budget](#) form.



Annual Budget Narrative *Required

Annual Budget Caring and Sharing Center for Independent Living Inc DBA Disability Achievement Center.xlsx

G. Required Documents

Completed by jodyjdmba@yahoo.com on 3/26/2025 9:23 AM

Case Id: 18893

Name: Caring & Sharing Center for Independent Living,

Address: *No Address Assigned

G. Required Documents

Please upload the following documents.

Documentation



Proof of 501(c)(3) status save as 501c3 Agency name *Required

501c3 Caring and Sharing Center for Independent Living Inc DBA Disability Achievement Center.pdf



Proof of incorporation in the State of Florida for at least one (1) year Save as Incorporation Agency name

***Required**

Restated Articles of Incorporation - Caring and Sharing Center for Independent Living Inc..pdf



Most Recent Financial and Single Audit (required if available) or IRS Form 990 (only if audit unavailable) Save as Audit Agency name *Required

Audit Caring and Sharing Center for Independent Living Inc DBA Disability Achievement Center.pdf



W-9 with legal name which matches that of applicant name Save as W9 Agency name *Required

W9 Caring and Sharing Center for Independent Living Inc DBA Disability Achievement Center.pdf



Current Certificate of Insurance Save as Insurance Agency Name *Required

Insurance Caring and Sharing Center for Independent Living Inc DBA Disability Achievement Center.pdf



Completed [Internal Control Checklist](#) Save as Internal Control Checklist Agency name *Required

Internal Control ChecklistCaring and Sharing Center for Independent Living Inc DBA Disability Achievement Center.pdf



Annual Budget Report Save as Annual Budget Agency name *Required

Annual Budget Caring and Sharing Center for Independent Living Inc DBA Disability Achievement Center.xlsx



Outcomes and Goals Template Save as Outcomes and Goals Agency name *Required

Outcomes and Goals Caring and Sharing Center for Independent Living Inc DBA Disability Achievement Center.docx



Current state licenses or registrations

***No files uploaded*



Local Agency Organizational Chart Save as Org chart Agency name *Required

Org Chart Caring and Sharing Center for Independent Living, Inc DBA Disability Achievement Center.doc



Program Job Descriptions, if funding supports salaries if applicable Save as Job Descriptions Agency name

***No files uploaded*



Housing First Checklist, if applicable Save as Housing First Agency name

***No files uploaded*



Shelter Entrance Criteria, if applicable Save as Shelter Entrance Criteria Agency name

***No files uploaded*



Data Control Questionnaire Save as Data Control Questionnaire Agency Name *Required

Data Control Questionnaire Caring and Sharing Center for Independent Living Inc DBA Disability Achievement Center.pdf



HS E-Verify Affidavit Save as Everify Agency name *Required

Everify Caring and Sharing Center for Independent Living Inc DBA Disability Achievement Center.pdf



Board Member List, Including mailing and email addresses and phone numbers, if applicable Save as Board Members Agency name

Board Members Caring and Sharing Center for Independent Living Inc DBA Disability Achievement Center.docx

☐ **Accreditation, if applicable Save as Accreditation Agency name**

***No files uploaded*

☒ **Human Trafficking Affidavit Save as Human Trafficking Agency Name **Required***

Human Trafficking Caring and Sharing Center for Independent Living Inc DBA Disability Achievement Center.pdf

☐ **Travel / Mileage policy if funding is requested Save as Travel policy Agency name**

***No files uploaded*

☒ **Conflict of Interest Policy if available Save as Conflict of Interest Agency name**

Conflict of Interest Caring and Sharing Center for Independent Living Inc DBA Disability Achievement Center.docx

☒ **Program Policy and Procedures if available Save as Program Policy and Procedures Agency Name**

Intake Procedures and Forms Caring and Sharing Center for Independent Living Inc DBA Disability Achievement Center.pdf

Submit

Completed by jodyjdmba@yahoo.com on 3/26/2025 11:29 AM

Case Id: 18893

Name: Caring & Sharing Center for Independent Living,

Address: *No Address Assigned

Certification

Once an application is submitted, it can only be "Re-opened" by an Administrator.

By clicking submit, I certify that I am an authorized representative of the proposing agency and the information contained in this application is true and accurate to the best of my knowledge and due diligence.

I also understand that applications are limited to one per organization, and if more than one application is submitted by my organization, only the most recent will be considered for funding.

Authorized Representative Signature

jodya@mydacil.org

Electronically signed by jodyjdmba@yahoo.com on 3/26/2025 11:28 AM

Date Submitted

03/26/2025

Program Description

Completed by smcintyre@neighborly.org on 3/31/2025 3:00 PM

Case Id: 18907

Name: Neighborly Care Network

Address: *No Address Assigned

Program Description

Please provide the following information.



Social Action Funding Application for the funding period of October 1, 2025 - September 30, 2026

**Pinellas County Board
of County
Commissioners**
Human Services
440 Court St, 2nd Floor
Clearwater, FL 33756

Pinellas County Human Services is accepting applications from qualified non-profit organizations desiring to provide social services to low-income residents of Pinellas County.

The Social Action Grant Program provides funding to social service organizations for priority services that directly support Pinellas County.

The attached Social Action Grant Program application instructions outline the competitive process for the selection of organizations to receive Social Action Funding Grants as allocated by the Pinellas County Board of County Commissioners (Board) for FY 2026

Funding applications are limited to a minimum of \$10,000.00 and a maximum of \$150,000.00. Only one (1) application may be submitted per agency. Applicants may apply for either a large award (\$100,000.00 - \$150,000.00), or a small award (\$10,000.00 - \$99,999.00). A maximum of five large awards will be made, with the remainder of funding allocated to small awards. The amount requested does not guarantee an award. Actual awards will be based on the recommendation of the review committee and approval of the Board. The funding priorities for the Social Action Grant Program are:

- **Food and Nutritional Services:** including food banks, meal delivery, congregate dining, and related supportive services.
- **Homeless Prevention and Supportive Services:** including homeless outreach and engagement, prevention and diversion services, system navigation, and shelter and housing support.
- **Healthcare and Human Services for Disadvantaged Residents:** including, but not limited to, specialized healthcare services, workforce development, life skills training and support, transportation or mobility assistance, chore services, health and hygiene support, and specialized mentoring or educational programs for disadvantaged populations.

- **Supportive Services for an Aging Population:** any of the above listed types of programs or additional supportive programs targeted to an aging population.

The submission deadline for all applications is April 4, 2025 at 4:00 PM (no exceptions). Organizations must utilize the online application through the Neighborly System. Please allow ample time for submission and technological challenges, as late applications will not be accepted. For questions regarding your application, please contact: Amanda Craft at acraft@pinellas.gov.

ELIGIBILITY CRITERIA

☒ The applicant organization must agree to the terms and conditions contained in the Pinellas County Social Action Program Agreement. **NO EXCEPTIONS** to the terms and conditions of the agreement will be permitted. The County reserves the right to update these terms and conditions from time to time and as needed to meet the needs of the County.

DISCLAIMER

☒ Pinellas County Government reserves the right to: 1) cancel the application process; 2) accept or reject any or all applications received; 3) waive any non-substantive deficiency or irregularity, waive or remedy any technical or immaterial errors; 4) request any necessary clarifications of proposal data without changing the terms of the proposal; 5) negotiate with any qualified applicant; 6) award a contract in what it believes to be the best interest of the County; 7) cancel the request, in part or its entirety, if it is deemed to be in the best interest of the County; 8) reject the program of any applicant that has previously failed to perform properly; 9) reject the program of any applicant who has failed to complete a contract within the specified timeframe; 10) reject the program of any applicant that is not in a position to fulfill a resulting contractual obligation.

EXCLUSIONS

The following are not eligible for Social Action Grant funding:

1. Capital Expenses
2. Improvements to Real Properties
3. Indirect Cost Rate (e.g. a fixed % of the program budget; direct costs are allowable)
4. Research studies or technical assistance
5. Employee or volunteer incentives
6. Legal fees or any expenses specifically related to criminal activity including court costs, citations, restitution, child support, alimony, or immigration related expenses
7. Alcohol, tobacco, firearms or lottery tickets
8. Expenses related to immigration or returning to country of origin
9. Gift Cards
10. Money orders
11. Property taxes
12. Vehicle purchases

FATAL CRITERIA

- Agency has not been incorporated in the State of Florida for a minimum of one (1) year.
- Agency does not have a 501 (c) (3) status for a minimum of one (1) year.
- Agency is not in compliance with an existing County contract at the time of submission.
- Agency's proposal is under/over the minimum (\$10,000.00)/ maximum (\$150,000.00).
- Application is late (system will not allow incomplete or late submissions).
- Application does not include a budget.

Please [CLICK HERE](#) to download a copy of the full program description.

☒ I acknowledge that I have clicked the above link and reviewed all program documentation.

Please [CLICK HERE](#) to download a copy of the Agreement.

☒ I acknowledge that I have clicked the above link and reviewed and agree to all terms.

Please [CLICK HERE](#) to view Frequently Asked Questions

NOTE: Incomplete applications will not be accepted by the system.

Eligibility

Completed by smcintyre@neighborly.org on 3/18/2025 6:42 PM

Case Id: 18907

Name: Neighborly Care Network

Address: *No Address Assigned

Eligibility

Please provide the following information.

1. Is the applicant organization a non-profit 501 (c) (3) organization for at least one (1) year and incorporated in the State of Florida for at least one (1) year prior to date of application? The program is funded by local tax revenue. As such, publicly funded organizations are not eligible for awards under this solicitation.

Yes

2. Is the applicant organization the organization providing the proposed services? Subcontracting of contractual services is prohibited.

Yes

3 Do the proposed programs/services serve residents of Pinellas County?

Yes

4. Is the mission of the applicant organization consistent with the goals of the Social Action Grant Program to address the health, economic, and social well-being of Pinellas County residents in need of assistance? The applicant organization must not discriminate against any applicant for employment or employee with respect to hire, tenure, terms, conditions or privileges of employment or any matter directly or indirectly related to employment or against any client because of age, sex, race, ethnicity, color, religion, national origin, disability, marital status, or sexual orientation.

Yes

5. Does the applicant organization discriminate against any person on the basis of age, sex, race, ethnicity, color, religion, national origin, disability, marital status or sexual orientation in admission, treatment, or participation in its programs, services and activities?

No

6. Do the programs proposed by faith-based organizations have a secular purpose, and do not require worship or religious instruction activities? Services provided by faith-based organizations must be available to all Pinellas County residents, not solely for congregation members.

N/A

7. Are you an individual seeking financial assistance for yourself or another individual?

No

A. Agency Information

Completed by smcintyre@neighborly.org on 3/31/2025 2:59 PM

Case Id: 18907

Name: Neighborly Care Network

Address: *No Address Assigned

A. Agency Information

Please provide the following information.

LEGAL AGENCY INFORMATION (FOR CONTRACT)

A.1. Legal Organization Name

Neighborly Care Network, Inc.

A.2. DBA (if applicable)

Meals on Wheels of Pinellas

A.3. Legal Address

5225 Tech Data Dr., Ste. 102 Clearwater, FL 33760

PROJECT INFORMATION

A.4. Program Name/Project Title

Providing Medical Transportation Assistance for Pinellas County Seniors

A.5. Summary - provide a brief summary of program and how funding would be utilized.

Neighborly Care Network provides supportive services for an aging population by offering safe, dependable transportation to medical appointments for Pinellas County seniors who are 60 years old or above to help them age independently in their community. We will use \$150,000 in Social Action Funding to provide 5,358 medical trips for an aging population.

A.6. Physical Program Address

5225 Tech Data Dr., Ste. 102 Clearwater, FL 33760

A.7. Program Manager First Name

Susan

A.8. Program Manager Last Name

McIntyre

A.9. Program Manager Title

Development Director

APPLICATION CONTACT INFORMATION

A.19. First Name

Susan

A.20. Last Name

McIntyre

A.21. Contact Person/Title

Development Director

A.22. Contact Email

smcintyre@neighborly.org

A.23. Telephone

72745602223160

A.24. Executive Officer with signing authority First Name

David

A.25. Executive Officer with signing authority Last Name

Lomaka

A.26. Executive Officer Title

Executive Director

A.27. Executive Officer Email

dlomaka@neighborly.org

A.28. Executive Officer Phone Number

(727) 573-9444

A.10. Program Manager Email

smcintyre@neighborly.org

A.11. Program Manager Phone Number

(727) 456-0222

A.12. Social Action Funding Priority Area

Note: Only one (1) application may be submitted per organization. If more than one is submitted, only the first will be considered for funding.

Supportive Services for an Aging Population

A.13. Funding Category **ONLY SELECT ONE**

☐ \$10,000.00-\$99,999.00

☒ \$100,000.00-\$150,000.00

A.14. Total Amount Requested

Note: Max request is \$150,000.00

\$150,000.00

A.15. Taxpayer/Employer ID

59-1218100

A.16. Unique Entity Identifier (UEI- Federal SAM.GOV Number, if registered

JENTM5ERFHL5

A.17. Date of incorporation in Florida

04/20/1966

A.18. Date of 501(c)(3) Status

12/01/1970

B. Organization Profile

Completed by smcintyre@neighborly.org on 4/1/2025 2:36 PM

Case Id: 18907

Name: Neighborly Care Network

Address: *No Address Assigned

B. Organization Profile

Please provide the following information.

B.1. Describe how the mission and purpose of the agency align with the funding priority area.

Neighborly Care Network's mission is to improve the lives of older persons in need of home and community-based services who reside in Pinellas County, Florida. Our purpose is to provide superior health, home and community-based services, education, consultation and support for wellness and self-directed care. We align with the SAF funding priority of Supportive Services for an Aging Population by providing transportation assistance for Pinellas County clients age 60 and above to medical treatments. In 1977, Neighborly Care Network implemented a Transportation Program where specially equipped vehicles take seniors to medical facilities, adult day care centers, senior cafés, and grocery stores. Our screened drivers provide transportation to need-appropriate Pinellas County residents aged 60 and older. We are proud of our dedicated drivers who treat clients with the respect and compassion they deserve. One of our clients, Martha L., says of our drivers, "They are all assets to your agency. They are all very kind and caring to the clients. The staff really does their best to help their clients." Neighborly Care Network has a fleet of 26 buses and cars that travel all over Pinellas County to help seniors exercise their independence. For their caregivers, this service is priceless because family members are working and cannot take time off to drive their parents to appointments. For an elderly spouse, she can get some respite while her mate is looked after at our Adult Day Care for a few days each week; we provide the transportation. We serve our elders to allow them to age safely in their homes; eliminate hunger and isolation; and avoid premature institutionalization. The Pinellas County Health program works in partnership with the Florida Department of Health to provide prevention focused health care to qualified low-income residents. You are dedicated to helping senior residents find the resources and services they need. Neighborly Care Network is a vital resource for Pinellas County Seniors. We provide the valuable service of transportation for seniors who need safe, reliable transportation to and from medical services, including cancer and dialysis treatments. The Pinellas County Transportation Disadvantaged (TD) Program is a state-funded program that provides qualifying residents with reduced cost transportation. Clearly, Pinellas County recognizes the need for residents to have access to clean, safe, reliable transportation. The Neighborly Senior Care Network's Supporting Seniors with Transportation Program is in alignment with the funding priority of Supportive Services for an Aging Population. Our mission, our vision, and our services prioritize supportive transportation services for Pinellas County residents aged 60 and above.

B.2. Describe your board membership and how the board is reflective of the target population.

At Neighborly, we strive to curate a board that is reflective of the population we serve. Three of our six board members are representative of our target population: Pinellas County residents over age 60. This includes one member with management experience in nonprofit agencies, a development and construction management professional, and our executive director. The three board members who are not aged 60 or above bring additional valuable experience and insight to the organization. One is an attorney, one is the CEO of an Economic Development Corporation, and one has over ten years of experience in direct mail fundraising.

B.3. Explain the organization's experience relevant to the proposed priority area.

Neighborly Care Network has been providing services for seniors since 1966. In 2024, Neighborly provided 13,903 medical trips for seniors. As of 03/14/25, we have already provided 3,080 one-way medical trips for Pinellas County

seniors in 2025. The need is there; the funding is not always available. We are uniquely positioned to provide supportive services for an aging population by supplying transportation to/from medical appointments. Our 2023 Transportation Service Survey results indicate 370 respondents (100% of clients) are satisfied with Neighborly's transportation services. * 99% assert Neighborly drivers are professional. * 99% attest the vehicles are clean, comfortable, and accessible. * 99% believe the transportation service improves their quality of life. * 97% are thankful Neighborly's transportation service allows them to stay home independently. * 66% indicate the primary reason they use Neighborly transportation services is for medical purposes. "I have been getting excellent service of transportation from Neighborly Transportation since the year 2020 . . . I really do appreciate the courtesy and safe drivers that have taken me to my destinations and back home." -Carmen D. "You have made my 3 yr. Cancer Journey possible. I look forward to seeing all the drivers, chatting with your staff on the phone and all interactions with you perfect group of people. You should be extremely proud of the VERY important service you provide." -Lisa C.

B.4. Describe your onboarding process and program implementation timeline across the organization and for this program.

1. The client onboarding process starts with the program application, which is available to the client in print and on our website. 2. The client mails the completed application to our office or drops it off with a Neighborly site coordinator at one of the 8 dining sites throughout the county. In addition, the client can submit the form online or by fax. 3. Once the application is received, Neighborly team members review for eligibility and determine which of Neighborly's services the client is eligible for. 4. Once this determination is made, Neighborly staff contacts the client with the results and outlines the process for moving forward with our services. 5. If an applicant is ineligible for Neighborly transportation services, we provide them with the alternate options available to them. 6. Finally, all enrolled Neighborly clients are contacted annually to verify and update their profile, if needed. The onboarding process for our drivers is multifaceted as well. We employ 21 drivers: 13 part-time and 8 full-time drivers. All our drivers go through a level 2 background check. All our drivers undergo CPR/First Aid training and certifications are renewed biannually. All our vehicles are equipped with First Aid and Spill Kits. All our drivers participate in a random drug screening test and their driving records are monitored annually and updated, as needed. We have 8 volunteer drivers supporting our program and an additional 5 volunteers assisting at the main office with clerical duties such as data entry, telephone calls to clients, etc. Program Details: Our program is open from 8:00 AM to 5:00 PM, Monday through Friday. We provide transportation for seniors to Neighborly Care Network's Adult Day Care Sites and to Senior Cafes, and we transport senior clients for group shopping and medical appointments. Our transportation program consists of a fleet of 26 vehicles: 2 cars, 2 minivans, 2 transport vans, 9 minibuses, and 11 large CDL buses. All our vans and buses are equipped with wheelchair lifts to assist clients who have difficulty using the steps on the bus. Our fleet is monitored by both the Florida Department of Transportation (FDOT) and the Pinellas Suncoast Transit Authority (PSTA). In terms of customer service: Our clients are treated by our office staff and the drivers with professionalism, respect, and compassion, as our survey results consistently indicate. Our drivers are trained in managing client and vehicle emergencies and work closely with the clients and/or their caregivers to safely transport them to their respective destinations and back home. Since our focus is on Pinellas County senior residents, our drivers undergo annual training on Senior Abuse and Neglect Awareness and on Alzheimer's/Dementia Disease Awareness training.

C. Community Needs

Completed by smcintyre@neighborly.org on 4/1/2025 2:39 PM

Case Id: 18907

Name: Neighborly Care Network

Address: *No Address Assigned

C. Community Needs

Please provide the following information.

C.1. Clearly identify the need to be addressed through the proposed program.

If you Google "transportation services for an aging population Pinellas County Florida," Neighborly Care Network is the first result you will see. Neighborly's medical transportation services meet a critical need for Pinellas County seniors who need access to doctors, specialists, and other healthcare providers. The U.S. Department of Health and Human Services asserts that 23% of Pinellas County residents are "Medically Underserved," meaning the county has too few primary care providers, high poverty, and/or a high elderly population. When you consider the high need for medical providers alongside the existence of too few primary care providers, you can see how medical transportation is a critical supportive service for an aging population. * In 2024, Neighborly provided a total of 13,903 medical trips for Pinellas County seniors, aged 60 and above. That is an average of 1,158 medical trips per month. * In the first two full months of 2025, Neighborly had already provided 2,336 medical trips, which is an average of 1,168 medical trips per month. In addition, Fall 2024 provided Neighborly, and all of Pinellas County, with unique needs as a result of Hurricanes Milton and Helene. Thousands of people in Pinellas County lost vehicles in the storms, which affected clients, family caregivers, friends, and neighbors. Carfax estimates that as many as 60,000 Florida vehicles were flood-damaged by Hurricane Helene alone. Neighborly lost 16 vehicles in the storm. In addition, clients who used our services for Senior Dining now needed our services for medical transportation, since they had lost their own vehicles. Until we are able to replace our cars, we have utilized Lyft, taxis, and employees' vehicles to continue to provide medical trips, continuing our decades-long history of providing supportive services to especially vulnerable seniors. Slowly but surely our fleet will be complete. In the meantime, we have expanded our hours to help meet the community need. Six months after Hurricanes Milton and Helene, we are still operating on expanded hours, thanks to our present Social Action Funding. We are committed to this work, and the impact of the hurricanes will not negatively impact our ability to provide 5,358 medical trips with this new round of Social Action Funding. Client Rose F. shares, "Many people don't have cars where I live, with limited resident parking. It has been so very good for more than fifteen years to count on Neighborly." Even fewer residents have cars after the hurricanes. Hope is a palpable need in Pinellas County. So is transportation to medical visits for an aging population. Client Christine S. needed a medical test, and Neighborly was able to help her get to her doctor's office. She shared, "I am forever grateful for your organization!!! Just to know you are there gives me piece of mind that there is help for me!"

C.2. Provide current supporting statistics or data specific to Pinellas County such as needs assessments, interviews, waiting lists, surveys, trends and/or analyses to demonstrate the need described in C1.

The Florida Department of Elder Affairs reports there are 972,852 people living in Pinellas County in 2024, 343,360 (35%) of whom are age 60 and above. That means 1 in 3 adults in Pinellas County is over the age of 60. The Pinellas County Health Improvement Plan for 2023-2028 indicates aging problems, including difficulty getting around, dementia, and arthritis, are the second largest health problem in Pinellas County, second only to mental health problems. This same plan prioritizes access to health and social services, noting, "It is essential to measure and improve access to care because health disparities in access are often directly linked to disparities in health outcomes. Also, when it is challenging to get routine medical care because of cost, transportation, language barriers or other reasons, problems not caught early can result in life-threatening situations that require immediate attention, endangering lives, and putting

a strain on emergency services." Neighborly Care Network's Transportation Program supports the Pinellas County Health Improvement Plan by prioritizing access to health and social services. By providing safe, reliable transportation to cancer and dialysis treatments, we are improving health outcomes for Pinellas County seniors. In 2023, 641 Pinellas County residents died of cancer, one of the highest rates in the state of Florida. In that same year, 53 Pinellas County residents died of renal disease, also one of the highest rates in the state (flhealthcharts.gov). Clearly, Pinellas County residents need access to treatments for these diseases. Without safe, reliable transportation for cancer and dialysis treatments, these death rates would be even higher. This speaks directly to the needs for the kind of transportation services Neighborly Care Network provides. Seniors need options for transportation. As PSTA notes, the Federal Transit Act (Title 49 USC, Chapter 53, Section 5302) acknowledges that not everyone can access mass transit. The Act protects individuals who, because of a permanent disability, "have a difficult time using mass transit service or a mass transit facility without special facilities, planning, or design. Such limitations must be mobility related and present difficulty when waiting, boarding, riding, or exiting a public transit vehicle." These are the people we proudly serve. In March 2024, Meals on Wheels America President and CEO Ellie Hollander testified before the U.S. Senate, warning, "We are at a precipice that warrants action and there is no time to waste. Senior lives hang in the balance. That's because the gap between increasing need and our ability to provide services continues to widen at an unprecedented rate." As a provider of Meals on Wheels as well as transportation for seniors, we see the need of which Hollander is speaking. With SAF funding, we can help meet the medical transportation needs of Pinellas County seniors.

C.3. Is the program new and innovative, or is funding sought to expand capacity or service in an existing program, or continuation of current funding? No points to be assessed for this question.

Expand Capacity or Service

C.4. If new and innovative, discuss what is currently being done in the community to address the need and how this program differs to provide better results. If expanding capacity, describe the current services available in the community, numbers unserved, and how the proposed program will reduce the number of unserved. If continuation of funding discuss what has been done to obtain alternate funding?

Neighborly Care Network's current services include senior transportation services to Adult Day Care sites, Neighborly's congregate dining sites, group trips for grocery shopping, and individual trips for medical visits. While other Pinellas County agencies provide some of these services to seniors, Neighborly is the only agency in Pinellas County whose sole purpose is to provide transportation, Adult Day Care, Meals on Wheels, and Senior Dining to residents over 60. Transportation is consistently among our clients' greatest needs. Pinellas County as a whole needs to expand its capacity to provide transportation for an aging population. Since 2010, the World Health Organization has sponsored the Global Network for Age-Friendly Cities and Communities program "to stimulate and enable cities and communities around the world to become increasingly age-friendly." During local listening sessions, St. Petersburg and Pinellas County participants repeatedly expressed the need for increased responsive transportation services for aging residents. This speaks to the number of unserved residents in the community. According to the 2024 Profile of Older Floridians, only 38% of Pinellas County seniors hold a valid driver's license. That means 62% of seniors cannot drive themselves to medical appointments. They need to rely on family members or on Neighborly Care Network to get to their medical appointments. Due to funding constraints, early in 2024, we began scaling back the level of services provided to clients and the total number of daily trips. Specifically, we eliminated group trips to social activities, dropped group grocery shopping trips from weekly to biweekly, and reduced the average number of daily medical trips for clients from 50 to 30. 2024 Social Action Funding is helping us return to 50 medical trips per month. Thanks to this funding, dispatchers rarely have to tell a client that we cannot get them to the medical visits they desperately need, as they did in early 2024, prior to this award. Our surveys indicate clients feel more comfortable with Neighborly's clean vehicles and patient drivers instead of taxis or rideshare options. We will use Pinellas County Social Action funding to expand our capacity to provide more medical trips per day, thus reducing the number of unserved clients on a daily basis. Pinellas County residents need us to expand our capacity for the transportation services we offer for medical visits. As staff members have

observed, it's been a morale booster for dispatchers--who field the calls from needy clients--to be able to offer more supportive services for this aging population who are only seeking to get to their scheduled medical visits.

If currently funded, please provide outcomes/utilization/success?



Outcomes/Utilization/Success

Outcomes Utilization Success Neighborly Care Network.docx

C.5. Describe how the proposed program will coordinate with existing programs in the community. If program is working with partners, please include a collaborative letter showing how both sides would be working on project.

Neighborly Care Network's transportation program coordinates with the Area Agency on Aging for Pinellas and Pasco Counties (AAAPP), the Pinellas Suncoast Transit Authority (PSTA) Transportation Disadvantaged program, the Florida Department of Transportation (FDOT).

Please upload Collaborative Letter



Collaborative Letter

Neighborly letter from PSTA.docx

D. Scope of Services

Completed by smcintyre@neighborly.org on 4/1/2025 2:39 PM

Case Id: 18907

Name: Neighborly Care Network

Address: *No Address Assigned

D. Scope of Services

Please provide the following information.

Program Specifics

D.1. Describe the proposed program. Services to be delivered should be clearly identified. Include information regarding evidence-based practices or best practice models used, if applicable.

In 1977, Neighborly Care Network implemented a Transportation Program where specially equipped vehicles take seniors to medical facilities, adult day care centers, senior cafés, and grocery stores. Our screened drivers provide transportation to need-appropriate Pinellas County residents aged 60 and older. We are proud of our dedicated drivers who treat clients with the respect and compassion they deserve. Neighborly's Transportation Program has a fleet of 22 buses and cars that travel all over Pinellas County to help seniors exercise their independence. For caregivers, this service is priceless because family members are working and cannot take time off to drive their parents to appointments. For an elderly spouse, she can get some respite while her mate is looked after at our Adult Day Care for a few days each week; we provide the transportation. We serve our elders to allow them to age safely in their homes; eliminate hunger and isolation; and avoid premature institutionalization. The National Institutes of Health report transportation is an important social determinant of health. The NIH shares evidence-based research that supports how transportation services for vulnerable populations, such as seniors, lead to improvements in: * cancer screening rates; * chronic disease management; * hospital utilization; and * linkage and follow-up to care. The National Aging and Disability Transportation Center outlines best practices for accessible transportation for older adults, including: * inclusive planning--Neighborly applies client survey results annually; * partnerships--Neighborly works with community partners to meet the comprehensive needs of clients; and * building trust--Neighborly consistently delivers safe, clean, reliable transportation to/from medical appointments. Neighborly Care Network follows evidence-based and best practice models to deliver safe transportation for trips to rehab, pharmacies, therapy, and doctors' offices.

D.2. What will the funding be used to purchase or pay for to support the program? This should align with the attached Annual Budget and Operational Narrative and the selected priority area (A.12. of the application). Include how does this funding request supplement, not duplicate, current program funding?

Neighborly Care Network will use the funding for personnel expenses and operational expenses that directly support medical transportation for seniors. \$95,000 of the \$150,000 of requested funding (63%) will go toward general staff, wages only. Specifically, we will use the funding to support 2.5 full-time drivers (Driver 1: \$38,000; Driver 2: \$38,000; Driver 3: \$19,000). Total wages for the transportation program = \$902,930. Without drivers, we cannot provide transportation for seniors, so this expense is central to the operation of the Transportation Program. \$20,000 of the \$150,000 of requested funding (13%) will be applied toward administrative support and a billing analyst, wages only, at a rate of 0.4 FTE. The administrative support is essential for recruiting and serving clients who need transportation. Administrative support helps deliver a quality program by responding to service requests, arranging transportation, and distributing and collecting evaluation surveys. The remaining \$35,000 of the \$150,000 of requested funding (24%) will help defray the costs of essential maintenance and repairs to our fleet of buses and vans. Clean, safe vehicles are an essential component of the Transportation Program. Indeed, it is why many clients report such high satisfaction with our medical transportation services. We are attaching the supporting budget by program activity and supporting line-item

budget that details the total expenses submitted to our federal funder. These documents support the \$28 negotiated program fee listed on the annual budget report (attached). This aligns with documents Pinellas County Social Action Funding asked Neighborly to provide and upload in October 2024, once we had been awarded FY25 funding.

D.3. Describe program services including frequency, duration and intensity. Example: Weekly financial literacy sessions for 20 clients for 6 months or completion of curriculum.

For medical transportation, our services begin with intake. Neighborly's Customer Service Intake (CSI) representatives answer phone calls, talk with [potential] clients, and mail out applications to interested callers. Neighborly will provide medical trips for senior clients Monday through Friday, for a total of 5,358 one-way medical trips over 12 months.

D.4. What is the target population and eligibility criteria for the program?

The target population for this program includes Pinellas County residents aged 60 or older. 35% of Pinellas County residents are aged 60 or older, making senior citizens the largest demographic in the county. According to the Florida Department of Elder Affairs, 33,769 Pinellas County seniors (10%) are living at poverty level and 48,479 Pinellas County seniors (14%) of Pinellas County seniors are living below 125% of poverty level. In terms of eligibility, as a provider of Older Americans Act-funded services, Neighborly Care Network's outreach focuses on people dealing with the following:

- Greatest economic need.
- Greatest social need.
- Individuals at risk of institutional placement.
- Low-income minority.
- Limited English Proficiency.
- Minority.
- Disabled.
- Alzheimer's Disease/Caregivers.

In terms of eligibility, as a provider of Older Americans Act-funded services, Neighborly' Care Network's outreach focuses on people dealing with the following:

- Greatest economic need.
- Greatest social need.
- Individuals at risk of institutional placement.
- Low-income minority.
- Limited English Proficiency.
- Minority.
- Disabled.
- Alzheimer's Disease/Caregivers.

D.5. Provide the geographic service area(s) and hours and days for the program during contract period.

Neighborly Care Network clients reside in 62 of the 70 zip codes in Pinellas County. Four of our 8 Senior Cafes are in Qualified Census Tracts. Our sites are located as far south as 54th Avenue South in St. Petersburg and north to our center in Palm Harbor. We can confirm the following hours and days for the contract period, October 1, 2025 - September 30, 2026: Hours: 8:00 AM - 5:00 PM Days: Monday - Friday.

D.6. Describe the program staff, including qualifications, expertise, and credentials, if required.

Customer Service Intake (CSI) representatives must have a high school diploma. Two of our current customer service representatives have 15 years of experience each. Each driver must have a valid driver's license and/or a valid commercial driver's license (CDL). Any vehicle with 16 or more seats requires the driver to possess a valid CDL. Drivers undergo: * level 2 background check * drug screening (pre-employment and quarterly random screening) * annual driver's license check (Motor Vehicle Registration checks annually) * bi-annual physical. We have a total of 21 drivers who drive cars, vans, and/or minibuses. 11 are CDL drivers. The remaining 10 are regularly licensed drivers, meaning they can drive mini-buses, vans, and cars that allow 15 passengers or fewer. Vehicle Maintenance meets Florida Department of Transportation (FDOT) requirements. Dispatch, also known as "the control tower," includes an experienced dispatch coordinator and a team of 2. We are accountable to our funders, the Pinellas Suncoast Transit Authority and FDOT. Ultimately, we are accountable to the seniors we serve. That is why the bottom line at Neighborly is: Attitude is everything. As one of our clients shared: "Your service has made my journey with cancer (from treatments, to tests, to doctor appointments) all do-able and possible without having to incur the insurmountable cost of hiring a driver. Cancer can be a scary experience, but the kindness of your entire staff has made my journey easy. Again, kudos to everyone!"

E. Program Outcomes and Goals

Completed by smcintyre@neighborly.org on 4/1/2025 2:47 PM

Case Id: 18907

Name: Neighborly Care Network

Address: *No Address Assigned

E. Program Outcomes and Goals

Please provide the following information.

E.1. Describe the goal(s) of the program using the Program Goals and Outcomes Template [Program Goals and Outcomes Template](#). Please download, complete, and upload below. Include for each goal being addressed:

- **Outcomes** - *Describe the changed state in the program participants or broader community that can be measured and identified. Include % change.*
- **Indicators** - *Identify qualitative and quantitative indicators to measure the outcomes.*
- **Methods of Evaluation** - *Identify how these outcomes will be measured (e.g. surveys, staff observation, program plans, assessments, self-reports.*
- **Measurement Intervals** – *Identify when the measures will be captured. (The goals and objectives must be measurable within a twelve (12) month period.)*



Outcomes and Goals Template Save as Outcomes and Goals Agency name *Required

Outcomes and Goals Neighborly Care Network.docx

E.2. What information will be collected to demonstrate program success?

For the Supporting Seniors with Transportation program, evaluating program success involves: 1. Having clearly defined objectives. 2. Collecting relevant data points. 3. Analyzing the data. 4. Evaluating the data to ensure we are meeting stakeholders' needs. We have five clearly defined objectives: 1. Clients are treated with respect and kindness. 2. Buses are inspected daily for safety and cleanliness. 3. Clients benefit from access to nutrition programs, socialization, adult day care, grocery shopping, and medical appointments. 4. Clients benefit from engaged drivers and the proactive Dispatch team, as well as the utilization of Routing Box, a transportation management software program. 5. Clients are remaining safely at home where they want to be. We collect relevant data points regarding: 1. Staff Professionalism. 2. Clean, safe vehicles. 3. Improved quality of life. 4. Reasonable response time. 5. Preventing institutionalization. We analyze the quantitative and qualitative data we collect from: 1. Staff observation. 2. Client comments and personal client testimonies. 3. Client surveys. 4. Annual surveys. 5. Inspections by Florida Department of Transportation, Area Agency on Aging, PSTA, and Fleet Care. 6. Staff inspections by the drivers. We submit monthly, quarterly and annual performance and financial reports to our major funders. The performance and financial data are reviewed monthly by the Neighborly Management Team and quarterly by the Neighborly Care Network Board of Directors. The Neighborly team does not merely collect and review this feedback; we act upon it.

E.3. Describe how client/individual data is collected. (Please be specific on the platform your program uses if you collect data electronically, and the interval at which data is collected)

Annual surveys are prepared by the Neighborly Care Network Transportation Program (NSCNTP) staff and others in the organization. NSCNTP staff and volunteers mail the surveys out to clients. The financial analyst tallies the surveys and provides a summary of the results to the Transportation Department. The NSCNTP management team reviews and analyzes the data to develop areas of improvement. The hard copies of the surveys are then filed and stored in digital form as well.

F. Budget

Completed by smcintyre@neighborly.org on 4/1/2025 2:48 PM

Case Id: 18907

Name: Neighborly Care Network

Address: *No Address Assigned

F. Budget and Financial Sustainability

Please provide the following information.

F.1. Total Agency budget for entire organization (local) This should be the largest amount.

\$10,410,889.00

F.2. Total Program budget. Amount currently allocated to fund the program with the requested Social Action Funding.

\$2,574,609.00

F.3. Total Pinellas County Social Action Funding request.

\$150,000.00

F.4. What percentage of the program budget will be funded with Pinellas County Social Action Funding?

6.00%

F.5. What other funders also financially support this program? To include the amount of funding and what those funds are used for.

Other funders who provide financial support for Neighborly's medical transportation services include: \$25,000 from Crown Automotive Charities for medical trips; \$706,456 from Area Agency on Aging (AAAPP) through Older Americans Act (OAA) to provide trips to 60+ \$387,780 Pinellas Suncoast Transit Authority (PSTA) through Transportation Disadvantaged (TD) to provide trips to 60+ \$500,000 Florida Department of Transportation (FDOT) to provide match for operational funding

F.6. What other Pinellas County funding does the organization receive for any and all programs?

Neighborly receives \$210,000 in Pinellas County funding for our Meals on Wheels program.

F.7. Describe the organizations plan for financial and program sustainability beyond fiscal year 2026.

Neighborly receives both federal and state funds to provide trips to seniors age 60+. These funds come from primarily two funding sources, Older Americans Act (OAA) and Transportation Disadvantaged (TD). We work very closely with the partner agencies who fund these services to ensure they know the needs in the community and how we meet them. Currently, the need is greater than the funding allows. Neighborly continues to seek financial support from community organizations to serve the growing needs of seniors while federal and state funding remains stagnant. Neighborly's future remains stable through current funding levels and contract management, including contracts with our vendors to ensure quality service at competitive prices. While Neighborly would feel the pinch if this other funding fell through, our core services would remain intact. Neighborly's Transportation services, however, would no longer be able to sustain the number of medical trips we currently provide.

F.8. Please download and complete the [Annual Budget](#) form.



Annual Budget Narrative *Required

G. Required Documents

Completed by smcintyre@neighborly.org on 4/1/2025 3:09 PM

Case Id: 18907

Name: Neighborly Care Network

Address: *No Address Assigned

G. Required Documents

Please upload the following documents.

Documentation



Proof of 501(c)(3) status save as 501c3 Agency name *Required

501(s)(3) Neighborly Care Network.pdf



Proof of incorporation in the State of Florida for at least one (1) year Save as Incorporation Agency name

***Required**

Incorporation Neighborly Care Network.doc



Most Recent Financial and Single Audit (required if available) or IRS Form 990 (only if audit unavailable) Save as Audit Agency name *Required

Audit Neighborly Care Network.pdf



W-9 with legal name which matches that of applicant name Save as W9 Agency name *Required

W9 Neighborly Care Network.pdf



Current Certificate of Insurance Save as Insurance Agency Name *Required

Insurance Neighborly Care Network.pdf



Completed [Internal Control Checklist](#) Save as Internal Control Checklist Agency name *Required

Internal Control Checklist Neighborly Care Network.docx

☒ [Annual Budget](#) Report Save as Annual Budget Agency name ***Required**

Annual Budget Neighborly Care Network.xlsx

☒ **Outcomes and Goals Template** Save as Outcomes and Goals Agency name ***Required**

Outcomes and Goals Neighborly Care Network.docx

☐ **Current state licenses or registrations**

***No files uploaded*

☒ **Local Agency Organizational Chart** Save as Org chart Agency name ***Required**

Org Chart Neighborly Care Network.pdf

☐ **Program Job Descriptions, if funding supports salaries if applicable** Save as Job Descriptions Agency name

***No files uploaded*

☐ [Housing First Checklist, if applicable](#) Save as Housing First Agency name

***No files uploaded*

☐ **Shelter Entrance Criteria, if applicable** Save as Shelter Entrance Criteria Agency name

***No files uploaded*

☒ [Data Control Questionnaire](#) Save as Data Control Questionnaire Agency Name ***Required**

Data Control Questionnaire Neighborly Care Network.docx.pdf

☒ [HS E-Verify Affidavit](#) Save as Everify Agency name ***Required**

Everify Neighborly Care Network.pdf

☒ **Board Member List, Including mailing and email addresses and phone numbers, if applicable** Save as Board Members Agency name

Board Members Neighborly Care Network.docx

☐ Accreditation, if applicable Save as Accreditation Agency name

***No files uploaded*

☒ [Human Trafficking Affidavit](#) Save as Human Trafficking Agency Name ***Required**

Human Trafficking Neighborly Care Network.pdf

☐ Travel / Mileage policy if funding is requested Save as Travel policy Agency name

***No files uploaded*

☐ Conflict of Interest Policy if available Save as Conflict of Interest Agency name

***No files uploaded*

☐ Program Policy and Procedures if available Save as Program Policy and Procedures Agency Name

***No files uploaded*

Submit

Completed by smcintyre@neighborly.org on 4/1/2025 3:10 PM

Case Id: 18907

Name: Neighborly Care Network

Address: *No Address Assigned

Certification

Once an application is submitted, it can only be "Re-opened" by an Administrator.

By clicking submit, I certify that I am an authorized representative of the proposing agency and the information contained in this application is true and accurate to the best of my knowledge and due diligence.

I also understand that applications are limited to one per organization, and if more than one application is submitted by my organization, only the most recent will be considered for funding.

Authorized Representative Signature

Susan McIntyre

Electronically signed by smcintyre@neighborly.org on 4/1/2025 3:09 PM

Date Submitted

04/01/2025

Program Description

Completed by creginelli@theartctb.org on 4/1/2025 1:35 PM

Case Id: 18917

Name: The Arc Tampa Bay Culinary Institute

Address: *No Address Assigned

Program Description

Please provide the following information.



Social Action Funding Application for the funding period of October 1, 2025 - September 30, 2026

**Pinellas County Board
of County
Commissioners**
Human Services
440 Court St, 2nd Floor
Clearwater, FL 33756

Pinellas County Human Services is accepting applications from qualified non-profit organizations desiring to provide social services to low-income residents of Pinellas County.

The Social Action Grant Program provides funding to social service organizations for priority services that directly support Pinellas County.

The attached Social Action Grant Program application instructions outline the competitive process for the selection of organizations to receive Social Action Funding Grants as allocated by the Pinellas County Board of County Commissioners (Board) for FY 2026

Funding applications are limited to a minimum of \$10,000.00 and a maximum of \$150,000.00. Only one (1) application may be submitted per agency. Applicants may apply for either a large award (\$100,000.00 - \$150,000.00), or a small award (\$10,000.00 - \$99,999.00). A maximum of five large awards will be made, with the remainder of funding allocated to small awards. The amount requested does not guarantee an award. Actual awards will be based on the recommendation of the review committee and approval of the Board. The funding priorities for the Social Action Grant Program are:

- **Food and Nutritional Services:** including food banks, meal delivery, congregate dining, and related supportive services.
- **Homeless Prevention and Supportive Services:** including homeless outreach and engagement, prevention and diversion services, system navigation, and shelter and housing support.
- **Healthcare and Human Services for Disadvantaged Residents:** including, but not limited to, specialized healthcare services, workforce development, life skills training and support, transportation or mobility assistance, chore services, health and hygiene support, and specialized mentoring or educational programs for disadvantaged populations.

- **Supportive Services for an Aging Population:** any of the above listed types of programs or additional supportive programs targeted to an aging population.

The submission deadline for all applications is April 4, 2025 at 4:00 PM (no exceptions). Organizations must utilize the online application through the Neighborly System. Please allow ample time for submission and technological challenges, as late applications will not be accepted. For questions regarding your application, please contact: Amanda Craft at acraft@pinellas.gov.

ELIGIBILITY CRITERIA

☒ The applicant organization must agree to the terms and conditions contained in the Pinellas County Social Action Program Agreement. **NO EXCEPTIONS** to the terms and conditions of the agreement will be permitted. The County reserves the right to update these terms and conditions from time to time and as needed to meet the needs of the County.

DISCLAIMER

☒ Pinellas County Government reserves the right to: 1) cancel the application process; 2) accept or reject any or all applications received; 3) waive any non-substantive deficiency or irregularity, waive or remedy any technical or immaterial errors; 4) request any necessary clarifications of proposal data without changing the terms of the proposal; 5) negotiate with any qualified applicant; 6) award a contract in what it believes to be the best interest of the County; 7) cancel the request, in part or its entirety, if it is deemed to be in the best interest of the County; 8) reject the program of any applicant that has previously failed to perform properly; 9) reject the program of any applicant who has failed to complete a contract within the specified timeframe; 10) reject the program of any applicant that is not in a position to fulfill a resulting contractual obligation.

EXCLUSIONS

The following are not eligible for Social Action Grant funding:

1. Capital Expenses
2. Improvements to Real Properties
3. Indirect Cost Rate (e.g. a fixed % of the program budget; direct costs are allowable)
4. Research studies or technical assistance
5. Employee or volunteer incentives
6. Legal fees or any expenses specifically related to criminal activity including court costs, citations, restitution, child support, alimony, or immigration related expenses
7. Alcohol, tobacco, firearms or lottery tickets
8. Expenses related to immigration or returning to country of origin
9. Gift Cards
10. Money orders
11. Property taxes
12. Vehicle purchases

FATAL CRITERIA

- Agency has not been incorporated in the State of Florida for a minimum of one (1) year.
- Agency does not have a 501 (c) (3) status for a minimum of one (1) year.
- Agency is not in compliance with an existing County contract at the time of submission.
- Agency's proposal is under/over the minimum (\$10,000.00)/ maximum (\$150,000.00).
- Application is late (system will not allow incomplete or late submissions).
- Application does not include a budget.

Please [CLICK HERE](#) to download a copy of the full program description.

☒ I acknowledge that I have clicked the above link and reviewed all program documentation.

Please [CLICK HERE](#) to download a copy of the Agreement.

☒ I acknowledge that I have clicked the above link and reviewed and agree to all terms.

Please [CLICK HERE](#) to view Frequently Asked Questions

NOTE: Incomplete applications will not be accepted by the system.

Eligibility

Completed by creginelli@theartcb.org on 4/1/2025 1:36 PM

Case Id: 18917

Name: The Arc Tampa Bay Culinary Institute

Address: *No Address Assigned

Eligibility

Please provide the following information.

1. Is the applicant organization a non-profit 501 (c) (3) organization for at least one (1) year and incorporated in the State of Florida for at least one (1) year prior to date of application? The program is funded by local tax revenue. As such, publicly funded organizations are not eligible for awards under this solicitation.

Yes

2. Is the applicant organization the organization providing the proposed services? Subcontracting of contractual services is prohibited.

Yes

3 Do the proposed programs/services serve residents of Pinellas County?

Yes

4. Is the mission of the applicant organization consistent with the goals of the Social Action Grant Program to address the health, economic, and social well-being of Pinellas County residents in need of assistance? The applicant organization must not discriminate against any applicant for employment or employee with respect to hire, tenure, terms, conditions or privileges of employment or any matter directly or indirectly related to employment or against any client because of age, sex, race, ethnicity, color, religion, national origin, disability, marital status, or sexual orientation.

Yes

5. Does the applicant organization discriminate against any person on the basis of age, sex, race, ethnicity, color, religion, national origin, disability, marital status or sexual orientation in admission, treatment, or participation in its programs, services and activities?

No

6. Do the programs proposed by faith-based organizations have a secular purpose, and do not require worship or religious instruction activities? Services provided by faith-based organizations must be available to all Pinellas County residents, not solely for congregation members.

N/A

7. Are you an individual seeking financial assistance for yourself or another individual?

No

A. Agency Information

Completed by creginelli@thearctb.org on 4/1/2025 1:46 PM

Case Id: 18917

Name: The Arc Tampa Bay Culinary Institute

Address: *No Address Assigned

A. Agency Information

Please provide the following information.

LEGAL AGENCY INFORMATION (FOR CONTRACT)

A.1. Legal Organization Name

The Arc Tampa Bay Inc

A.2. DBA (if applicable)

A.3. Legal Address

1501 N. Belcher Road Suite 249 Clearwater, FL 33765

PROJECT INFORMATION

A.4. Program Name/Project Title

The Arc Tampa Bay Culinary Institute

A.5. Summary - provide a brief summary of program and how funding would be utilized.

The Arc Tampa Bay Culinary Institute is a 16-week certificate program to provide training to individuals with intellectual and developmental disabilities to help them pursue careers in the food service industry. Funding will primarily be used for staff support positions and program supplies.

A.6. Physical Program Address

1501 N. Belcher Road Suite 249 Clearwater, FL 33765

A.7. Program Manager First Name

Margaret

A.8. Program Manager Last Name

Cote

A.9. Program Manager Title

Director of Vocational and Transition Programs

A.10. Program Manager Email

mcote@thearctb.org

APPLICATION CONTACT INFORMATION

A.19. First Name

Carolyn

A.20. Last Name

Reginelli

A.21. Contact Person/Title

Grant Writer

A.22. Contact Email

creginelli@thearctb.org

A.23. Telephone

72779933307433

A.24. Executive Officer with signing authority First Name

Brian

A.25. Executive Officer with signing authority Last Name

Siracusa

A.26. Executive Officer Title

Executive Director

A.27. Executive Officer Email

bsiracusa@thearctb.org

A.28. Executive Officer Phone Number

(727) 799-3330

A.11. Program Manager Phone Number

(727) 799-3330

A.12. Social Action Funding Priority Area

Note: Only one (1) application may be submitted per organization. If more than one is submitted, only the first will be considered for funding.

Healthcare and Human Services for Disadvantaged Residents

A.13. Funding Category **ONLY SELECT ONE**

☐ \$10,000.00-\$99,999.00

☒ \$100,000.00-\$150,000.00

A.14. Total Amount Requested

Note: Max request is \$150,000.00

\$150,000.00

A.15. Taxpayer/Employer ID

591056551

A.16. Unique Entity Identifier (UEI- Federal SAM.GOV Number, if registered

DKCLJKDA7GJ8

A.17. Date of incorporation in Florida

12/20/1963

A.18. Date of 501(c)(3) Status

03/03/2021

B. Organization Profile

Completed by creginelli@thearctb.org on 4/1/2025 3:12 PM

Case Id: 18917

Name: The Arc Tampa Bay Culinary Institute

Address: *No Address Assigned

B. Organization Profile

Please provide the following information.

B.1. Describe how the mission and purpose of the agency align with the funding priority area.

The Arc Tampa Bay (TATB) is dedicated to supporting and empowering individuals with intellectual and developmental disabilities (IDD) by providing comprehensive programs and services that promote independence and inclusion. As part of this mission, TATB's Employment Services Program assists individuals with IDD in securing and maintaining meaningful employment. Building upon this foundation, The Arc Tampa Bay Culinary Institute will take workforce development a step further by offering specialized training for individuals pursuing careers in the food service industry. This initiative aligns with Pinellas County Social Services' funding priority of "Healthcare and Human Services for Disadvantaged Residents." TATB is an authorized provider of services through both the Agency for Persons with Disabilities and the Florida Division of Vocational Rehabilitation. While TATB's employment specialists have long supported individuals through on-the-job training, the Culinary Institute marks the organization's first structured workforce development program. This 16-week certificate program provides participants with essential culinary skills, covering topics such as food safety, menu planning, and fundamental cooking and baking techniques. Graduates will complete the program with a portfolio of acquired competencies and a repertoire of recipes, equipping them for sustainable careers in the food service industry.

B.2. Describe your board membership and how the board is reflective of the target population.

The Board of Directors for The Arc Tampa Bay comprises a diverse and dedicated group, including parents and guardians of individuals with intellectual and developmental disabilities (IDD), individuals with IDD themselves, representatives from agencies aligned with our service offerings, and influential community stakeholders. Approximately 35% of the board consists of individuals with IDD or their parents and guardians, while another 35% includes representatives from educational, medical, and legal organizations that are key stakeholders in our agency's mission and services. The remaining 30% are prominent community leaders who have demonstrated a deep commitment to the individuals we serve. United in their vision, all board members view The Arc Tampa Bay as a vital leader and resource within the community. They actively advocate for legislation and programs that benefit The Arc Tampa Bay, the individuals receiving our services, and the staff who tirelessly support our mission.

B.3. Explain the organization's experience relevant to the proposed priority area.

For over 50 years, The Arc Tampa Bay (TATB) has been a trusted provider for the Florida Division of Vocational Rehabilitation (VR), offering programs that support individuals with disabilities in securing and maintaining long-term, community-based employment. Services include Employment Services, Discovery, On-the-Job Training, Career Camp, Supported Employment, and Self-Advocacy, currently assisting approximately 30 clients. TATB has also been an Agency for Persons with Disabilities (APD) provider for over 60 years, offering residential programs, adult day training, and applied behavior analysis. Through APD's Life Skills Development Level 2 (Supported Employment), TATB helps individuals sustain paid employment by developing job skills, retaining positions, and adapting to work environments. While VR services focus on employment readiness, APD clientele often require more intensive, long-term support. As an APD provider, TATB undergoes annual compliance reviews, consistently demonstrating excellence. In its most recent evaluation, TATB achieved a 98.9% performance score, highlighting its commitment to high-quality service and

workforce development for individuals with disabilities.

B.4. Describe your onboarding process and program implementation timeline across the organization and for this program.

The Arc Tampa Bay has meticulously crafted the academic calendar for its Culinary Institute program for the 2025-2026 academic year, strategically designed to accommodate three distinct sessions annually. This comprehensive calendar delineates critical timelines, including application deadlines, notification of acceptance, orientation schedules, and an initial evaluation period spanning one to two days. The Arc Tampa Bay projects the commencement of the next Culinary Institute session in September 2025, coinciding with the anticipated completion of renovations at the program facility. Currently, The Arc Tampa Bay is navigating the permitting process, with permits secured and demolition slated to commence in April 2025. The appointed general contractor has forecasted a three-month timeline for the renovation phase, culminating in August 2025. Acknowledging the potential for unforeseen delays—particularly those arising from change orders and permit amendments—The Arc Tampa Bay has prudently factored these contingencies into the project timeline, ensuring completion and requisite inspections by the end of August 2025. In preparation for enrollment, The Arc Tampa Bay will launch a targeted recruitment initiative, prioritizing individuals enrolled in Vocational Rehabilitation (VR) services and recent graduates from exceptional student education programs within Pinellas County. Leveraging established partnerships with VR and the Pinellas County school system, The Arc Tampa Bay is well-positioned to engage these key demographics through tailored outreach efforts, including facility tours and informational sessions. Eligibility for the program requires participants to be at least 18 years of age, enrolled in or eligible for services through VR and/or the Agency for Persons with Disabilities (APD), and diagnosed with a qualifying condition, such as an intellectual or developmental disability, autism spectrum disorder, spina bifida, cerebral palsy, Prader-Willi Syndrome, Down syndrome, Phelan-McDermid syndrome, or significant mental impairment or mental health disorder. To date, The Arc Tampa Bay has successfully conducted three pilot sessions of the Culinary Institute, hosted offsite at the Dunedin Fine Arts Center, while awaiting the completion of renovations. These preliminary sessions enabled the organization to implement and refine a carefully selected curriculum, sourced from the Arc of the Bay. A total of 19 students have completed the program, with tuition underwritten by private donors. While formal documentation of academic progress was not recorded, graduates emerged equipped with industry-recognized certifications in food handling and the practical skills essential for success in the food service sector. This grant application seeks to build upon this foundation, ensuring the continued advancement and sustainability of the Culinary Institute as a transformative resource for the community.

C. Community Needs

Completed by creginelli@thearcctb.org on 4/2/2025 2:33 PM

Case Id: 18917

Name: The Arc Tampa Bay Culinary Institute

Address: *No Address Assigned

C. Community Needs

Please provide the following information.

C.1. Clearly identify the need to be addressed through the proposed program.

The American Association on Intellectual and Developmental Disabilities (AAIDD) is a leading advocate for individuals with intellectual and developmental disabilities (IDD). A 2024 study published by AAIDD revealed that participation in competitive integrated employment (CIE) not only enhances economic stability for individuals with IDD but also significantly improves their mental health and overall quality of life. Beyond financial security, job placement fosters vital community connections, nurtures social relationships, and elevates life satisfaction for this population. Conversely, unemployment and underemployment among individuals with IDD pose substantial barriers to improving their quality of life. The Arc Tampa Bay's Culinary Institute is designed to address these challenges by equipping adults with IDD with culinary skills tailored for careers in the food service industry. Data from the American Community Survey (2021) underscores the urgency of this initiative, highlighting that individuals with cognitive disabilities are disproportionately likely to live below the poverty line (28%) and remain outside the labor force compared to those without disabilities. This disparity intensifies among those receiving Supplemental Security Income (SSI), with 36.2% living in poverty. In contrast, poverty rates for individuals with any disability stand at 24.4%, compared to 10.6% for those without disabilities (ThinkWork.org, 2021). Labor force participation rates further illustrate the gap: in 2021, only 10.5% of individuals with IDD were employed, according to Social Security data analyzed by ThinkWork.org. Moreover, among Florida residents with IDD enrolled in Vocational Rehabilitation (VR) services, just 11.1% secured community-based employment—placing Florida ahead of only five other states. Barriers to employment for individuals with IDD remain significant. A 2024 study by MyDisability.com identified a critical lack of accessible training programs to build employable skills. While federal initiatives like the Workforce Innovation and Opportunity Act (WIOA) provide funding for services, they do not directly deliver training. In Pinellas County, Career Source administers WIOA services, but current enrollment is closed due to overwhelming demand and limited capacity. The Arc Tampa Bay's Culinary Institute will bridge this gap, offering a targeted solution with open enrollment for its September 2025 session, ready to empower participants with the skills and opportunities they need to thrive.

C.2. Provide current supporting statistics or data specific to Pinellas County such as needs assessments, interviews, waiting lists, surveys, trends and/or analyses to demonstrate the need described in C1.

Obtaining precise data on the population with intellectual and developmental disabilities (IDD) in Pinellas County presents challenges due to limitations in available sources. For instance, Florida CHARTS relies solely on data from the Agency for Persons with Disabilities (APD), which excludes individuals with IDD who have not sought APD services or are enrolled in the school system. In contrast, the U.S. Census Bureau offers a broader dataset, defining a population with cognitive disabilities that likely provides the most accurate representation of individuals with IDD and related conditions. This data facilitates a robust comparison of key metrics, particularly employment status, for this demographic. While Pinellas County boasts a labor force participation rate exceeding the national average (80.1% compared to 79.1%), individuals with cognitive disabilities in the county face lower employment rates than their national peers (1.8% versus 2.2%). Moreover, a higher proportion of this population in Pinellas County is not in the labor force or actively seeking employment compared to the national average (3.1% versus 2.9%). Despite these disparities, opportunities abound in the local food service industry, as evidenced by the 2024-2025 Regional Demand Occupations List for Hillsborough and

Pinellas Counties. Roles such as restaurant cooks and first-line supervisors of food preparation demonstrate promising annual growth rates (1.75% and 1.29%, respectively) and offer hourly wages significantly above Florida's minimum wage (\$16.64 and \$21.21 in 2022), making them viable entry-level career paths. Certificate programs play a pivotal role in enhancing employment prospects and earning potential, tailored to the industry, program structure, and individual career aspirations. These programs empower students by sharpening their skills, providing tangible proof of industry-specific competency, increasing income opportunities, and affirming professional capabilities. For individuals with disabilities, certificate programs are especially valuable, offering smaller class sizes that allow for personalized attention, adaptable pacing to accommodate diverse learning styles, and pre-arranged accommodations to meet specific needs. The Arc Tampa Bay's Culinary Institute leverages these advantages, employing an initial pre-screening and evaluation process to identify candidates with the aptitude for success in the program. Bolstered by support and insights from multiple Arc Associations with experience in similar initiatives, The Arc Tampa Bay is well-positioned to deliver a transformative training experience for its participants.

C.3. Is the program new and innovative, or is funding sought to expand capacity or service in an existing program, or continuation of current funding? No points to be assessed for this question.

New Program

C.4. If new and innovative, discuss what is currently being done in the community to address the need and how this program differs to provide better results. If expanding capacity, describe the current services available in the community, numbers unserved, and how the proposed program will reduce the number of unserved. If continuation of funding discuss what has been done to obtain alternate funding?

The Arc Tampa Bay's Culinary Institute represents a pioneering initiative for the agency, distinguished by its innovative funding model, expanded scope of services, and distinct licensing requirements. Traditionally, services for adults with intellectual and developmental disabilities (IDD) in Florida are supported through two primary funding streams: the Agency for Persons with Disabilities (APD) and Vocational Rehabilitation (VR). APD finances adult day training programs, which provide ongoing, daily support without time restrictions, while VR funds services to assist adults with IDD in securing community-based employment, including on-the-job training following job placement. However, neither of these frameworks requires state licensing for certificate-based job training and education programs. To address this gap, The Arc Tampa Bay is pursuing a provisional license from the Florida Department of Education's Commission for Independent Education and seeking designation as a VR Alternative Training Program. This VR designation would unlock partial tuition assistance for VR clients, complementing the tuition and fees The Arc Tampa Bay will charge program participants. A comprehensive survey of the community revealed no direct competitors to The Arc Tampa Bay's Culinary Institute. While a statewide search identified 64 schools and colleges offering culinary arts programs, only two operate in Pinellas County: St. Petersburg College and Pinellas Technical College. St. Petersburg College provides certificates in Food and Beverage Management and Food and Beverage Management Specialist, while Pinellas Technical College offers programs in Baking and Pastry Arts, Fundamental Food Service Skills, and Professional Culinary Arts and Hospitality. Four similar programs exist in neighboring Hillsborough County. However, these programs—typically exceeding 1,200 hours and 40 weeks—are designed with a singular focus on culinary curricula and lack the capacity to address the unique needs of students with IDD. They do not adopt an individualized, person-centered approach to job placement, nor do they employ employment specialists to foster soft skills development or build relationships with community-based employers. Further investigation into non-public postsecondary institutions offering culinary arts programs in Florida yielded four results, none of which are located in Pinellas County. Additionally, a review of other vocational rehabilitation providers and services for individuals with IDD in Pinellas County confirmed minimal overlap with The Arc Tampa Bay's initiative. While some providers offer vocational skills training, only Service Source provides certifications, and these are limited to information technology. No other culinary arts certificate programs in Pinellas County specifically target individuals with IDD, underscoring the Culinary Institute's unique position to fill a critical gap in the region's educational and vocational landscape.

If currently funded, please provide outcomes/utilization/success?

☐ Outcomes/Utilization/Success

***No files uploaded*

C.5. Describe how the proposed program will coordinate with existing programs in the community. If program is working with partners, please include a collaborative letter showing how both sides would be working on project.

The Arc Tampa Bay will collaborate closely with the Division of Vocational Rehabilitation (VR) and the Agency for Persons with Disabilities (APD) to streamline the referral process for its Culinary Institute. A key objective is to secure registration of the program with both VR and the Florida Department of Education's Commission for Independent Education. To this end, applications have been submitted to both entities, positioning the Culinary Institute as a recognized certificate program within the state. Given the extensive approval timelines associated with these processes, The Arc Tampa Bay is committed to diligently monitoring these applications to ensure full compliance with state regulations. While no formal contractual agreements with VR or APD are currently in place, approval is anticipated within the next three to six months. In parallel, The Arc Tampa Bay is prioritizing the timely completion of site renovations, ensuring that the facility is fully inspected and licensed to function as both a teaching kitchen and a café. To refine its curriculum and navigate the startup phase effectively, The Arc Tampa Bay will leverage the expertise of other Arc organizations, drawing on their guidance to align the program with best practices. Additionally, the agency will maintain strong collaboration with local supporters, including the City of Clearwater, The Arc Tampa Bay Foundation, and a range of private donors. This diverse coalition of partners brings a wealth of seasoned expertise to the initiative while fostering the inclusion of innovative perspectives, ensuring a robust foundation for the Culinary Institute's success.

Please upload Collaborative Letter

☐ Collaborative Letter

***No files uploaded*

D. Scope of Services

Completed by creginelli@theartctb.org on 4/4/2025 9:50 AM

Case Id: 18917

Name: The Arc Tampa Bay Culinary Institute

Address: *No Address Assigned

D. Scope of Services

Please provide the following information.

Program Specifics

D.1. Describe the proposed program. Services to be delivered should be clearly identified. Include information regarding evidence-based practices or best practice models used, if applicable.

The Arc Tampa Bay's Culinary Institute offers a 16-week program to teach culinary arts skills, with three annual sessions for 6-8 students each. Smaller student cohorts ensure personalized instruction from a credentialed chef, supported by an employment specialist. The curriculum covers food safety, culinary arts, waitstaff/customer service, and job development. Students progress from basic to advanced cooking techniques, assessed via written, oral, and demonstration exams. Certificates of completion require satisfactory academic progress. The food handling certification is awarded after the safety module. Soft skills for workplace success are also emphasized and integrated throughout the program. The program employs experiential learning—"learning by doing" (Kent State University)—using hands-on practice and reflection to connect theory to real-world settings. Research (Mahmuda et al., 2023) highlights skill acquisition challenges for students with disabilities, especially without access to specialized training programs like culinary arts. Experiential learning boosts motivation and retention, while integrating psychomotor learning—"acquiring skills involving movement and coordination" (Learningcorner.com). The experiential model for instruction emphasizes practical food prep and cooking abilities to be utilized in the real world environment of restaurant work. Graduates receive job placement support and on-the-job coaching from the employment specialist. This holistic approach equips students with technical skills, professional competencies, and career opportunities to succeed in the culinary field.

D.2. What will the funding be used to purchase or pay for to support the program? This should align with the attached Annual Budget and Operational Narrative and the selected priority area (A.12. of the application). Include how does this funding request supplement, not duplicate, current program funding?

The requested funding will primarily support critical staff positions at The Arc Tampa Bay's Culinary Institute: a chef/instructor and an employment specialist. The chef will serve as the primary instructor, delivering expert-led training, while the employment specialist will provide essential one-on-one support and hands-on assistance throughout the program, ensuring individualized attention for students. This start-up funding is vital to sustain these roles during the interim period as The Arc Tampa Bay awaits approval from the Florida Division of Vocational Rehabilitation (VR) to be recognized as an alternative training program. Once approved, this designation will allow VR to offer partial tuition assistance for referred students, offsetting the approximate \$9,000 per-student tuition cost. Tuition rates were determined using standards set by the Florida Department of Education (FLDOE), Commission for Independent Education. Additionally, The Arc Tampa Bay is pursuing a provisional license from the FLDOE to operate this certificate program. Although students may not qualify for traditional student loans, this provisional licensing will strengthen their eligibility to secure private grants and scholarships. From May 2023 to May 2024, The Arc Tampa Bay successfully conducted three offsite program sessions, supported by Special Appropriations from the Florida Legislature and private donations to The Arc Tampa Bay Foundation. However, the program is currently paused due to ongoing facility renovations at its permanent location. This funding request to Pinellas County Social Services will provide essential start-up capital to bridge the gap while The Arc Tampa Bay completes facility upgrades, secures FLDOE licensing, and obtains

VR alternative program approval. These steps are critical to ensuring the program's long-term sustainability and its ability to empower students with valuable culinary skills and career opportunities.

D.3. Describe program services including frequency, duration and intensity. Example: Weekly financial literacy sessions for 20 clients for 6 months or completion of curriculum.

The Arc Tampa Bay's Culinary Institute has designed each session of its culinary arts program to span 16 weeks, accommodating 6-8 students per cohort. Classes will run Monday through Friday, from 9:00 a.m. to 2:00 p.m., incorporating two 15-minute breaks and a 30-minute lunch period. The program is structured to deliver three sessions annually. With site renovations projected for completion between July and August 2025, the first session of 2025 is scheduled to commence in September 2025, ensuring a fully operational facility. Throughout the program, students must demonstrate satisfactory academic progress to earn their certificate of completion. To facilitate success, individualized support will be provided as needed. Upon securing provisional licensure from the Florida Department of Education (FLDOE), The Arc Tampa Bay's leadership will ensure full compliance with state licensing and regulatory standards, including benchmarks for student retention, graduation rates, and job placement outcomes. The curriculum encompasses a robust array of foundational courses, including food safety, kitchen tools and equipment, principles of cooking and baking, stovetop techniques, menu preparation, nutrition, meats and fish, and stocks and sauces, among other topics. Complementing these technical skills, the employment specialist will deliver training in essential soft skills—such as punctuality, teamwork, personal hygiene, communication, and customer service—to prepare students for long-term professional success. This comprehensive approach ensures that graduates not only master the culinary expertise required to thrive in the food service industry but also acquire the interpersonal and professional skills necessary for sustained career achievement. Through this program, The Arc Tampa Bay aims to empower participants with the tools for both immediate employment and lifelong success.

D.4. What is the target population and eligibility criteria for the program?

To be eligible for admission to The Arc Tampa Bay's Culinary Institute, prospective students must satisfy the following criteria: (1) be 18 years of age or older, with accompanying proof of date of birth; (2) submit a completed application packet; (3) be enrolled in or eligible for services from the Florida Division of Vocational Rehabilitation (VR), or be enrolled in or awaiting services from the Agency for Persons with Disabilities (APD); (4) provide documentation of a qualifying disability, including intellectual or developmental disabilities, autism, spina bifida, cerebral palsy, Prader-Willi syndrome, Down syndrome, Phelan-McDermid syndrome, and/or significant mental impairment or mental health disorder; (5) possess one of the following: a standard high school diploma, a certificate of high school completion, a special diploma, or a GED; and (6) demonstrate reading comprehension or the ability to understand presented materials with appropriate accommodations. An introductory trial period will be implemented to assess essential skills, including communication, attendance, personal hygiene, teamwork, and stamina, ensuring candidates are well-prepared for the program's demands. These requirements are designed to identify individuals who will benefit most from the Culinary Institute's training and support, aligning with its mission to foster skill development and career success.

D.5. Provide the geographic service area(s) and hours and days for the program during contract period.

The Arc Tampa Bay's Culinary Institute will operate at the Long Center located in Clearwater, FL. The Arc Tampa Bay anticipates that the majority of the students pursuing program enrollment will be residents of Pinellas County as transportation may be an issue for people residing in Pasco and Hillsborough counties. Service hours for the program will be Monday-Friday from 9am until 2pm. The program will operate 3 sessions on an annual basis. The initial cohort of classes at the Long Center site is scheduled to begin in September 2025. Sessions for 2026 will commence in January 2026, May 2026 and August 2026. The institute will close for official federal holidays and may experience additional closures for in-service/training dates. Each session of the program lasts 16 weeks. Students are provided with handbooks detailing program coursework, expectations, accommodations, school calendar, and other important details.

D.6. Describe the program staff, including qualifications, expertise, and credentials, if required.

The Arc Tampa Bay's Culinary Institute will be staffed by a chef/instructor, an employment specialist/job coach, and a program director. The chef and job coach will focus on hands-on training and support, while the program director provides oversight. The chef and job coach roles are open, with The Arc seeking a credentialed chef experienced in teaching and a job coach with an associate degree plus two years' experience or a relevant bachelor's degree. Margaret Cote, Director of Vocational and Transition Programs, will lead the program. With over 25 years in vocational rehabilitation, Ms. Cote holds a B.S. in Social Work from Loyola University. She manages The Arc's VR-funded services, maintaining ties with VR staff and local business leaders. These relationships have spurred partnerships, like the CVS mock store and training initiative for the agency's population. As a liaison, she connects VR-funded employees with employers, bolstering The Arc's community presence. Ms. Cote's expertise and network position the Culinary Institute for success, aiming to be a community leader in vocational rehabilitation within culinary arts, offering transformative student opportunities.

E. Program Outcomes and Goals

Completed by creginelli@theartcb.org on 4/3/2025 2:12 PM

Case Id: 18917

Name: The Arc Tampa Bay Culinary Institute

Address: *No Address Assigned

E. Program Outcomes and Goals

Please provide the following information.

E.1. Describe the goal(s) of the program using the Program Goals and Outcomes Template [Program Goals and Outcomes Template](#). Please download, complete, and upload below. Include for each goal being addressed:

- **Outcomes** - *Describe the changed state in the program participants or broader community that can be measured and identified. Include % change.*
- **Indicators** - *Identify qualitative and quantitative indicators to measure the outcomes.*
- **Methods of Evaluation** - *Identify how these outcomes will be measured (e.g. surveys, staff observation, program plans, assessments, self-reports.*
- **Measurement Intervals** – *Identify when the measures will be captured. (The goals and objectives must be measurable within a twelve (12) month period.)*



Outcomes and Goals Template Save as Outcomes and Goals Agency name *Required

Outcomes and Goals_TATB.docx

E.2. What information will be collected to demonstrate program success?

Students will be expected to demonstrate competency for each module or concept that is covered. Students are provided with handbooks detailing criteria for academic progress. Student's grades will be maintained in the their student records. Students will need a grade of 70% or higher on practical assessments in order to receive a passing grade for that unit. Students will be provided with 2 attempts to achieve a passing grade on unit assessments. Students must pass all written evaluations, food handler certification, and observational competencies to complete the program. To make satisfactory academic progress, the student must attend 90% of the scheduled classes.

E.3. Describe how client/individual data is collected. (Please be specific on the platform your program uses if you collect data electronically, and the interval at which data is collected)

The Arc Tampa Bay is in the process of reviewing multiple platforms for student record tracking and is anticipated to make a selection prior to classes begin in September 2025 for the first session. The Arc Tampa Bay does maintain client records on the Therap platform, however, this platform is more suited to case management as opposed to student record tracking. It is anticipated that the employment specialist will maintain case notes regarding student progress in the Therap system but a separate system will be procured for the purpose of operating the program as an educational institution. Typically Therap documentation is submitted for each session that is held with the client. The employment specialist will be expected to complete case notes for daily interactions with the students.

F. Budget

Completed by creginelli@theartctb.org on 4/4/2025 9:07 AM

Case Id: 18917

Name: The Arc Tampa Bay Culinary Institute

Address: *No Address Assigned

F. Budget and Financial Sustainability

Please provide the following information.

F.1. Total Agency budget for entire organization (local) This should be the largest amount.

\$15,837,165.00

F.2. Total Program budget. Amount currently allocated to fund the program with the requested Social Action Funding.

\$154,470.68

F.3. Total Pinellas County Social Action Funding request.

\$150,000.00

F.4. What percentage of the program budget will be funded with Pinellas County Social Action Funding?

97.00%

F.5. What other funders also financially support this program? To include the amount of funding and what those funds are used for.

The Arc Tampa Bay procured funding through the Florida Legislative Special Appropriations process for partial funding for facility renovations (\$350,598) and program operational expenses (\$149,402). These funds were administered through the Agency for Persons with Disabilities (APD). Operational support from APD expired in 2023. Facility funding from APD was primarily used for large equipment purchases (totaling \$598,613). Facility renovations are estimated at \$756,507, prior to change orders. The unfunded equipment balance and funding for facility renovations has been procured through The Arc Tampa Bay Foundation, a separate 501c3 established for the purpose of overall financial stability for The Arc Tampa Bay.

F.6. What other Pinellas County funding does the organization receive for any and all programs?

The Arc Tampa Bay primarily sustains its programs through funding from the Agency for Persons with Disabilities via the Florida Medicaid Waiver program. Each participant enrolled in these programs is assigned an individual cost plan, outlining the scope and associated costs of services tailored to their needs. Service rates vary depending on the level of supervision and support required. Additionally, individuals receiving supported employment services are funded through the Florida Division of Vocational Rehabilitation. For capital improvements, The Arc Tampa Bay periodically seeks funding from Pinellas County, with a current emphasis on facility renovations. The organization is under contract with Pinellas County for upgrades to three group homes: Indiana (\$42,400), George Street (\$43,500), and Lakeview (\$44,300). At the Indiana group home, renovations—including impact-resistant windows and driveway refinishing—have been completed. The George Street group home has finished driveway renovations, though kitchen upgrades remain in progress. At the Lakeview group home, a generator has been ordered, and bathroom renovations are pending. Furthermore, The Arc Tampa Bay has secured Community Development Block Grant (CDBG) funding from Pinellas County for enhancements to its adult day training program in Tarpon Springs, which included interior renovations (\$106,684) and solar panel installation (\$95,500), as well as solar panel systems for Harborside Studios (\$34,500) in Safety Harbor. During the height of COVID, The Arc Tampa Bay also procured \$56,269.40 from Pinellas County to assist

with COVID related emergency protective measures. This funding was crucial in allowing the day programs to return to normal operations. These renovations are vital to ensuring that The Arc Tampa Bay's facilities remain safe, functional, and cost-efficient, thereby supporting the organization's mission to deliver high-quality services to its participants. This grant request builds on this partnership with Pinellas County to further strengthen our infrastructure and program sustainability.

F.7. Describe the organizations plan for financial and program sustainability beyond fiscal year 2026.

The initial phase of The Arc Tampa Bay's Culinary Institute will focus on enrolling students in its teaching kitchen. To support this launch, the organization seeks operational funding for the first year, as enrollment is expected to be modest until the certificate program secures full licensure from the Florida Department of Education (FLDOE) and approval from the Florida Division of Vocational Rehabilitation (VR) as an Alternative Training Program. These designations will enhance visibility by including the Culinary Institute in state profiles of licensed programs and generating referrals, thereby reducing prospective students' hesitancy to enroll in an unsanctioned program. During this start-up phase, agency leadership and the board of directors will closely monitor progress, implementing refinements as needed to optimize the student experience and ensure program success. A key component of the Culinary Institute is its café, which will operate as a social enterprise. Located within the City of Clearwater's Long Center recreational facility, the café is poised to generate program income through food and merchandise sales. Currently, the Long Center—host to numerous sporting events such as volleyball tournaments, swim meets, and basketball and pickleball competitions—lacks onsite food vendors. With its Olympic-sized swimming pool undergoing extensive renovations through year-end, the facility will resume hosting major swimming competitions upon completion, attracting significant spectator traffic. These multi-hour events present a prime opportunity for the café to meet demand and generate revenue, especially given the limited presence of only three food vendors in the immediate area. Café sales are projected to bolster program income following the initial start-up phase. Looking ahead, the program plans to expand into catering services, leveraging a conference and meeting room within the facility to host private events, parties, and celebrations. The Arc Tampa Bay benefits from the expertise of local restaurateurs who have committed to providing technical assistance, ensuring the café establishes a reliable income stream. Long-term financial sustainability will hinge on diversifying revenue sources, including product sales, student tuition, VR referrals, and private donations. Through these efforts, The Arc Tampa Bay's Culinary Institute aspires to become a valued community asset for Long Center patrons and a model of stability and impact.

F.8. Please download and complete the [Annual Budget](#) form.



Annual Budget Narrative *Required

Project Budget Narrative_TATB.pdf

G. Required Documents

Completed by creginelli@thearcctb.org on 4/4/2025 9:08 AM

Case Id: 18917

Name: The Arc Tampa Bay Culinary Institute

Address: *No Address Assigned

G. Required Documents

Please upload the following documents.

Documentation



Proof of 501(c)(3) status save as 501c3 Agency name ***Required**

501c3_TATB.pdf



Proof of incorporation in the State of Florida for at least one (1) year Save as Incorporation Agency name

***Required**

Incorporation_TATB.pdf



Most Recent Financial and Single Audit (required if available) or IRS Form 990 (only if audit unavailable) Save as Audit Agency name ***Required**

Audit_TATB.pdf



W-9 with legal name which matches that of applicant name Save as W9 Agency name ***Required**

W9_TATB.pdf



Current Certificate of Insurance Save as Insurance Agency Name ***Required**

Certificate of Insurance_TATB.pdf



Completed [Internal Control Checklist](#) Save as Internal Control Checklist Agency name ***Required**

Internal Control Checklist_TATB.pdf

☒ [Annual Budget](#) Report Save as Annual Budget Agency name ***Required**

Annual Budget_TATB.pdf

☒ **Outcomes and Goals Template** Save as Outcomes and Goals Agency name ***Required**

Outcomes and Goals_TATB.docx

☐ **Current state licenses or registrations**

***No files uploaded*

☒ **Local Agency Organizational Chart** Save as Org chart Agency name ***Required**

Org Chart_TATB.pdf

☒ **Program Job Descriptions, if funding supports salaries if applicable** Save as Job Descriptions Agency name

Job Descriptions_TATB.pdf

☐ [Housing First Checklist, if applicable](#) Save as Housing First Agency name

***No files uploaded*

☐ **Shelter Entrance Criteria, if applicable** Save as Shelter Entrance Criteria Agency name

***No files uploaded*

☒ [Data Control Questionnaire](#) Save as Data Control Questionnaire Agency Name ***Required**

Data Control Questionnaire_TATB.pdf

☒ [HS E-Verify Affidavit](#) Save as Everify Agency name ***Required**

E-verfiy_TATB.pdf

☒ **Board Member List, Including mailing and email addresses and phone numbers, if applicable** Save as Board Members Agency name

Board Members_TATB.pdf

☐ Accreditation, if applicable Save as Accreditation Agency name

***No files uploaded*

☒ [Human Trafficking Affidavit](#) Save as Human Trafficking Agency Name ***Required**

Human Trafficking_TATB.pdf

☐ Travel / Mileage policy if funding is requested Save as Travel policy Agency name

***No files uploaded*

☐ Conflict of Interest Policy if available Save as Conflict of Interest Agency name

***No files uploaded*

☐ Program Policy and Procedures if available Save as Program Policy and Procedures Agency Name

***No files uploaded*

Submit

Completed by creginelli@thearctb.org on 4/4/2025 2:57 PM

Case Id: 18917

Name: The Arc Tampa Bay Culinary Institute

Address: *No Address Assigned

Certification

Once an application is submitted, it can only be "Re-opened" by an Administrator.

By clicking submit, I certify that I am an authorized representative of the proposing agency and the information contained in this application is true and accurate to the best of my knowledge and due diligence.

I also understand that applications are limited to one per organization, and if more than one application is submitted by my organization, only the most recent will be considered for funding.

Authorized Representative Signature

Carolyn Reginelli

Electronically signed by creginelli@thearctb.org on 4/4/2025 2:56 PM

Date Submitted

04/04/2025

Program Description

Completed by jflansburg@casa-stpete.org on 3/13/2025 10:52 AM

Case Id: 18924

Name: Community Action Stops Abuse, Inc. (CASA)

Address: *No Address Assigned

Program Description

Please provide the following information.



Social Action Funding Application for the funding period of October 1, 2025 - September 30, 2026

**Pinellas County Board
of County
Commissioners**
Human Services
440 Court St, 2nd Floor
Clearwater, FL 33756

Pinellas County Human Services is accepting applications from qualified non-profit organizations desiring to provide social services to low-income residents of Pinellas County.

The Social Action Grant Program provides funding to social service organizations for priority services that directly support Pinellas County.

The attached Social Action Grant Program application instructions outline the competitive process for the selection of organizations to receive Social Action Funding Grants as allocated by the Pinellas County Board of County Commissioners (Board) for FY 2026

Funding applications are limited to a minimum of \$10,000.00 and a maximum of \$150,000.00. Only one (1) application may be submitted per agency. Applicants may apply for either a large award (\$100,000.00 - \$150,000.00), or a small award (\$10,000.00 - \$99,999.00). A maximum of five large awards will be made, with the remainder of funding allocated to small awards. The amount requested does not guarantee an award. Actual awards will be based on the recommendation of the review committee and approval of the Board. The funding priorities for the Social Action Grant Program are:

- **Food and Nutritional Services:** including food banks, meal delivery, congregate dining, and related supportive services.
- **Homeless Prevention and Supportive Services:** including homeless outreach and engagement, prevention and diversion services, system navigation, and shelter and housing support.
- **Healthcare and Human Services for Disadvantaged Residents:** including, but not limited to, specialized healthcare services, workforce development, life skills training and support, transportation or mobility assistance, chore services, health and hygiene support, and specialized mentoring or educational programs for disadvantaged populations.

- **Supportive Services for an Aging Population:** any of the above listed types of programs or additional supportive programs targeted to an aging population.

The submission deadline for all applications is April 4, 2025 at 4:00 PM (no exceptions). Organizations must utilize the online application through the Neighborly System. Please allow ample time for submission and technological challenges, as late applications will not be accepted. For questions regarding your application, please contact: Amanda Craft at acraft@pinellas.gov.

ELIGIBILITY CRITERIA

☒ The applicant organization must agree to the terms and conditions contained in the Pinellas County Social Action Program Agreement. **NO EXCEPTIONS** to the terms and conditions of the agreement will be permitted. The County reserves the right to update these terms and conditions from time to time and as needed to meet the needs of the County.

DISCLAIMER

☒ Pinellas County Government reserves the right to: 1) cancel the application process; 2) accept or reject any or all applications received; 3) waive any non-substantive deficiency or irregularity, waive or remedy any technical or immaterial errors; 4) request any necessary clarifications of proposal data without changing the terms of the proposal; 5) negotiate with any qualified applicant; 6) award a contract in what it believes to be the best interest of the County; 7) cancel the request, in part or its entirety, if it is deemed to be in the best interest of the County; 8) reject the program of any applicant that has previously failed to perform properly; 9) reject the program of any applicant who has failed to complete a contract within the specified timeframe; 10) reject the program of any applicant that is not in a position to fulfill a resulting contractual obligation.

EXCLUSIONS

The following are not eligible for Social Action Grant funding:

1. Capital Expenses
2. Improvements to Real Properties
3. Indirect Cost Rate (e.g. a fixed % of the program budget; direct costs are allowable)
4. Research studies or technical assistance
5. Employee or volunteer incentives
6. Legal fees or any expenses specifically related to criminal activity including court costs, citations, restitution, child support, alimony, or immigration related expenses
7. Alcohol, tobacco, firearms or lottery tickets
8. Expenses related to immigration or returning to country of origin
9. Gift Cards
10. Money orders
11. Property taxes
12. Vehicle purchases

FATAL CRITERIA

- Agency has not been incorporated in the State of Florida for a minimum of one (1) year.
- Agency does not have a 501 (c) (3) status for a minimum of one (1) year.
- Agency is not in compliance with an existing County contract at the time of submission.
- Agency's proposal is under/over the minimum (\$10,000.00)/ maximum (\$150,000.00).
- Application is late (system will not allow incomplete or late submissions).
- Application does not include a budget.

Please [CLICK HERE](#) to download a copy of the full program description.

☒ I acknowledge that I have clicked the above link and reviewed all program documentation.

Please [CLICK HERE](#) to download a copy of the Agreement.

☒ I acknowledge that I have clicked the above link and reviewed and agree to all terms.

Please [CLICK HERE](#) to view Frequently Asked Questions

NOTE: Incomplete applications will not be accepted by the system.

Eligibility

Completed by jflansburg@casa-stpete.org on 3/13/2025 10:53 AM

Case Id: 18924

Name: Community Action Stops Abuse, Inc. (CASA)

Address: *No Address Assigned

Eligibility

Please provide the following information.

1. Is the applicant organization a non-profit 501 (c) (3) organization for at least one (1) year and incorporated in the State of Florida for at least one (1) year prior to date of application? The program is funded by local tax revenue. As such, publicly funded organizations are not eligible for awards under this solicitation.

Yes

2. Is the applicant organization the organization providing the proposed services? Subcontracting of contractual services is prohibited.

Yes

3 Do the proposed programs/services serve residents of Pinellas County?

Yes

4. Is the mission of the applicant organization consistent with the goals of the Social Action Grant Program to address the health, economic, and social well-being of Pinellas County residents in need of assistance? The applicant organization must not discriminate against any applicant for employment or employee with respect to hire, tenure, terms, conditions or privileges of employment or any matter directly or indirectly related to employment or against any client because of age, sex, race, ethnicity, color, religion, national origin, disability, marital status, or sexual orientation.

Yes

5. Does the applicant organization discriminate against any person on the basis of age, sex, race, ethnicity, color, religion, national origin, disability, marital status or sexual orientation in admission, treatment, or participation in its programs, services and activities?

No

6. Do the programs proposed by faith-based organizations have a secular purpose, and do not require worship or religious instruction activities? Services provided by faith-based organizations must be available to all Pinellas County residents, not solely for congregation members.

N/A

7. Are you an individual seeking financial assistance for yourself or another individual?

No

A. Agency Information

Completed by jflansburg@casa-stpete.org on 3/28/2025 1:03 PM

Case Id: 18924

Name: Community Action Stops Abuse, Inc. (CASA)

Address: *No Address Assigned

A. Agency Information

Please provide the following information.

LEGAL AGENCY INFORMATION (FOR CONTRACT)

A.1. Legal Organization Name

Community Action Stops Abuse, Inc.

A.2. DBA (if applicable)

CASA

A.3. Legal Address

1019 Arlington Avenue North St. Petersburg, FL 33705--1520

PROJECT INFORMATION

A.4. Program Name/Project Title

CASA Emergency Shelter

A.5. Summary - provide a brief summary of program and how funding would be utilized.

Award will provide match funding for shelter staff, direct assistance to survivors, repairs to the shelter building/property, and food for survivors.

A.6. Physical Program Address

CONFIDENTIAL St. Petersburg, FL 33714--0000

A.7. Program Manager First Name

Camy

A.8. Program Manager Last Name

Hayes

A.9. Program Manager Title

Director of Shelter & Community Based Housing

A.10. Program Manager Email

chayes@casapinellas.org

A.11. Program Manager Phone Number

APPLICATION CONTACT INFORMATION

A.19. First Name

Jill

A.20. Last Name

Flansburg

A.21. Contact Person/Title

Director of Grants & Compliance

A.22. Contact Email

jflansburg@casapinellas.org

A.23. Telephone

7278954912116

A.24. Executive Officer with signing authority First Name

Lariana

A.25. Executive Officer with signing authority Last Name

Forsythe

A.26. Executive Officer Title

Chief Executive Officer

A.27. Executive Officer Email

lforsythe@casapinellas.org

A.28. Executive Officer Phone Number

(727) 895-4912

(727) 895-4912

A.12. Social Action Funding Priority Area

Note: Only one (1) application may be submitted per organization. If more than one is submitted, only the first will be considered for funding.

Homeless Prevention and Supportive Services

A.13. Funding Category **ONLY SELECT ONE**

☐ \$10,000.00-\$99,999.00

☒ \$100,000.00-\$150,000.00

A.14. Total Amount Requested

Note: Max request is \$150,000.00

\$100,000.00

A.15. Taxpayer/Employer ID

592114359

A.16. Unique Entity Identifier (UEI- Federal SAM.GOV Number, if registered

UGHLKVBMDAR4

A.17. Date of incorporation in Florida

04/22/1981

A.18. Date of 501(c)(3) Status

05/14/1994

B. Organization Profile

Completed by jflansburg@casa-stpete.org on 4/1/2025 12:18 PM

Case Id: 18924

Name: Community Action Stops Abuse, Inc. (CASA)

Address: *No Address Assigned

B. Organization Profile

Please provide the following information.

B.1. Describe how the mission and purpose of the agency align with the funding priority area.

Community Action Stops Abuse, Inc. (CASA) is a source of hope for survivors of domestic violence in Pinellas County. For over 40 years, CASA has provided essential services and support to survivors of domestic violence. No discrimination is made with regard to race, creed, color, national origin, sexual orientation, gender identity or expression, military status, sex, marital status, disability, immigration status, education, employment status, residency, legal history, or socioeconomic status. This includes male and lesbian, gay, bisexual, transgender, intersex, and questioning (LGBTQ+) persons. CASA does not have any religious affiliation. CASA has been continuously state certified as a domestic violence center, renewing that certification with an annual agency audit, and recognized as a respected and innovative leader in domestic violence, being one of the first in the state. The goal of CASA's programs is to reduce the incidence of domestic violence by providing families with adequate resources for safety and a realistic safety plan. Our continuum of services includes an emergency shelter, Family Justice Center (FJC), 24-hour crisis hotline, rapid rehousing, transitional and permanent supportive housing, substance abuse and mental health advocacy, child protection advocacy, justice advocacy, legal aid for injunction for protection, and education for youth and professionals. CASA has the only FJC in the state of Florida, creating a centralized point of service for survivors and partnering with law enforcement, legal services, healthcare, and the school district. Survivors have access to all resources provided by any of the programs.

B.2. Describe your board membership and how the board is reflective of the target population.

CASA's Board of Directors has active committees which are comprised of current Board members and potential Board members. There are several homeless representatives or survivors of domestic violence who are on these committees. CASA has historically numerous homeless representatives (victims of domestic violence) on its Board of Directors and continues to do so. CASA continues to be actively seeking additional homeless and minority representatives for potential board members.

B.3. Explain the organization's experience relevant to the proposed priority area.

CASA is an innovative leader serving survivors of domestic violence. We were one of the first domestic violence centers to recognize the connection between addictions and domestic violence, to serve battered women in jail, to provide visitation centers, to provide specialized outreach to underserved populations, and to work toward social change by implementing training for youth to include bullying awareness, race and gender awareness, being kind to the earth, using peaceful words, and managing conflict. Besides offering intervention for survivors and their children, CASA has become more proactive and involved in the community. We have developed a new brand and website to update our presence, generate awareness, and speak out against the domestic violence cycle. We have added a kennel at our emergency shelter since up to 65% of survivors will not leave their abuser if they cannot take their family pet. We have added housing assistance for families to move them into the community with financial assistance when they are ready. We participated in an economic impact study with the University of South Florida that found domestic violence costs Pinellas County upwards of \$132 million annually. We house Florida Bar attorneys who will work with survivors regarding injunction for protection cases at no charge to the survivors. CASA is a powerful support to our community: A Florida County that has a higher incidence of reported domestic violence in the state.

B.4. Describe your onboarding process and program implementation timeline across the organization and for this program.

The Emergency Shelter services available to residents at the emergency shelter are already operating and serving upwards of 500 individuals annually, of which about 48% are children. If awarded, Pinellas Social Action Funding will assist to match federal funding, which is a requirement of renewing contracts specific to this program that are currently valued at just under \$1 million.

C. Community Needs

Completed by jflansburg@casa-stpete.org on 4/1/2025 12:19 PM

Case Id: 18924

Name: Community Action Stops Abuse, Inc. (CASA)

Address: *No Address Assigned

C. Community Needs

Please provide the following information.

C.1. Clearly identify the need to be addressed through the proposed program.

Emergency shelters play a critical role in breaking the cycle of abuse and helping victims start anew. Safety and Protection: Emergency shelters offer a safe haven where survivors can escape immediate danger and avoid further abuse. This is especially important as staying in an abusive environment can lead to severe physical and emotional harm (<https://www.thehotline.org/resources/emergency-housing-for-domestic-violence-victims/>). Preventing Homelessness: Many survivors no longer have family or friends they can turn to when they leave the violence in their homes, and defined by HUD as homeless. Emergency shelters provide a temporary place to stay, helping to prevent homelessness and the associated risks (<https://www.thehotline.org/resources/emergency-housing-for-domestic-violence-victims/>) and (<https://www.cawc.org/news/the-importance-of-safe-and-supportive-housing-for-domestic-violence-survivors/>). Access to Resources: Shelters provide access to essential resources such as food, clothing, and medical care, as well as support services like counseling, legal assistance, and locating long-term housing (<https://www.cawc.org/news/the-importance-of-safe-and-supportive-housing-for-domestic-violence-survivors/> and <https://www.cawc.org/news/the-benefits-of-having-a-domestic-violence-shelter-in-your-community/>). Emotional Support: Survivors and their children often experience trauma and emotional distress. Shelters provide access to counseling and connection with others who have had similar experiences (<https://www.cawc.org/news/the-benefits-of-having-a-domestic-violence-shelter-in-your-community/>).

C.2. Provide current supporting statistics or data specific to Pinellas County such as needs assessments, interviews, waiting lists, surveys, trends and/or analyses to demonstrate the need described in C1.

Domestic violence (DV) is a major issue in Pinellas County, with nearly one-third of all crimes being related to it. The Florida Department of Law Enforcement (FDLE) reports that in 2023 there was a total of 19,364 crimes in Pinellas County. Pinellas County ranks 66 out of 67 Florida counties in terms of land area, but in 2020 there were 6,111 cases of DV offenses reported (FDLE, 2020). Please note the FDLE report has not been updated due to use of a new database. Furthermore, the rate of DV per 100,000 offenses was 621, which is significantly higher than the state average of 493.7. Unfortunately, many cases go unreported, and it is estimated that the actual number is twice as high. Also, there is an increased risk to survivors when attempting to leave the abuser. In 2020, 20% of all homicides were due to DV. The impact of DV in Pinellas County cannot be overlooked as the economic impact of DV on individuals, families, and the community is over \$132 million a year. In Florida, 46% of survivors with children fled to emergency shelter to escape their violent homes, in fiscal year 2022-2023 (Florida Department of Children and Families). Children exposed to DV are more likely to experience long-term psychological and behavioral issues. It is, therefore, crucial to address this issue and provide victims with the necessary support they need. It is anticipated that over 550 individuals will be served at the emergency shelter annually, and that over 40% of those residents will be minor children accompanying a parent in flight from violence in the home.

C.3. Is the program new and innovative, or is funding sought to expand capacity or service in an existing program, or continuation of current funding? No points to be assessed for this question.

Expand Capacity or Service

C.4. If new and innovative, discuss what is currently being done in the community to address the need and how this program differs to provide better results. If expanding capacity, describe the current services available in the community, numbers unserved, and how the proposed program will reduce the number of unserved. If continuation of funding discuss what has been done to obtain alternate funding?

This request represents a continuation of funding. The emergency shelter program budget includes VOCA (U.S. Department of Justice), TANF & FVPSA (U.S. Department of Health & Human Services) that passes through the state Department of Children & Families, other state DCF funding streams, ESG (U.S. Department of HUD) that passes through the City of St. Petersburg, City of St. Petersburg Social Action Funding, Pinellas County Human Services and Social Action Funding, and Juvenile Welfare Board. The never-ending need for respite from violence in the home is addressed by CASA on an ongoing basis. Our staffing patterns and workforce stabilization plans include building wage bands into our salary structure as well as merit raises. Keeping a stable direct service staff who are well trained in trauma informed care is crucial to providing timely and effective case management. Because the needs for each survivor household are different one from the other and because CASA adheres to empowerment theory, case management needs to be responsive to the needs most valued by each household. In this manner, households are encouraged to remain at shelter for 45 days in order to develop and activate a realistic goal plan that will return them to safe independence.

If currently funded, please provide outcomes/utilization/success?



Outcomes/Utilization/Success

FY25 SAF Outcomes and Goals Template - CASA.docx

C.5. Describe how the proposed program will coordinate with existing programs in the community. If program is working with partners, please include a collaborative letter showing how both sides would be working on project.

CASA operates the only Family Justice Center (FJC) in the state that is overseen by a state certified domestic violence center. The FJC has community partners who are typically involved in domestic violence cases are available in the same location for the convenience of survivors. The FJC opened in 2022 and has about 60 survivor appointments per week. Our partners include St. Petersburg Police Department (for police reports and InVEST), Clearpath (for mental health counseling), Pinellas County Schools, Gulfcoast Legal Services (for civil cases), State Attorney's Office, Learning Empowered (child care), as well as having a youth center on-site and our injunction for protection attorneys/ paralegals and housing staff. All of these services are available to persons who are residing at our emergency shelter. Additionally, depending on the requests survivors make while they are in residence, CASA case managers give information and referrals to a number of community resources and sometimes call some resources to provide workshops in-house, such as nutrition classes via Feeding Tampa Bay.

Please upload Collaborative Letter



Collaborative Letter

***No files uploaded*

D. Scope of Services

Completed by jflansburg@casa-stpete.org on 3/28/2025 2:46 PM

Case Id: 18924

Name: Community Action Stops Abuse, Inc. (CASA)

Address: *No Address Assigned

D. Scope of Services

Please provide the following information.

Program Specifics

D.1. Describe the proposed program. Services to be delivered should be clearly identified. Include information regarding evidence-based practices or best practice models used, if applicable.

CASA operates under an empowerment philosophy. The domestic violence victim is never blamed for the abuse suffered. Responsibility for the violence is placed on the perpetrator, and battering is considered a social and political problem, not a personal problem. Part of those empowerment skills involves teaching them how to access community resources so that they might enjoy an independent lifestyle. Survivors are supplied with food, personal items, advocacy and case management for individualized treatment for their troublesome life conditions, childcare, transportation, a kennel for the family pet, justice/ legal advocacy to pursue injunctions for protection, and more. Survivors benefit from services at the emergency shelter by having a safe and comfortable refuge where they can focus on goals designed to improve their independence and future. Many do not have anywhere else to go, have no marketable job skills, and may have substance abuse or mental health issues. It is not uncommon for victims of domestic violence to have been controlled by their abuser, having been made to take drugs as part of that control, or to break the law as part of that control, or to not leave the house as part of that control. They are often ill-equipped for independent living. Even after leaving an abuser, the survivor may be frightened to reach out to family, friends, even clergy, due to being told they are unworthy. They may have learned unhealthy coping mechanisms, or act in such a defensive manner that others are reluctant to help them. They may have no self-esteem, because their opportunities for success have been limited. They may have no decision making or problem solving skills because they were not allowed to make decisions for themselves, including what to eat or how to dress.

D.2. What will the funding be used to purchase or pay for to support the program? This should align with the attached Annual Budget and Operational Narrative and the selected priority area (A.12. of the application). Include how does this funding request supplement, not duplicate, current program funding?

The Pinellas SAF request will provide match to federal funding that provides staffing at the shelter, direct services (examples include bus passes, clothing, prescriptions, groceries, furniture, client education, licensing expenses, childcare), maintenance/ repairs for the shelter building and grounds, and food for residents.

D.3. Describe program services including frequency, duration and intensity. Example: Weekly financial literacy sessions for 20 clients for 6 months or completion of curriculum.

Survivors are encouraged to stay for 45 days and assigned case management to assist them in making safe plans/ obtaining requested services for independent living. About 550 survivors are served annually at the emergency shelter.

D.4. What is the target population and eligibility criteria for the program?

Survivors of domestic violence. Typically, survivors access CASA services by calling the 24 hour crisis hotline and their self-report is addressed.

D.5. Provide the geographic service area(s) and hours and days for the program during contract period.

CASA serves all persons in Pinellas County and the emergency shelter is open and staffed 24 hours a day, 365 days a year.

D.6. Describe the program staff, including qualifications, expertise, and credentials, if required.

Funding requested from Pinellas SAF would help pay salaries and fringe for direct service staff. The State of Florida has created a 24-hour training course (plus 6 hours on the job training) called Core Competency. It is mandatory for all individuals who work with survivors to be trained using the State curriculum. By taking Core Competency and passing the written test, advocates receive “privileged” status, meaning any information shared between you and a participant will be held confidential. The training program provides definitions of key terms and descriptions of various types of abuse. Risk factors and information about various populations including spouses, children, and the elderly are presented. Profile information on both victims and perpetrators is provided. Theories that attempt to explain violence are discussed. Issues relevant to assessment including signs and symptoms, specific injuries and patterns of injury known to be associated with abuse, screening methods and tools, and counseling roles will be discussed.

E. Program Outcomes and Goals

Completed by jflansburg@casa-stpete.org on 4/1/2025 12:20 PM

Case Id: 18924

Name: Community Action Stops Abuse, Inc. (CASA)

Address: *No Address Assigned

E. Program Outcomes and Goals

Please provide the following information.

E.1. Describe the goal(s) of the program using the Program Goals and Outcomes Template [Program Goals and Outcomes Template](#). Please download, complete, and upload below. Include for each goal being addressed:

- **Outcomes** - *Describe the changed state in the program participants or broader community that can be measured and identified. Include % change.*
- **Indicators** - *Identify qualitative and quantitative indicators to measure the outcomes.*
- **Methods of Evaluation** - *Identify how these outcomes will be measured (e.g. surveys, staff observation, program plans, assessments, self-reports.*
- **Measurement Intervals** – *Identify when the measures will be captured. (The goals and objectives must be measurable within a twelve (12) month period.)*



Outcomes and Goals Template Save as Outcomes and Goals Agency name *Required

Outcomes and Goals - CASA.docx

E.2. What information will be collected to demonstrate program success?

Advocates who are serving survivors input data into our state-required database at the time of service. Datapoints include number of hotline calls answered, number of advocacy sessions with survivors that involve safety planning, destination of survivors exiting the emergency shelter, income of the household exiting shelter, overall satisfaction with CASA services of survivors exiting shelter, and demographics such as age, gender, race, and ethnicity.

E.3. Describe how client/individual data is collected. (Please be specific on the platform your program uses if you collect data electronically, and the interval at which data is collected)

The organization already uses a database (Osnium) that is comparable to the Pinellas HMIS to create Annual Performance Reports (APRs) for HUD contracting and other funders. This database is required for use by our state certifying agency, the Office of Domestic Violence under the Department of Children & Families. The organization provides lethality assessment and safety planning, with trauma-informed practices driving every interaction. CASA employs a quality assurance professional full-time. This position is responsible for reporting to all funders, and this includes many different types of reports with various data points. Various funders require monthly, quarterly, and/or annual reporting. Some datapoints are demographics, some are types of services, some are income, some are bed nights, etc. The compliance analyst double checks the data, and if she finds a discrepancy, she contacts the advocate for consultation about what service was offered, how the data was input, etc. Any entry can be checked for timeliness and completeness. Data is inputted at the time of service.

F. Budget

Completed by jflansburg@casa-stpete.org on 3/31/2025 2:44 PM

Case Id: 18924

Name: Community Action Stops Abuse, Inc. (CASA)

Address: *No Address Assigned

F. Budget and Financial Sustainability

Please provide the following information.

F.1. Total Agency budget for entire organization (local) This should be the largest amount.

\$9,822,310.00

F.2. Total Program budget. Amount currently allocated to fund the program with the requested Social Action Funding.

\$1,809,591.00

F.3. Total Pinellas County Social Action Funding request.

\$100,000.00

F.4. What percentage of the program budget will be funded with Pinellas County Social Action Funding?

5.50%

F.5. What other funders also financially support this program? To include the amount of funding and what those funds are used for.

Please see program budget in attachments for details. Federal \$934,880 State \$122,990 Local Government \$277,326 Local/ Other \$474,395

F.6. What other Pinellas County funding does the organization receive for any and all programs?

This fiscal year, CASA was also awarded \$375,360 in Community Development Block Grant (CDBG) funds that pass through Pinellas County for building a second gate and drive at the emergency shelter.

F.7. Describe the organizations plan for financial and program sustainability beyond fiscal year 2026.

CASA successfully manages over \$6 million in federal grants annually, to provide human services to survivors for emergency, restorative, and preventative support. The organization has never been in default with a contract, and renews funding regularly due to good performance as evidenced on monitoring reviews and regular/ required reporting. Additionally, revenue is supplemented by a thrift store, fundraising events and other donations, and CASA is in process to develop a foundation to oversee an endowment.

F.8. Please download and complete the [Annual Budget](#) form.



Annual Budget Narrative *Required

FY26 Annual Budget Report - CASA.xlsx

G. Required Documents

Completed by jflansburg@casa-stpete.org on 4/1/2025 8:24 AM

Case Id: 18924

Name: Community Action Stops Abuse, Inc. (CASA)

Address: *No Address Assigned

G. Required Documents

Please upload the following documents.

Documentation



Proof of 501(c)(3) status save as 501c3 Agency name *Required

501(c) 3 - CASA.pdf



Proof of incorporation in the State of Florida for at least one (1) year Save as Incorporation Agency name

***Required**

Proof of incorporation - CASA.pdf



Most Recent Financial and Single Audit (required if available) or IRS Form 990 (only if audit unavailable) Save as Audit Agency name *Required

Most recent financial audit - CASA.pdf



W-9 with legal name which matches that of applicant name Save as W9 Agency name *Required

W9 - CASA.pdf



Current Certificate of Insurance Save as Insurance Agency Name *Required

Current Insurance Certificate - CASA.pdf



Completed [Internal Control Checklist](#) Save as Internal Control Checklist Agency name *Required

Internal Control Checklist - CASA.pdf

 **Annual Budget Report Save as Annual Budget Agency name *Required**

Annual Org Budget - CASA.pdf

 **Outcomes and Goals Template Save as Outcomes and Goals Agency name *Required**

Outcomes and Goals - CASA.docx

 **Current state licenses or registrations**

Accreditation - CASA.pdf

 **Local Agency Organizational Chart Save as Org chart Agency name *Required**

Organization Chart - CASA.pdf

 **Program Job Descriptions, if funding supports salaries if applicable Save as Job Descriptions Agency name**

Job Description - Residential Life Advocate - CASA.pdf

Job Description - Shelter Case Manager - CASA.pdf

 **Housing First Checklist, if applicable Save as Housing First Agency name**

Housing First - CASA.pdf

 **Shelter Entrance Criteria, if applicable Save as Shelter Entrance Criteria Agency name**

Shelter Policies - CASA.pdf

 **Data Control Questionnaire Save as Data Control Questionnaire Agency Name *Required**

Data Control Questionnaire - signed - CASA.pdf

 **HS E-Verify Affidavit Save as Everify Agency name *Required**

E-Verify Affidavit - CASA.pdf

☒ **Board Member List, Including mailing and email addresses and phone numbers, if applicable Save as Board**

Members Agency name

Board Member list - CASA.pdf

☒ **Accreditation, if applicable Save as Accreditation Agency name**

Accreditation - CASA.pdf

☒ **Human Trafficking Affidavit Save as Human Trafficking Agency Name **Required***

Human Trafficking Affidavit - CASA signed.pdf

☐ **Travel / Mileage policy if funding is requested Save as Travel policy Agency name**

***No files uploaded*

☒ **Conflict of Interest Policy if available Save as Conflict of Interest Agency name**

Conflict of Interest Policy - CASA.pdf

☒ **Program Policy and Procedures if available Save as Program Policy and Procedures Agency Name**

Shelter Handbook - CASA.pdf

Submit

Completed by jflansburg@casa-stpete.org on 4/1/2025 12:21 PM

Case Id: 18924

Name: Community Action Stops Abuse, Inc. (CASA)

Address: *No Address Assigned

Certification

Once an application is submitted, it can only be "Re-opened" by an Administrator.

By clicking submit, I certify that I am an authorized representative of the proposing agency and the information contained in this application is true and accurate to the best of my knowledge and due diligence.

I also understand that applications are limited to one per organization, and if more than one application is submitted by my organization, only the most recent will be considered for funding.

Authorized Representative Signature

Jill D. Flansburg

Electronically signed by jflansburg@casa-stpete.org on 4/1/2025 12:21 PM

Date Submitted

04/01/2025

Program Description

Completed by robbin.redd@tarponhousing.com on 3/13/2025
12:21 PM

Case Id: 18926

Name: Local Community Housing Corporation

Address: *No Address Assigned

Program Description

Please provide the following information.



Social Action Funding Application for the funding period of October 1, 2025 - September 30, 2026

**Pinellas County Board
of County
Commissioners**
Human Services
440 Court St, 2nd Floor
Clearwater, FL 33756

Pinellas County Human Services is accepting applications from qualified non-profit organizations desiring to provide social services to low-income residents of Pinellas County.

The Social Action Grant Program provides funding to social service organizations for priority services that directly support Pinellas County.

The attached Social Action Grant Program application instructions outline the competitive process for the selection of organizations to receive Social Action Funding Grants as allocated by the Pinellas County Board of County Commissioners (Board) for FY 2026

Funding applications are limited to a minimum of \$10,000.00 and a maximum of \$150,000.00. Only one (1) application may be submitted per agency. Applicants may apply for either a large award (\$100,000.00 - \$150,000.00), or a small award (\$10,000.00 - \$99,999.00). A maximum of five large awards will be made, with the remainder of funding allocated to small awards. The amount requested does not guarantee an award. Actual awards will be based on the recommendation of the review committee and approval of the Board. The funding priorities for the Social Action Grant Program are:

- **Food and Nutritional Services:** including food banks, meal delivery, congregate dining, and related supportive services.
- **Homeless Prevention and Supportive Services:** including homeless outreach and engagement, prevention and diversion services, system navigation, and shelter and housing support.
- **Healthcare and Human Services for Disadvantaged Residents:** including, but not limited to, specialized healthcare services, workforce development, life skills training and support, transportation or mobility assistance, chore services, health and hygiene support, and specialized mentoring or educational programs for

disadvantaged populations.

- **Supportive Services for an Aging Population:** any of the above listed types of programs or additional supportive programs targeted to an aging population.

The submission deadline for all applications is April 4, 2025 at 4:00 PM (no exceptions). Organizations must utilize the online application through the Neighborly System. Please allow ample time for submission and technological challenges, as late applications will not be accepted. For questions regarding your application, please contact: Amanda Craft at acraft@pinellas.gov.

ELIGIBILITY CRITERIA

- ☒ The applicant organization must agree to the terms and conditions contained in the Pinellas County Social Action Program Agreement. **NO EXCEPTIONS** to the terms and conditions of the agreement will be permitted. The County reserves the right to update these terms and conditions from time to time and as needed to meet the needs of the County.

DISCLAIMER

- ☒ Pinellas County Government reserves the right to: 1) cancel the application process; 2) accept or reject any or all applications received; 3) waive any non-substantive deficiency or irregularity, waive or remedy any technical or immaterial errors; 4) request any necessary clarifications of proposal data without changing the terms of the proposal; 5) negotiate with any qualified applicant; 6) award a contract in what it believes to be the best interest of the County; 7) cancel the request, in part or its entirety, if it is deemed to be in the best interest of the County; 8) reject the program of any applicant that has previously failed to perform properly; 9) reject the program of any applicant who has failed to complete a contract within the specified timeframe; 10) reject the program of any applicant that is not in a position to fulfill a resulting contractual obligation.

EXCLUSIONS

The following are not eligible for Social Action Grant funding:

1. Capital Expenses
2. Improvements to Real Properties
3. Indirect Cost Rate (e.g. a fixed % of the program budget; direct costs are allowable)
4. Research studies or technical assistance
5. Employee or volunteer incentives
6. Legal fees or any expenses specifically related to criminal activity including court costs, citations, restitution, child support, alimony, or immigration related expenses
7. Alcohol, tobacco, firearms or lottery tickets
8. Expenses related to immigration or returning to country of origin
9. Gift Cards
10. Money orders
11. Property taxes
12. Vehicle purchases

FATAL CRITERIA

- Agency has not been incorporated in the State of Florida for a minimum of one (1) year.
- Agency does not have a 501 (c) (3) status for a minimum of one (1) year.
- Agency is not in compliance with an existing County contract at the time of submission.
- Agency's proposal is under/over the minimum (\$10,000.00)/ maximum (\$150,000.00).
- Application is late (system will not allow incomplete or late submissions).
- Application does not include a budget.

Please [CLICK HERE](#) to download a copy of the full program description.

☒ I acknowledge that I have clicked the above link and reviewed all program documentation.

Please [CLICK HERE](#) to download a copy of the Agreement.

☒ I acknowledge that I have clicked the above link and reviewed and agree to all terms.

Please [CLICK HERE](#) to view Frequently Asked Questions

NOTE: Incomplete applications will not be accepted by the system.

Eligibility

Completed by robbin.redd@tarponhousing.com on 3/13/2025
12:22 PM

Case Id: 18926

Name: Local Community Housing Corporation

Address: *No Address Assigned

Eligibility

Please provide the following information.

1. Is the applicant organization a non-profit 501 (c) (3) organization for at least one (1) year and incorporated in the State of Florida for at least one (1) year prior to date of application? The program is funded by local tax revenue. As such, publicly funded organizations are not eligible for awards under this solicitation.

Yes

2. Is the applicant organization the organization providing the proposed services? Subcontracting of contractual services is prohibited.

Yes

3 Do the proposed programs/services serve residents of Pinellas County?

Yes

4. Is the mission of the applicant organization consistent with the goals of the Social Action Grant Program to address the health, economic, and social well-being of Pinellas County residents in need of assistance? The applicant organization must not discriminate against any applicant for employment or employee with respect to hire, tenure, terms, conditions or privileges of employment or any matter directly or indirectly related to employment or against any client because of age, sex, race, ethnicity, color, religion, national origin, disability, marital status, or sexual orientation.

Yes

5. Does the applicant organization discriminate against any person on the basis of age, sex, race, ethnicity, color, religion, national origin, disability, marital status or sexual orientation in admission, treatment, or participation in its programs, services and activities?

No

6. Do the programs proposed by faith-based organizations have a secular purpose, and do not require worship or religious instruction activities? Services provided by faith-based organizations must be available to all Pinellas County residents, not solely for congregation members.

N/A

7. Are you an individual seeking financial assistance for yourself or another individual?

No

A. Agency Information

Completed by robbin.redd@tarponhousing.com on 4/1/2025 3:42 PM

Case Id: 18926

Name: Local Community Housing Corporation

Address: *No Address Assigned

A. Agency Information

Please provide the following information.

LEGAL AGENCY INFORMATION (FOR CONTRACT)

A.1. Legal Organization Name

Local Community Housing Corporation

A.2. DBA (if applicable)

N/A

A.3. Legal Address

500 S Walton Ave. Tarpon Springs, FL 34689--4714

PROJECT INFORMATION

A.4. Program Name/Project Title

Home Share Pinellas Program

A.5. Summary - provide a brief summary of program and how funding would be utilized.

Home Share Pinellas is a housing navigation and diversion program that provides home sharing services as a long-term, quality affordable housing option. Social Action Funding would be utilized to provide financial sustainability for Home Share Pinellas to continue program operations of offering supportive services and preventing homelessness by empowering individuals in Pinellas County communities and promoting their independence and well-being through successful home sharing matches.

A.6. Physical Program Address

500 S Walton Ave. Tarpon Springs, FL 34689--4714

A.7. Program Manager First Name

Robbin

A.8. Program Manager Last Name

Redd

A.9. Program Manager Title

APPLICATION CONTACT INFORMATION

A.19. First Name

Robbin

A.20. Last Name

Redd

A.21. Contact Person/Title

Executive Director

A.22. Contact Email

robbin.redd@tarponhousing.com

A.23. Telephone

8134057005

A.24. Executive Officer with signing authority First Name

Robbin

A.25. Executive Officer with signing authority Last Name

Redd

A.26. Executive Officer Title

Executive Director

A.27. Executive Officer Email

robbin.redd@tarponhousing.com

A.28. Executive Officer Phone Number

(813) 405-7005

Executive Director

A.10. Program Manager Email

robbin.redd@tarponhousing.com

A.11. Program Manager Phone Number

(813) 405-7005

A.12. Social Action Funding Priority Area

Note: Only one (1) application may be submitted per organization. If more than one is submitted, only the first will be considered for funding.

Homeless Prevention and Supportive Services

A.13. Funding Category **ONLY SELECT ONE**

☒ \$10,000.00-\$99,999.00

☐ \$100,000.00-\$150,000.00

A.14. Total Amount Requested

Note: Max request is \$150,000.00

\$95,303.22

A.15. Taxpayer/Employer ID

20-4000503

A.16. Unique Entity Identifier (UEI- Federal SAM.GOV Number, if registered

JMLEYLNEALU7

A.17. Date of incorporation in Florida

12/30/2005

A.18. Date of 501(c)(3) Status

05/17/2007

B. Organization Profile

Completed by robbin.redd@tarponhousing.com on 3/31/2025 4:22 PM

Case Id: 18926

Name: Local Community Housing Corporation

Address: *No Address Assigned

B. Organization Profile

Please provide the following information.

B.1. Describe how the mission and purpose of the agency align with the funding priority area.

Local Community Housing Corporation (LCHC) is a nonprofit agency, instrumentality for the Tarpon Springs Housing Authority (TSHA). LCHC is classified federally as a 501c3 nonprofit organization and governed by a 7-person Board of Commissioners appointed by the City of Tarpon Springs City Council for TSHA, the sister agency that services as a traditional Housing Authority. LCHC co-develops the conversion of public housing and other residential properties into newly renovated or new construction affordable housing for individuals, families, and seniors. Home Share Pinellas (HSP) was established as a nonprofit organization to expand the LCHC mission by creating opportunities for individuals to experience long-term permanent housing, financial relief and stability, and self-sufficiency. HSP matches current Pinellas County homeowners with an extra bedroom in their home to rent to a reliable tenant who maintains a low steady income. The HSP Program Coordinator coordinates potential matches, but the homeowner and renter ultimately decide to move forward with home sharing together. The home sharing program model is an essential safety net for those at-risk of losing their leased housing or homeownership and in need of quality services and a cost-effective solution. There is a critical need to prevent major housing disruption as homelessness can directly lead to deterioration of other domains of an individual's life. The value of HSP is that it provides an affordable housing option that promotes long-term housing, decreases isolation anxiety and depression, provides peace of mind, strengthens positive goal achievement, increases financial security, and strengthens self-sufficiency for both the homeowner and renter. When homeowners share their nice home with another individual, it provides supplemental income, fiscal stability, and companionship. Renters, in turn, gain financial benefits by significantly saving on a reduced rent far below market rate and enjoy the social benefits from sharing a home as well. HSP is thus uniquely positioned to serve both homeowners and renters as our program model is preventative rather than reactive in helping both sides secure safe, stable, quality affordable housing. It is a highly effective diversion program that prevents official homelessness. As an organization, we understand that homelessness prevention is a critical societal need, and older adults are a particularly vulnerable population due to a number of variables, such as fixed incomes, minimal family or friend support, health challenges, and the high cost of housing.

B.2. Describe your board membership and how the board is reflective of the target population.

B.2. Describe your board membership and how the board is reflective of the target population. TSHA is thankful for our dedicated, diverse, and seasoned Board of Commissioners. Of our current members, 100% are residents of Tarpon Springs and Pinellas County, some of them are seniors who are retirees, and they represent different races and ethnicities. This diversity in age and racial demographics is reflective of our target population as 92% of HSP clients are seniors (ages 55+) and many represent different ethnic groups. Given their places of residency, personal backgrounds, and professional experiences, our commissioners are comprehensively reflective of the target population for our program. They recognize and appreciate the needs and challenges facing the target population of our Home Share Program and why and how HSP works to address them. They deeply comprehend the challenges of living on a fixed income, being able to afford housing in our local communities, and the statistics of homelessness in minority populations and respect the importance of HSP's mission. Our Board of Commissioners has always been encouraging

and supportive of the services that HSP has successfully provided to our local communities, and we are ever grateful for their partnership. We look forward to continuing to serve residents of Pinellas County by providing an effective and efficient solution to address their needs for quality affordable housing.

B.3. Explain the organization's experience relevant to the proposed priority area.

The success of match compatibility and long-term stay in our Home Share Program is a huge testament to the experience and skills of our team. TSHA Executive Director Robbin Redd has been with the agency for 14 years and HSP Program Coordinator has been facilitating daily programming for 12 years. HSP was founded by the LCHC and has been successfully matching homeowners and renters in Pinellas County for over 19 years. While organizations in other local counties have attempted to operate a home sharing program, HSP continues to remain the only such program successfully providing these services in the entire state of Florida. Our nonprofit's strategic mission and experience providing long-term, affordable housing shows the value match for Pinellas County Social Action resources and this grant opportunity. The naturally occurring home stock in Pinellas County has grown due to an aging population and changes in family members per home. It is extremely expensive to build new apartments and houses and Pinellas County is rapidly running out of land to even do so. The HSP budget is a "pennies on the dollar" smart investment compared to the heavy cost of capital development, homeownership mortgage default or foreclosure, homelessness, monetary strain, and mental health distress due to both homeowners and renters facing financial insecurity and anxiety.

B.4. Describe your onboarding process and program implementation timeline across the organization and for this program.

HSP facilitates person-centered services to carry out our defined mission in addressing the lack of affordable housing in our communities. The program matches homeowners who could benefit from having a roommate with renters who are seeking long-term, quality housing within their budget. This need has never been greater in our area as Pinellas County continues to have unprecedented numbers of individuals struggling to stay in their own homes or find reasonably priced rental options. Many homeowners, particularly older adults, are at-risk of losing their greatest financial asset (their home) due to living on a fixed income that is disproportional to the rising costs of homeownership, while unhoused renters are often priced out of private market housing options. Starting in 2019, a unique pattern has emerged in our program in which subsidized housing applicants on the waitlist for an apartment were matched in a home provider's home until housing became available. HSP has since become a bridge for renters who have applied for subsidized housing with an estimated 2-4 year waiting list period. Through HSP, renter clients are provided with permanent quality, stable, affordable housing until their number comes up on waiting lists. Over the past 3 years, an average of 20% of matched renters were individuals on HUD Senior Subsidized lists. As Housing Authorities serve low and very low- income individuals, giving people a place to live when they have nowhere else to go that is affordable, it is intended that this arrangement should serve as a stepping-stone as opposed to a long-term solution. Housing Authority applicants must have income at or below HUD-specified limits, citizenship or eligible immigrant status, provide consent for background checks, and disclose financial information. If qualified, they are then placed on a waiting list, and families with eligibility preferences, such as homelessness or working or living locally in the past year, are scored higher and can move faster on the list. This waiting list processing takes many months and often years for an apartment to become available for the average individual, creating displacement for extended periods of time. With the affordable housing crisis and need for more existing housing units to become available or newly built for individuals with little income, the wait can unfortunately continue for years. Additionally, HUD regulates agencies to close waitlists at a limited low level. This means that an eager applicant cannot even submit their application until the waitlist is designated as open per public advertisement, with the window to even submit an application often being available for only one week. Thus, to address the overly burdened human and social services network, in which resources for affordable housing are increasingly limited or nonexistent, as the Tampa Bay Times reported in February 2023, Home Share Pinellas provides relief and support for this critical need. HSP has developed a client-driven, comprehensive screening process that has been finely tuned over the years. This onboarding process involves several steps that an applicant must complete successfully in

order to become an approved client in the program. The steps include completing a detailed application, passing a criminal background screening, furnishing proof of stable income, providing credible references, and participating in face-to-face interviews with our Program Coordinator. Homeowners are required to participate in a home inspection process during the eligibility period as well to ensure that the home is a safe, quality environment for a tenant. The timeline for processing applications and conducting screenings can vary; however, once all of these requirements are successfully completed, an applicant officially becomes a client in our program and the process begins to find a compatible housemate that matches the client's needs, wants, and preferences. Our organization works various hours as our Home Share Program implementation is continuous and around the clock. Applications for both homeowners and renters can be submitted through multiple formats for their convenience, including our new fillable online form, fillable PDF, or printable form. Applications are accessible on our website 24/7 and the new fillable online form is automatically sent to HSP personnel electronically upon submission, while the PDF and printable form versions can be sent via email or by mailing a hard copy to our office. Our Program Coordinator then reviews the application information, conducts the background screening and reference checks (as well as home checks, if applicable), communicates with the applicant, and makes a determination regarding client status in order to provide assistance and services as soon as possible. HSP is an essential safety net to many individuals living on a fixed or low income. Home sharing is a practical solution to housing challenges, helpful for people to be able to remain in their homes or find an affordable home, an efficient use of existing housing, and keeps Pinellas County residents local. Our program's experience successfully providing the home sharing model empowers higher quality of life by creating opportunities for stable housing, financial relief and security, peace of mind, and the positive social benefits of housemate companionship. With Pinellas County Social Action funding, HSP will be able to continue to thrive in successfully providing ongoing program services throughout FY26. If awarded, HSP will continue serving Pinellas County communities and immediately begin work on efforts to expand our Home Share Program. This includes increasing marketing efforts to raise increased awareness of and access to the benefits of home sharing for residents throughout Pinellas County, updating our website to include important information and resources to be available to the public, and increasing the number of home provider clients (and thus matches) in our program. The implementation timeline is to utilize grant funds to complete these service goals by the end of FY26.

C. Community Needs

Completed by robbin.redd@tarponhousing.com on 3/31/2025 4:17 PM

Case Id: 18926

Name: Local Community Housing Corporation

Address: *No Address Assigned

C. Community Needs

Please provide the following information.

C.1. Clearly identify the need to be addressed through the proposed program.

The critical need for stable, quality affordable housing is especially urgent in our current economy and housing market. In a September 2024 report, the Florida Housing Coalition states that Florida is now one of the most expensive places to live in the country and no community in the state offers enough affordable housing for low-income renters. Additionally, as reported by the Tampa Bay Times in February 2024, the most recent Point-In-Time (P.I.T) study of homelessness for 2023-2024 found a 12% increase in homeless people in Pinellas County over the past year, and within the homeless population, the biggest increase in homelessness is with older adults. Individuals living on a fixed income cannot keep up with the untenable rent increases that have been occurring over the last 5 years in the private market rental sector in Pinellas County. According to RENTcafe data in 2025, the average rent for a 1-bedroom apartment in St. Petersburg is now \$2,024, and in Clearwater it is \$1,803, not including the cost of utilities or high deposits that are required for a tenant to move into the rental. Disproportionately, over the past 3 years, the average income of a renter in HSP was \$1,707 monthly/\$20,484 annually. From 2022 through 2024, the average HSP renter income has only increased by 10%, while private market rent rates over the same time period in Pinellas County have increased an average of 20-25%. In these circumstances, it is quite evident that an individual on a fixed income is often unable to keep up with the rising cost of private market rentals. The lesson that housing is a primary need is not a new one. It is common knowledge that, when people are safely housed in a quality environment, it improves their overall physical and mental state. Individuals with less stress are better able to make sound, positive decisions, leading to a healthier, stable life, which is essential to their wellbeing. This concept was popularized by Maslow over 80 years ago, when he demonstrated that the need for shelter must be met before other psychological, self-sufficiency, and life satisfaction needs can even be met thereafter. Throughout Pinellas County in 2025, we are still seeing the reality of what happens when housing, the bottom of the hierarchy of needs, is not robust enough to support other primary needs. For the past 19 years, HSP has been a key player in the fight to decrease homelessness in Pinellas County. Through our process of utilizing established housing stock and placing a well-qualified renter with an established homeowner, HSP matches have a positive dual impact on both individuals involved in the home share agreement. The homeowner receives additional income to maintain their home and age in place, while the renter has a quality affordable home to live in at a rent rate proportional to what the tenant can reasonably afford in the current economy. When a HSP Match occurs, it is a win/win for both parties!

C.2. Provide current supporting statistics or data specific to Pinellas County such as needs assessments, interviews, waiting lists, surveys, trends and/or analyses to demonstrate the need described in C1.

With average monthly rent rates in Pinellas County ranging from \$1,730 (Largo) to \$2,024 (St. Petersburg) and the national average for monthly Social Security benefit about \$1,978, (Jan2025), it is clear how many older adults in our area cannot afford the high cost of living here. According to the MIT Living Wage calculator, a single adult in Pinellas County needs to earn \$46,645 annually to cover the cost of basic necessities like housing, transportation, and healthcare. Currently, an older adult's annual income averages half of the money needed to live in Pinellas County- \$23,736. HSP meets people where they are by offering a service in which a qualified renter can find quality affordable housing at a fraction of the cost of private market rentals. In recent years, mainstream media such as: CNN, US News

and World Report, PBS, New York Times have been writing/talking about home sharing as an option to provide affordable housing in our communities. In January 2025, Washington Post wrote an article discussing the positive impact home sharing has for older adults to maintain their independence. HSP fills the much-needed niche for homeowners needing assistance maintaining their home and wanting to age in place as well as for renters who need an affordable long-term housing option. Sharon (68) a homeowner living in St. Petersburg has been a homeowner participant in the HSP program for 15 Years. Sharon is British, so she does not have the cultural biases about sharing her home that many Americans have. She has helped several renters during their time of financial hardship and being housing insecure. "It makes me feel good to help another person in a time of crisis." The additional benefits Sharon has experiences sharing her home include; being able to pay down her mortgage quicker, better positioning herself for retirement, companionship, and "babysitting" her 3 dogs when she travels. Sharon's current renter has been with her 7 years.

HOME SHARE PINELLAS WORKS AND MAKES LIFE BETTER BECAUSE: 1. It's a practical, cost effective and empowering solution to Pinellas's housing challenges 2. Provides compassionate person-centered housing navigation and supports to secure stable, quality and long-term housing 3. An efficient use of existing housing to preserve neighborhoods and help home owners age in place 4. Decrease the burden of overloaded human and social service programs throughout Pinellas 5. Keeps Pinellas County residents living in the same county they work and serve Because of Pinellas County's progressive thinking and consistent support of Home Share Pinellas, it remains the only successful home sharing program in the State of Florida. Over the past year, 5 other counties from the State of Florida have contacted HSP to gain information about how to start a home share program in their county. These counties look at Home Share Pinellas as the standard bearer for providing another option for affordable housing in a community.

C.3. Is the program new and innovative, or is funding sought to expand capacity or service in an existing program, or continuation of current funding? No points to be assessed for this question.

Expand Capacity or Service

C.4. If new and innovative, discuss what is currently being done in the community to address the need and how this program differs to provide better results. If expanding capacity, describe the current services available in the community, numbers unserved, and how the proposed program will reduce the number of unserved. If continuation of funding discuss what has been done to obtain alternate funding?

In 2024 HSP had 17 new matches and 29 active ongoing matches during the calendar year. It should be noted that for approximately 8 weeks there was very little activity because of the aftermath and recovery from 2 hurricanes that struck Pinellas County. HSP served 81 unduplicated individuals in 2024. The average rent of a HSP match in 2024 was \$670 per month which included utilities. The savings for a renter using HSP in 2024 was over \$250,00 in just rental costs. (Does not include the cost of utilities.) The parent agency LCHC has calculated that the cost per unit (Renter) is a measly \$1,300 per match for the service of providing a hugely beneficial person-centered, home stabilizing, financial relief and emotionally uplifting home sharing program. Shared housing creates significant disposable income for Renters and Home Owners protecting their personal funds to cover the cost of necessities and services provided by businesses in Pinellas County: groceries, personal grooming, medical / health services, automobile gas and repair, movies / concerts / festivals and parks and beach activities, etc. HSP long term home stability creates financial health which goes directly into the immediate economy. The cost to build needed housing supportive units in Pinellas County is \$806 million and the total cost for affordable housing units in Pinellas County is \$7.7 billion (Homeless Leadership Alliance- Funder's Council Meeting data presentation, April 2022). One of the great benefits of the home sharing, from a county level perspective, is there is no construction or building costs to providing affordable housing. The program takes current Home Owners inventory in Pinellas County and creates affordable housing solutions one Match at a time. An additional \$1,163 in monthly income is a positive financial benefit for a Renters in Pinellas. During 2024 HSP clients experienced on average a 36 months long-term length of stay in one single match. The benefits of HSP allows Home Owners and Renters to have additional discretionary monthly income. The benefits of these savings for a Renter are many. They include the opportunity to save for the significant deposits required to move into a private market apartment which is currently x3

of the average rent which is \$1,833 a month in Pinellas County. Renter have also used the HSP program to save money to purchase their own house or condo. There is an intrinsic value in Pinellas County for supporting the only successful home share program in the State of Florida, that provides quality affordable housing for its residents at a significantly huge discounted rate. HSP data shows Renter's average length of stay in home matches in 2024 of 36. Kudos to Pinellas County Social Action Committee for having a forward solution-oriented, strategic mindset responding to the housing crisis fall by investing in the effective quality services of HSP.

If currently funded, please provide outcomes/utilization/success?

☐ **Outcomes/Utilization/Success**

***No files uploaded*

C.5. Describe how the proposed program will coordinate with existing programs in the community. If program is working with partners, please include a collaborative letter showing how both sides would be working on project.

Home Share Pinellas (HSP) has worked closely with agencies that provide referrals to for services. We believe it is important to enhance this line of communication to ensure each referral is appropriately treated and guided through the HSP process to become an active client. As described in the attached Goals sheet, the HSP personnel will work with past referring agencies and request a meeting to introduce a more formal referral protocol. A key contact person (case manager) that will serve as a HSP Referral Navigator (at each agency) and a referral / pre-eligibility / good fit for HSP services for Renters and Home Owners that would most likely experience success in the program. Top referring agencies that have resulted in eligible and successful matches: The Haven RCS Shelter, 211, Evara Health, BayCare Social Services, Humana, United Health Care, Area Agency on Aging, Largo Police Department, Operation Par, Family Initiative Services managed by PEHMS, Hale Senior Center, Operation Par, Dream Center, Publix, and Gulfport Senior Center. Although other counties in Florida attempted to provide home sharing programs, HSP remains the only successful, active program in the state currently providing these services. With limited funding and staff capacity, there are currently 30 unserved renters in our program as there are not enough home providers to meet this demand. Our proposed expansion will reduce the number of unserved renters by expanding our marketing and community outreach campaigns to increase visibility about our program and services. In targeting homeowners, our goal is to increase the number of home providers in our program and therefore number of successful home sharing matches, thus providing quality affordable housing to serve 30% more Pinellas County residents. ((Note that, even with increase in new homeowners, there is still a huge need (4x as many renters))

Please upload Collaborative Letter

☐ **Collaborative Letter**

***No files uploaded*

D. Scope of Services

Completed by robbin.redd@tarponhousing.com on 4/1/2025 1:05 PM

Case Id: 18926

Name: Local Community Housing Corporation

Address: *No Address Assigned

D. Scope of Services

Please provide the following information.

Program Specifics

D.1. Describe the proposed program. Services to be delivered should be clearly identified. Include information regarding evidence-based practices or best practice models used, if applicable.

Home Share Pinellas (HSP) prevents and diverts homelessness, increases housing stability, empowers aging in place, relieves financial stress, increases positive mental health through companionship and empowers participant goal achievement. It is a strengths-based person-centered support model. LCHC: Home Share Pinellas is an active member of the National Shared Housing Resource Center (NSHRC) a clearinghouse of information for individuals looking to find a shared housing program in their community. NSHRC published a resource guide designed to help programs be successful through a best practices model. Home Share Pinellas administrative and program service model continues to align with the below best practices:

- Programs are nonprofit
- Eligibility protocols include interviews, background checks, home inspections and reference checks.
- Programs offer a one-on-one matching services indefinitely for quality maintenance
- Programs establish match agreement which outlines the expectations between the parties
- Program services and goals include the values of fair housing laws.

Since 2020 HSP has conducted outcome surveys with match participants. Over the past 3 years, HSP has averaged a 60% participation rate in the survey. The results show the positive impact the program has for both homeowners and renters: 98% of clients surveyed were very satisfied with the HSP services 100% of clients would recommend HSP to family and friends 92% worry less about money 83% feel less lonely 79% feel safer in their home A very important outcome HSP tracks is called Exits with seventeen match exits (17) during 2024: 4 renters went into subsidized senior housing, 2 homeowners died, 1 homeowner sold her home because of poor health, 5 renters relocated out of Pinellas County for job opportunity or lower cost of living, 1 homeowner/renter match lost their home because of hurricane damage, 4 renters were able to save enough money for the deposits to get into their own apartment.

D.2. What will the funding be used to purchase or pay for to support the program? This should align with the attached Annual Budget and Operational Narrative and the selected priority area (A.12. of the application). Include how does this funding request supplement, not duplicate, current program funding?

Our intention in applying for this grant is to secure additional funding to be able to expand our HSP Home Sharing Program. With increased financial capacity, HSP can increase the number of successful matches of home providers and renters, thus increasing the number of Pinellas County residents served in our program and multiplying the positive impact in our area over time. As reflected in the attached itemized budget, LCHC provides significant match resources to carry all direct and indirect costs. This includes staff capacity for critical components such as funder measurable objectives and contract compliance (Executive Director/Contract Manager), total program service delivery (Program Coordinator), and implementing marketing strategies and community awareness and outreach plan objectives (Program & Community Specialist). Standard operating expenses include staff professional development, telephone utility for communication, and mileage reimbursement. Shared housing provides economic benefits in return to Pinellas County as well. It creates significant disposable income for HSP clients to use these personal funds for needs and services provided

by businesses in Pinellas County, such as groceries, personal grooming, medical/health services, gas and auto repair, entertainment, activities and events at parks and beaches, etc. The long-term home stability provided by HSP creates financial health which directly returns to the local economy. Additionally, the Homeless Leadership Alliance cites that it costs over \$8 million to build needed housing supportive units, with over \$7 billion as the total cost for affordable housing units in Pinellas County. By home sharing, however, there are no construction or building costs in providing this affordable housing option since the HSP program matches individuals within the existing homeowner and renter inventory. In further expanding of our program, HSP can provide even greater impact for addressing the shortage of housing and growing homelessness in our communities.

D.3. Describe program services including frequency, duration and intensity. Example: Weekly financial literacy sessions for 20 clients for 6 months or completion of curriculum.

The HPS service focuses on facilitating successful matches between renters in need of housing and homeowners who have one or more vacant rooms available for rent. These rooms are offered at an affordable rate that enables the homeowner to meet their financial obligations while providing a suitable living space for the renter. This service is provided by the Program Coordinator through multiple phone calls, in-person interviews, and assistance with paperwork. The coordinator tailors the service to meet the clients' needs, offering not only regular business hours but also extended evening and weekend hours to ensure successful matches.

D.4. What is the target population and eligibility criteria for the program?

Population Served: Home Share Pinellas helps Pinellas County meet two important goals: assisting Homeowners with the goal of aging-in-place and living off a fixed income and at the same time helping Renters secure an affordable place to live in a County with few low-income housing opportunities and a high rental market designed as Small Area Fair Market Rent. In 2024 the age range of Home Providers was 53-89 years old and Renters 37-83 in age. Permanent affordable housing, such as Home Share Pinellas, prevent and diverts homelessness. While there are no age or income restrictions for home sharing, most people sharing their homes are older adults and individual renters looking for housing who cannot afford Pinellas and surrounding counties private market rate rents. Eligibility to Enrollment: HSP has developed a client driven comprehensive screening process that involves several steps an applicant has to complete successfully to become an approved client in the program. The steps include; completing an application, passing a criminal background screening, proof of stable income, providing references and multiple face-to-face interviews with the program Coordinator and the potential house mate. Home Owners are required to participate in a home inspection process during eligibility. Once all these requirements are completed successfully an applicant becomes a client and the process begins to find a compatible roommate that matches the client's needs, wants and preferences. Home Share Pinellas has developed a comprehensive and client-driven screening and matching process over the past 16 years to make the best in-home matches possible. Screening process focuses on client's safety, security, and affordability. Each compatible match is unique based upon the needs and interests of the individuals involved. It is up to clients to decide who they want to live with and HSP Program Coordinator is with the client every step of the way. The initial eligibility process consists of a background screenings and references checks. HSP conducts a face-to-face interview to learn more about a client's specific needs and interests. When conducting the match search, we start looking for good potential matches. When we have approved applicants, we think might be a fit, we discuss the compatibility potential. We then plan a telephone conversation to review and if that goes well, we plan an introductory meeting at the Home Owner's home with HSP personnel facilitating the meeting. When a Match agreement occurs there is a detailed lease agreement that is reviewed and signed by both parties. The lease agreement outlines mutual expectations including details such as rent, housekeeping responsibilities, visitors, work schedules and notice procedures to end the match status. HSP Program Coordinator stays in regular contact with the clients throughout the life of the match and is available as needed.

D.5. Provide the geographic service area(s) and hours and days for the program during contract period.

HSP has been proudly serving Pinellas County residents for over 19 years, and with support from AAAPP, has even further expanded into Pasco County as well. The geographic service areas (listed by city) for individuals matched in our program are as follows: St. Petersburg: 31 Largo: 14 Clearwater: 13 Palm Harbor: 5 Dunedin: 4 Oldsmar: 4 Gulfport: 2 Pinellas Park: 2 New Port Richey: 6 Program hours are generally regular business day hours; however, due to the nature of meeting with clients around their schedules, the Program Coordinator works evenings and weekends as part of service delivery. Applicants can reach out to HSP and apply through our website 24/7/365 and our Program Coordinator is always available to clients for support.

D.6. Describe the program staff, including qualifications, expertise, and credentials, if required.

Program Coordinator: Cathy Coomes, M.S. hired in 2013 (12 years tenure), performs all program service delivery components. With extensive background in clinical social services, particularly with seniors, she provides navigation with a person-centered approach as the first point of customer call or email contact, application processing, data tracking in PHMIS, and customized match services. She has expanded her responsibilities to detailed data tracking, program statistics, and community presentations. The Program Coordinator's skill is a craft, and her long-term job satisfaction and loyalty is apparent to all stakeholders. Executive Director/Contract Manager: Robbin Redd, M.A. hired in 2011 (14 years tenure), serves as ED of TSHA and nonprofit LCHC and directly supervises HSP. As Contract Manager, she leads all budget utilization, fund development, grant writing, and direct support empowering HSP. Her experience reflects an understanding of how people and nonprofits thrive with sound fiscal oversight, positive strength-based programming, leadership, and agency diversification. Accounting & HR Specialist: This professional position involves complete in-house accounting operations in agency stewardship, adheres to Government Auditing Standards and HUD financials regulations and operating regulations, and any applicable State, City, County and program funder regulations and policies. Program & Community Specialist: This new agency position as of 2022 serves in a critical role in leading projects and assisting management in all aspects of client programming and community engagement. The role is dynamic in facilitating marketing and promotions, community outreach, and resource development to support program needs and event coordination. Day-to-day operations include leading internal administrative business and interfacing with program participants and agency partners.

E. Program Outcomes and Goals

Completed by robbin.redd@tarponhousing.com on 4/1/2025 1:25 PM

Case Id: 18926

Name: Local Community Housing Corporation

Address: *No Address Assigned

E. Program Outcomes and Goals

Please provide the following information.

E.1. Describe the goal(s) of the program using the Program Goals and Outcomes Template [Program Goals and Outcomes Template](#). Please download, complete, and upload below. Include for each goal being addressed:

- **Outcomes** - *Describe the changed state in the program participants or broader community that can be measured and identified. Include % change.*
- **Indicators** - *Identify qualitative and quantitative indicators to measure the outcomes.*
- **Methods of Evaluation** - *Identify how these outcomes will be measured (e.g. surveys, staff observation, program plans, assessments, self-reports.*
- **Measurement Intervals** – *Identify when the measures will be captured. (The goals and objectives must be measurable within a twelve (12) month period.)*



Outcomes and Goals Template Save as Outcomes and Goals Agency name *Required

FY26 SAF Outcomes and Goals - LCHC Home Share Pinellas.docx

E.2. What information will be collected to demonstrate program success?

Service units for HSP are defined as individuals served in matches (a successful home share between a homeowner as the home provider and a tenant as the renter). The number of service units that HSP is striving to provide in FY26 is 30 new, unduplicated individuals served in the program for the year. This calculation is based on increasing matches. HSP had 21 matches in 2023. As a goal for FY26, HSP aims to increase the number of matches by 30%, which would bring the goal number of matches for FY24-25 to 28 (30% of 21 = 7, and 21+7 = 28 new matches). With 28 new matches to serve unduplicated individuals for the new year, this brings the number of individuals served in matches in the program to 56 (28 matches x 2 individuals per match [1 homeowner and 1 renter] = 56 individuals).

E.3. Describe how client/individual data is collected. (Please be specific on the platform your program uses if you collect data electronically, and the interval at which data is collected)

The success of HSP will continue to be evaluated both qualitatively and quantitatively for reporting and strategic planning purposes. HSP will continue to measure the success of our program by reaching or even exceeding our FY26 goals, which include increasing the number of participants and extending our reach in this region of Florida. Programming and customer service success is measured qualitatively through client surveys. The data from these responses measures the improved quality of life for the homeowners and renters we serve and their positive testimonials of how HSP has helped them secure a quality, lasting, affordable, happy housemate living arrangement through stable and thriving home sharing. Clients complete a written results-based survey within 60 days of being matched in our program. Our HSP Lead Program Coordinator provides quarterly follow-ups and is also available as a support system for our matched clients. The success of our qualitative process is reflected in our survey results, as between 2022-2024, 98% of clients reported that they are very satisfied with HSP services and 100% would recommend HSP to others. Our data supports the success of our program in the form of quantitative metrics as well.

Our organization has been a member in excellent standing with the Pinellas Homeless Management Information System (PHMIS), an online data management system managed by the Homeless Leadership Board of Pinellas County, for over 8 years. Our organization's participation in this system has allowed HSP to share pertinent data related to our clients such as demographic information, housing status, identifying client needs and what services were provided to have a successful outcome for the client. The methodology used to share this data is through the PHMIS client data system, where information gathered from the client is inputted, stored, and shared electronically with member agencies on a monthly basis. Participating in PHMIS has given HSP a more efficient method to track client data and measure our program success in a credible system. In addition to utilizing the PHMIS system, our HSP Lead Program Coordinator also internally tracks data and demographics and reviews trends monthly with management (Executive Director). This information includes the number of inquiries and referrals, applicants (both homeowners and renters), ongoing matched clients (both home providers and renters), new (unduplicated) matched clients, renter exits from the program who secured quality permanent housing, and demographics of our clients. By measuring program data internally as well, this captures a complete picture of the success of individuals served by HSP.

F. Budget

Completed by robbin.redd@tarponhousing.com on 4/1/2025 1:48 PM

Case Id: 18926

Name: Local Community Housing Corporation

Address: *No Address Assigned

F. Budget and Financial Sustainability

Please provide the following information.

F.1. Total Agency budget for entire organization (local) This should be the largest amount.

\$361,082.22

F.2. Total Program budget. Amount currently allocated to fund the program with the requested Social Action Funding.

\$0.00

F.3. Total Pinellas County Social Action Funding request.

\$95,303.22

F.4. What percentage of the program budget will be funded with Pinellas County Social Action Funding?

26.00%

F.5. What other funders also financially support this program? To include the amount of funding and what those funds are used for.

Tarpon Springs Housing Authority, \$265,779.00 Tarpon Springs Housing Authority supports the salary and Fringe for Contract Manager Executive Director Robbin Redd and salary for Finance Project Manager Chekmazov responsible for A/P, A/R budget creation and reimbursement submittal. Also supports utilities such as IT services and electricity.

F.6. What other Pinellas County funding does the organization receive for any and all programs?

AAAP Funding ending in July 2025.

F.7. Describe the organizations plan for financial and program sustainability beyond fiscal year 2026.

Yes, beyond the expiration of the Pinellas County- Social Action resources. The Board of Commissioners and staff team have a history of being fully committed to providing the services of Home Share Pinellas. Pinellas County and the state population continues to growth exponentially. Therefore, housing demand is high which is driving astronomically high homeowner housing market and sustained high rental housing rates. Individuals in need of affordable permanent housing have become desperate, unable to secure a reasonable rent place to live much less the top dollar deposit requirements. These desperate times drive up depression and anxiety in fear of homelessness. The housing, townhome and condo stock in Pinellas fit for a small to medium family are now experiencing single household members that are unable to keep up with homeownership expenses along with the negative side effects on their medical and mental health from living alone. The housing navigation services of Home Share Pinellas are free to all applicants and after years of success, home sharing is becoming a mainstream affordable housing option. HSP has had a history of diversified budget over the last decade including: two (2) Pinellas County CDBG Grants 2015 and 2018, Board Giving, Pinellas Community Foundation Grant 2019 and also 2021, Pinellas Social Action Grant 2022 and 2023, Home Provider donations and St. Timothy's Church donation 2019 and a current AAAP funding ending in July 2025. The remainder of the budget is funded by LCHC reserves. The Board of Directors and Executive Director firmly believe in HSP. In order to grow the

program and empower additional affordable housing options that directly reduces loss of homes and preventing homelessness, staff capacity and marketing strategies must be prioritized. It is our hope that Pinellas County Social Action review committee sees the current value of Home Share Pinellas and the infinite potential it has to be a highly utilized affordable housing solution throughout Pinellas County. Management will continue to seek resources to support the simple and reasonable Home Share Pinellas programming costs in addition to creating a strong fund development program to motivate foundations and public donors to support the cause. LCHC has decades of accountability reflective in annual audits- LCHC: Mgt Letter, Audit, Financial Statement and Form 990 prepared by a Certified Public Accountant with "no findings of deficiencies" consecutively for a minimum of 6 years through the current ED tenure. The nonprofit corporation submits required financial reporting IR Code 1986 Printed By: Robbin Redd on 6/19/2023 23 of 27 and 501(c)3 to US IRS. The Treasurer leads all financial matters with intimate direction from the Board: prepares monthly balance income expenses sheets, a profit and loss statement and financial review outcome reports are filed.

F.8. Please download and complete the [Annual Budget](#) form.



Annual Budget Narrative *Required

HSP FY26 Annual Budget Report - Pinellas Social Action.xlsx

G. Required Documents

Completed by robbin.redd@tarponhousing.com on 4/1/2025 3:50 PM

Case Id: 18926

Name: Local Community Housing Corporation

Address: *No Address Assigned

G. Required Documents

Please upload the following documents.

Documentation

☒ **Proof of 501(c)(3) status save as 501c3 Agency name *Required**
501 c3 Status Letter of Determination LCHC 5-2007.pdf

☒ **Proof of incorporation in the State of Florida for at least one (1) year Save as Incorporation Agency name *Required**
LCHC 501 c3 LCHC Letter of Incorporation 5-2007.pdf
SUNBIZ LCHC Corporation Status April 2024.pdf

☒ **Most Recent Financial and Single Audit (required if available) or IRS Form 990 (only if audit unavailable) Save as Audit Agency name *Required**
The Local Community Housing Corporation 3-31-23 Form 990.pdf

☒ **W-9 with legal name which matches that of applicant name Save as W9 Agency name *Required**
LCHC W9 04-01-25.pdf

☒ **Current Certificate of Insurance Save as Insurance Agency Name *Required**
Certificate of Insurance LCHC.pdf

☒ **Completed [Internal Control Checklist](#) Save as Internal Control Checklist Agency name *Required**
LCHC Internal Control Checklist 2025.docx

☒ [Annual Budget Report](#) Save as Annual Budget Agency name ***Required**

HSP FY26 Annual Budget Report - Pinellas Social Action.xlsx

☒ **Outcomes and Goals Template** Save as Outcomes and Goals Agency name ***Required**

FY26 SAF Outcomes and Goals - LCHC Home Share Pinellas.docx

☐ **Current state licenses or registrations**

***No files uploaded*

☒ **Local Agency Organizational Chart** Save as Org chart Agency name ***Required**

TSHA LCHC Organizational Chart Entity Structure - March 2025 (002).pdf

☒ **Program Job Descriptions, if funding supports salaries if applicable** Save as Job Descriptions Agency name

LCHC HSP Program Coordinator Job Description.pdf

LCHC HSP Executive Director Job Description.pdf

LCHC HSP Program and Community Specialist Job Description.pdf

☒ [Housing First Checklist, if applicable](#) Save as Housing First Agency name

Housing First Checklist 2025.pdf

☐ **Shelter Entrance Criteria, if applicable** Save as Shelter Entrance Criteria Agency name

***No files uploaded*

☒ [Data Control Questionnaire](#) Save as Data Control Questionnaire Agency Name ***Required**

LCHC Internal Control Checklist 04-01-25.pdf

☒ [HS E-Verify Affidavit](#) Save as Everify Agency name ***Required**

LCHC Tarpon Springs Housing Authority - E-Verify profile.pdf

☒ **Board Member List, Including mailing and email addresses and phone numbers, if applicable Save as Board Members Agency name**
LCHC Board Member List 2025.docx

☐ **Accreditation, if applicable Save as Accreditation Agency name**
***No files uploaded*

☒ **Human Trafficking Affidavit Save as Human Trafficking Agency Name *Required**
Human Trafficking Affidavit 2025.pdf

☒ **Travel / Mileage policy if funding is requested Save as Travel policy Agency name**
Travel-Mileage Policy 2025.pdf

☒ **Conflict of Interest Policy if available Save as Conflict of Interest Agency name**
TSHA - LCHC Conflict of Interest Disclose Form 11-24 .pdf

☒ **Program Policy and Procedures if available Save as Program Policy and Procedures Agency Name**
HSP Culture Policy and Procedures.pdf

Submit

Completed by robbin.redd@tarponhousing.com on 4/1/2025 3:52 PM

Case Id: 18926

Name: Local Community Housing Corporation

Address: *No Address Assigned

Certification

Once an application is submitted, it can only be "Re-opened" by an Administrator.

By clicking submit, I certify that I am an authorized representative of the proposing agency and the information contained in this application is true and accurate to the best of my knowledge and due diligence.

I also understand that applications are limited to one per organization, and if more than one application is submitted by my organization, only the most recent will be considered for funding.

Authorized Representative Signature

Robbin Redd

Electronically signed by robbin.redd@tarponhousing.com on 4/1/2025 3:51 PM

Date Submitted

04/01/2025

Program Description

Completed by jamie.skiba@baycare.org on 3/17/2025 3:50 PM

Case Id: 18928

Name: Morton Plant Hospital Association, Inc.

Address: *No Address Assigned

Program Description

Please provide the following information.



Social Action Funding Application for the funding period of October 1, 2025 - September 30, 2026

**Pinellas County Board
of County
Commissioners**
Human Services
440 Court St, 2nd Floor
Clearwater, FL 33756

Pinellas County Human Services is accepting applications from qualified non-profit organizations desiring to provide social services to low-income residents of Pinellas County.

The Social Action Grant Program provides funding to social service organizations for priority services that directly support Pinellas County.

The attached Social Action Grant Program application instructions outline the competitive process for the selection of organizations to receive Social Action Funding Grants as allocated by the Pinellas County Board of County Commissioners (Board) for FY 2026

Funding applications are limited to a minimum of \$10,000.00 and a maximum of \$150,000.00. Only one (1) application may be submitted per agency. Applicants may apply for either a large award (\$100,000.00 - \$150,000.00), or a small award (\$10,000.00 - \$99,999.00). A maximum of five large awards will be made, with the remainder of funding allocated to small awards. The amount requested does not guarantee an award. Actual awards will be based on the recommendation of the review committee and approval of the Board. The funding priorities for the Social Action Grant Program are:

- **Food and Nutritional Services:** including food banks, meal delivery, congregate dining, and related supportive services.
- **Homeless Prevention and Supportive Services:** including homeless outreach and engagement, prevention and diversion services, system navigation, and shelter and housing support.
- **Healthcare and Human Services for Disadvantaged Residents:** including, but not limited to, specialized healthcare services, workforce development, life skills training and support, transportation or mobility assistance, chore services, health and hygiene support, and specialized mentoring or educational programs for disadvantaged populations.

- **Supportive Services for an Aging Population:** any of the above listed types of programs or additional supportive programs targeted to an aging population.

The submission deadline for all applications is April 4, 2025 at 4:00 PM (no exceptions). Organizations must utilize the online application through the Neighborly System. Please allow ample time for submission and technological challenges, as late applications will not be accepted. For questions regarding your application, please contact: Amanda Craft at acraft@pinellas.gov.

ELIGIBILITY CRITERIA

- ☒ The applicant organization must agree to the terms and conditions contained in the Pinellas County Social Action Program Agreement. **NO EXCEPTIONS** to the terms and conditions of the agreement will be permitted. The County reserves the right to update these terms and conditions from time to time and as needed to meet the needs of the County.

DISCLAIMER

- ☒ Pinellas County Government reserves the right to: 1) cancel the application process; 2) accept or reject any or all applications received; 3) waive any non-substantive deficiency or irregularity, waive or remedy any technical or immaterial errors; 4) request any necessary clarifications of proposal data without changing the terms of the proposal; 5) negotiate with any qualified applicant; 6) award a contract in what it believes to be the best interest of the County; 7) cancel the request, in part or its entirety, if it is deemed to be in the best interest of the County; 8) reject the program of any applicant that has previously failed to perform properly; 9) reject the program of any applicant who has failed to complete a contract within the specified timeframe; 10) reject the program of any applicant that is not in a position to fulfill a resulting contractual obligation.

EXCLUSIONS

The following are not eligible for Social Action Grant funding:

1. Capital Expenses
2. Improvements to Real Properties
3. Indirect Cost Rate (e.g. a fixed % of the program budget; direct costs are allowable)
4. Research studies or technical assistance
5. Employee or volunteer incentives
6. Legal fees or any expenses specifically related to criminal activity including court costs, citations, restitution, child support, alimony, or immigration related expenses
7. Alcohol, tobacco, firearms or lottery tickets
8. Expenses related to immigration or returning to country of origin
9. Gift Cards
10. Money orders
11. Property taxes
12. Vehicle purchases

FATAL CRITERIA

- Agency has not been incorporated in the State of Florida for a minimum of one (1) year.
- Agency does not have a 501 (c) (3) status for a minimum of one (1) year.
- Agency is not in compliance with an existing County contract at the time of submission.
- Agency's proposal is under/over the minimum (\$10,000.00)/ maximum (\$150,000.00).
- Application is late (system will not allow incomplete or late submissions).
- Application does not include a budget.

Please [CLICK HERE](#) to download a copy of the full program description.

☒ I acknowledge that I have clicked the above link and reviewed all program documentation.

Please [CLICK HERE](#) to download a copy of the Agreement.

☒ I acknowledge that I have clicked the above link and reviewed and agree to all terms.

Please [CLICK HERE](#) to view Frequently Asked Questions

NOTE: Incomplete applications will not be accepted by the system.

Eligibility

Completed by jamie.skiba@baycare.org on 3/17/2025 3:50 PM

Case Id: 18928

Name: Morton Plant Hospital Association, Inc.

Address: *No Address Assigned

Eligibility

Please provide the following information.

1. Is the applicant organization a non-profit 501 (c) (3) organization for at least one (1) year and incorporated in the State of Florida for at least one (1) year prior to date of application? The program is funded by local tax revenue. As such, publicly funded organizations are not eligible for awards under this solicitation.

Yes

2. Is the applicant organization the organization providing the proposed services? Subcontracting of contractual services is prohibited.

Yes

3 Do the proposed programs/services serve residents of Pinellas County?

Yes

4. Is the mission of the applicant organization consistent with the goals of the Social Action Grant Program to address the health, economic, and social well-being of Pinellas County residents in need of assistance? The applicant organization must not discriminate against any applicant for employment or employee with respect to hire, tenure, terms, conditions or privileges of employment or any matter directly or indirectly related to employment or against any client because of age, sex, race, ethnicity, color, religion, national origin, disability, marital status, or sexual orientation.

Yes

5. Does the applicant organization discriminate against any person on the basis of age, sex, race, ethnicity, color, religion, national origin, disability, marital status or sexual orientation in admission, treatment, or participation in its programs, services and activities?

No

6. Do the programs proposed by faith-based organizations have a secular purpose, and do not require worship or religious instruction activities? Services provided by faith-based organizations must be available to all Pinellas County residents, not solely for congregation members.

N/A

7. Are you an individual seeking financial assistance for yourself or another individual?

No

A. Agency Information

Completed by jamie.skiba@baycare.org on 4/3/2025 9:37 PM

Case Id: 18928

Name: Morton Plant Hospital Association, Inc.

Address: *No Address Assigned

A. Agency Information

Please provide the following information.

LEGAL AGENCY INFORMATION (FOR CONTRACT)

A.1. Legal Organization Name

MORTON PLANT HOSPITAL ASSOCIATION INC

A.2. DBA (if applicable)

USF-MPM Family Medicine Residency/Turley Family Health Center

A.3. Legal Address

300 Pinellas Street CLEARWATER, FL 33756

PROJECT INFORMATION

A.4. Program Name/Project Title

Personalized Exercise Program (PERx)

A.5. Summary - provide a brief summary of program and how funding would be utilized.

BayCare's Turley Family Health Center, in partnership with Morton Plant Hospital and the University of South Florida-Morton Plant Mease (USF-MPM) Family Medicine Residency program, will provide a Personalized Exercise Program (PERx) to qualifying underserved Pinellas County residents. This program includes six free physical therapy assistant sessions aimed at teaching participants to establish an at-home exercise program to self-manage their conditions. This initiative will serve approximately 10-15 patients per week. The PERx program is dedicated to the philosophy that exercise is medicine, emphasizing therapeutic movement to help patients (1) self-rehabilitate musculoskeletal injuries, (2) prevent falls, and (3) promote physical activity to prevent and manage chronic disease while optimizing patient outcomes. The PERx program meets a community need for providing rehabilitation services and physical activity education to underserved populations in Pinellas County. These residents often require physical therapy, weight management, or exercise to manage chronic diseases but face barriers due to

APPLICATION CONTACT INFORMATION

A.19. First Name

Jamie

A.20. Last Name

Skiba

A.21. Contact Person/Title

Pre-Award Grant Coordinator

A.22. Contact Email

Jamie.skiba@baycare.org

A.23. Telephone

6302721024

A.24. Executive Officer with signing authority First Name

Danielle

A.25. Executive Officer with signing authority Last Name

Mauck

A.26. Executive Officer Title

VP, Research and Sponsored Programs

A.27. Executive Officer Email

danielle.mauck@baycare.org

A.28. Executive Officer Phone Number

(727) 519-1904

inadequate insurance coverage. Exercise prescription programs have been shown to improve patients' energy, mood, sleep, weight, strength, and quality of life. Regular exercise also reduces the risk of heart disease, stroke, diabetes, cancer, and neurological disease, which disproportionately affect underserved populations. Funding for this program will sustain and expand services currently provided to improve the health of patients at the Turley Family Health Center in Pinellas County.

A.6. Physical Program Address

807 N. Myrtle Avenue Clearwater, FL 33759

A.7. Program Manager First Name

Charisse

A.8. Program Manager Last Name

Hout

A.9. Program Manager Title

Assistant Director, USF-MPM Family Medicine Residency

A.10. Program Manager Email

Charisse.huot@baycare.org

A.11. Program Manager Phone Number

(727) 467-2513

A.12. Social Action Funding Priority Area

Note: Only one (1) application may be submitted per organization. If more than one is submitted, only the first will be considered for funding.

Healthcare and Human Services for Disadvantaged Residents

A.13. Funding Category **ONLY SELECT ONE**

☒ \$10,000.00-\$99,999.00

☐ \$100,000.00-\$150,000.00

A.14. Total Amount Requested

Note: Max request is \$150,000.00

\$68,350.00

A.15. Taxpayer/Employer ID

590624462

A.16. Unique Entity Identifier (UEI- Federal SAM.GOV

Number, if registered

RL4GHCZKDKZ7

A.17. Date of incorporation in Florida

05/19/1965

A.18. Date of 501(c)(3) Status

07/14/2008

B. Organization Profile

Completed by jamie.skiba@baycare.org on 4/3/2025 2:52 PM

Case Id: 18928

Name: Morton Plant Hospital Association, Inc.

Address: *No Address Assigned

B. Organization Profile

Please provide the following information.

B.1. Describe how the mission and purpose of the agency align with the funding priority area.

Our Mission: To teach patients customized, self-managed, home-based, rehabilitation programs, and to empower them to improve their health through movement by promoting exercise as medicine. Our Vision: To improve access to rehabilitation services by providing patients an in-house resource to learn self-directed, home-based care for their acute and chronic musculoskeletal conditions. To help patients improve their overall health and wellness by encouraging, guiding, motivating, and facilitating their ability to maximize movement and exercise for the prevention and treatment of chronic medical conditions. The PERx program provides collaborative, team-based patient care with a Physical Therapy Assistant, Sports Medicine physician, and primary care physicians at our outpatient family medicine clinic, which is an NCQA-designated Patient-Centered Medical Home. The PERx program is inclusive of disadvantaged populations and seniors, and those who have barriers to transportation or other social determinants of health that impact their ability to receive specialized health care services. PERx offers 3 main services to patients: 1. General Exercise Prescription – Personalized exercise program targeted to the general population of Pinellas County Residents. The therapist designs accessible, affordable exercise programs to help patients improve their health, prevent disease, and increase their self-efficacy at managing chronic conditions. Regular exercise reduces the risk of heart disease, stroke, diabetes, cancer, and neurological disease. This falls into the Healthcare and Human Services for Disadvantaged Residents category by offering free preventative, weight management, and chronic disease management exercise courses for Pinellas County residents who are unable to afford services. 2. Musculoskeletal rehab – Targeted to the general population. Customized program to help patients self-rehabilitate a minor musculoskeletal injury or condition. The most common conditions managed include: lower back pain, neck pain, shoulder disorders (e.g., rotator cuff injuries, impingement), knee pain (e.g., osteoarthritis, meniscal tears), hip pain, and tendinitis (e.g., Achilles, wrist and elbow). This falls into the Healthcare and Human Services for Disadvantaged Residents category by offering free physical therapy for Pinellas County residents who are unable to afford services. 3. Fall prevention – Targeted to the aging population. Program of gait and balance training to improve mobility and reduce the risk of falls and injuries. This falls into the Supportive Services for an Aging Population category because we screen all elderly (65+) on Medicare for fall risk and refer those unable to access services to the PERx program.

B.2. Describe your board membership and how the board is reflective of the target population.

Our board membership is designed to be highly reflective of the target population, ensuring a broad range of perspectives and expertise. It includes a variety of community stakeholders, contributing to a diverse and well-rounded decision-making process. The board comprises professionals from diverse medical fields such as anesthesia associates, vascular specialists, and orthopedic surgeons, who provide valuable insights into patient care and medical procedures. Additionally, business perspectives are represented with experts in real estate, wealth management, and law, offering guidance on finance and legal compliance. Our board comprises diverse backgrounds, including over 40% women and 10% who identify as people of color.

B.3. Explain the organization's experience relevant to the proposed priority area.

Since 1998, we have extensive experience serving Pinellas County, particularly low-income residents of Clearwater. The

program is a collaboration between USF and Morton Plant Hospital to offer care to residents of Pinellas County while training the next generation of physicians. The USF-MPM Family Medicine Residency at Turley Family Health Center in Clearwater, Florida, operates two clinics: the Family Medicine Clinic and the Women's Clinic. Annually, we handle around 25,000 office visits, providing care for patients of all ages with diverse medical issues. Besides standard primary care, we offer maternity care, sports medicine, behavioral health, pharmacy, ultrasound, and weight management, and gynecologic procedures. Over 50% of our predominantly low-income patient population is uninsured or underinsured. Serving the community is built into the residency experience at Turley. Residents participate in various service activities, including free back-to-school and pre-participation physicals, annual community blood pressure and skin cancer screenings, and referrals through our partnership with the Homeless Empowerment Program (HEP). Our community outreach extends throughout the Greenwood Community (ZIP code 33755). The PERx program, launched in fall 2024, is a testament to our community partnerships. In its pilot phase, it has served 125 patient encounters, addressing conditions such as obesity, gait/balance disorders, lower back pain, neck pain, shoulder disorders, etc.

B.4. Describe your onboarding process and program implementation timeline across the organization and for this program.

The Physical Therapy Assistant (PTA) was hired and onboarded through the initial program launch in October 2024. Following this pilot launch, quality analysis identified that additional funding is needed to sustain staffing of the specialized healthcare service and expand the program's reach, patient access to, and efficacy of the program intervention. By October 2025, staff plan to increase the number of visits the PTA will offer per patient from 3 to 6, improve access to program services by eliminating transportation barriers, and include telephonic and electronic health coaching services between visits to improve continuity of the program and ensure effective changes are sustained. The only additional training the PTA will require is certification in Health Coaching and training on the Urberhealth platform for requesting patient rides to appointments. The PTA is the primary role delivering services and no other staff will be hired as part of the program. The sustainability and expansion of the program that will be funded by this grant is targeted for 2025-2026.

October 2025: Expand program visits to 6 per cycle (up from 3). Hold monthly meetings with residents to discuss PERx program and distribute informational pamphlets (ongoing) Certify Physical Therapy Assistant in Health Coaching Train and launch Uberhealth transportation services Begin tracking program data and establish reporting processes (ongoing through September 2026, with regular meetings with the BayCare Grants Office)

November 2025: Launch telephonic and electronic health coaching services with Physical Therapy Assistant Purchase necessary supplies (e.g., walkers, weights, TheraBand, etc.). Add transportation question to screening assessment

Ongoing (Starting October 2025): Conduct 25 weekly encounters with Pinellas County residents through Physical Therapy Assistant services, reaching at least 205 patients per year.

C. Community Needs

Completed by jamie.skiba@baycare.org on 4/3/2025 2:57 PM

Case Id: 18928

Name: Morton Plant Hospital Association, Inc.

Address: *No Address Assigned

C. Community Needs

Please provide the following information.

C.1. Clearly identify the need to be addressed through the proposed program.

The proposed program aims to address critical healthcare needs among Pinellas County residents who would benefit from increased physical activity but lack the necessary resources. The Turley Family Health Center serves a historically disadvantaged and uninsured/underinsured patient population, with 2024 payor demographics showing 41% Medicaid, 6% BayCare financial assistance, and 6% uninsured. Many patients also experience transportation barriers. For instance, elderly patients or those requiring physical therapy often struggle with transportation if they rely on public transit, due to limited access to buses and connections that require walking to reach the clinic facility. The proposed project addresses the needs of three distinct patient populations in Pinellas County: General Exercise Prescription for Chronic Disease Prevention/Weight Management: Underserved patients with chronic diseases, such as arthritis, hypertension, and diabetes, face significant barriers to accessing preventative care, including exercise programs and costly gym memberships. Regular exercise is crucial for managing these conditions and preventing complications, yet many patients do not have the resources or support to implement a consistent exercise regimen. Barriers such as lack of insurance coverage and access to transportation further exacerbate these challenges, preventing patients from receiving the care they need. 30% of currently served Pinellas County patients fall under this category. Musculoskeletal rehab: Many patients with conditions that require physical therapy, such as musculoskeletal injuries (e.g., sprains, fractures, and arthritis), lack the insurance coverage to complete the recommended care. This gap in care can lead to prolonged recovery times and an increased risk of complications. 58% of the PERx program's currently served Pinellas County patients are referred to the program under this need. Fall prevention is a critical need for the aging population. Approximately one-fifth (21%) of Turley's patients are over 60 years old and at risk of falls. The population is quickly aging with 45% of patients being over the age of 50 (24% between the ages of 50 and 60 and 21% being 65 or older). The Stopping Addiction and Falls for Elderly (SAFE) Act, HR 7618, introduced on February 18, 2025, validates and underscores the need for fall prevention interventions. While fall risk screening is part of the annual Medicare physical, uninsured and underinsured patients lack the time and means to access therapy interventions to address their fall risk. 12% of the PERx program's currently served patients are referred to the program under this need. The PERx program provides a targeted, sustainable solution to Pinellas County resident needs. The program addresses needs of Pinellas County residents through free physical therapy and a customized exercise program to self-rehabilitate and improve overall health by establishing an at-home exercise routine.

C.2. Provide current supporting statistics or data specific to Pinellas County such as needs assessments, interviews, waiting lists, surveys, trends and/or analyses to demonstrate the need described in C1.

The Turley Family Health Center, part of BayCare's integrated health system, is a vital resource for the Greenwood community in downtown Clearwater, Florida. This area has been designated by the Health Resources and Services Administration (HRSA) as both a Medically Underserved Area (MUA) and a Primary Care Health Professional Shortage Area (HPSA). Turley Family Health Center houses two key clinics: (1) Family Medicine Clinic – Provides comprehensive care from newborns to adults, including pediatrics, chronic disease management, and behavioral health services. The clinic serves a predominantly low-income population, with 17.84% identifying as Black and 58% covered by Medicaid or Medicare. (2) Women's Clinic – Specializes in gynecologic, obstetric, and pre/postnatal care. The patient population is

similarly underserved, with 21.36% identifying as Black, 16% speaking Spanish as their primary language, and 80% covered by Medicaid or Medicare. Additionally, 21% of patients at Turley Family Health Center are older adults (65+), 6% are uninsured, and another 6% receive BayCare financial assistance, highlighting the critical need for accessible, community-based care. Needs Assessment BayCare is dedicated to addressing the diverse health needs of our community. As part of this effort, Morton Plant Hospital conducts a Community Health Needs Assessment (CHNA) every 3 years. The purpose of the CHNA is to understand the health needs, barriers, and Social Determinants of Health (SDoH). Each cycle, BayCare leads the All4HealthFL Collaborative, including local health departments and hospital systems, to administer surveys collecting data from Pinellas County residents on their top concerns and health priorities. The results inform community-based programs, such as the PERx program. The Pinellas County 2022 Community Health Needs Assessment revealed significant health care gaps which helped inform the PERx Program: 1. Economic Barriers: 10% of residents over the age of 65 live below the poverty level; 15.9% of families are below the poverty level surrounding the Turley clinic (zip code 33755), compared with the Pinellas County average of 7.0%; The Index of Disparity/Health Equity Index surrounding the clinic (zip code 33755) is high at 73.7. 2. Chronic Disease and Obesity: 63.8% of adults are either overweight or obese; 22% of adults are sedentary; Incidence of chronic conditions in the Medicare population: Hypertension: 61.2%, Hyperlipidemia: 58%, Rheumatoid arthritis or osteoarthritis: 36.7%, ischemic heart disease: 34.4%, Diabetes: 24.2%, Osteoporosis: 9%, Stroke: 5.1%. 3. Fall Risk: According to the Florida Department of Health, one of the leading causes of injuries in Pinellas County is Falls (56%). Pinellas County's older population (65 and over) makes up 76% of those injured by falls and 86% of those who die from falling.

C.3. Is the program new and innovative, or is funding sought to expand capacity or service in an existing program, or continuation of current funding? No points to be assessed for this question.

Expand Capacity or Service

C.4. If new and innovative, discuss what is currently being done in the community to address the need and how this program differs to provide better results. If expanding capacity, describe the current services available in the community, numbers unserved, and how the proposed program will reduce the number of unserved. If continuation of funding discuss what has been done to obtain alternate funding?

The Turley Family Health Center, with pilot funding from the Morton Plant Mease Health Care Foundation, initiated the Personalized Exercise Program (PERx) in November 2024. This program currently offers three sessions with a physical therapy assistant, focusing on establishing a safe and effective home exercise or physical therapy routine (i.e., Exercise Prescription). To date, the program has served 125 patients, averaging 5-7 patients per week. However, the current funding does not meet the community need for increased therapy sessions per patient to ensure sustainability of at-home practice based on the clinical standard of six sessions. Funding from the pilot program will end in December 2025, and we need to ensure funding to maintain and expand the program. Currently, patients are being offered a sequence of three sessions to establish an at-home routine by the end of the session sequence. With funding from the Pinellas County Social Action Fund, the program aims to double the number of sessions from three to six, aligning with the standard of care for effective physical therapy and allowing the patients more time with the physical therapy assistant to ensure they understand the prescribed exercise program and can perform the recommended activities safely. This expansion aligns with the program's evaluation goals by enhancing the patient experience, increasing retention of self-rehabilitation knowledge and skills, and fostering greater confidence in adhering to the prescribed home exercise program. This expansion will not only increase the availability of sessions per patient, but we also seek to double the number of patients served per week from 5-7 encounters per week to 25 encounters per week, for a total of 1,225 total encounters per year and an estimated 205 unique patients. Funding from Pinellas County Social Action Fund will assist us with several innovative aspects to reduce identified barriers for patients to access these free services. (1) Transportation- To address transportation barriers and enhance accessibility, the program proposes integrating UberHealth services for patients who are unable to access appointments or rely on public transportation to attend the clinic. (2) Virtual Services - Additionally, telephonic and virtual health coaching will be offered between physical therapy

sessions to provide continuous support and tailored guidance to patients in between the six free sessions. To support the integration of this enhancement, we will incorporate existing hospital transportation screening questions into the patient evaluation process. This will help identify individuals facing transportation insecurity, allowing providers to document this information in the medical record and ensure eligible patients have access to Uber Health services and that follow up is conducted when needed.

If currently funded, please provide outcomes/utilization/success?

☐ **Outcomes/Utilization/Success**

***No files uploaded*

C.5. Describe how the proposed program will coordinate with existing programs in the community. If program is working with partners, please include a collaborative letter showing how both sides would be working on project.

The proposed program will coordinate closely with existing community programs, leveraging the long-standing partnership between BayCare/Morton Plant Hospital and the University of South Florida-Morton Plant Mease Family Medicine Residency Program at Turley Family Health Center. Morton Plant Hospital is a 687-bed hospital in Clearwater, Florida, and part of the BayCare Health System, the largest not-for-profit integrated health services delivery network in the region. BayCare connects individuals and families to a wide range of services across 16 hospitals and over 340 service locations throughout West Central Florida. Turley Family Health Center is a unique BayCare Medical Group office and medical home for underserved residents in Pinellas County and the training base for family medicine residents and PERx. Established in 1998, the USF-Morton Plant Mease Family Medicine Residency Program in Clearwater trains family physicians to provide high-quality, compassionate care. This three-year program welcomes eight residents per class, including community-based training and volunteer experiences. Residents provide outpatient care at the Turley Family Health Center, the first residency practice site in Florida to receive Patient-Centered Medical Home™ Recognition from the NCQA, a prestigious designation for commitment to patient-centered care. Turley serves as the primary referral source for PERx program patients, with referrals made by both physicians and residents. In 2024, Turley performed over 20,000 encounters for over 6,000 patients. At Turley, two sports medicine-trained faculty hold weekly sports medicine clinics. During their orthopedic and sports medicine rotations, year two and three residents work alongside these faculty members and sports medicine fellows to provide specialized care. As part of the PERx program, residents and faculty will collaborate with the Physical Therapy Assistant to design tailored exercise programs for patients with specific diagnoses. The Physical Therapy Assistant ensures that patients receive individualized rehabilitation support, working closely with faculty and residents to facilitate appropriate referrals and optimize patient outcomes. In addition to clinical experience, residents conduct original research under the guidance of BayCare/USF faculty. One related project is a Quality Improvement initiative focused on the PERx program as a fall prevention intervention, measuring the number of referred patients who complete the program. BayCare partners with the YMCA on fall prevention. PERx fills a gap in our current offerings. BayCare and the YMCA offer Enhance Fitness, an evidence-based fall prevention program focusing on strength, balance, and movement to help older adults stay active and independent. Unfortunately, this program is not yet available at the Clearwater YMCA. Continued funding of the PERx Program at Turley would ensure access to a fall prevention for Clearwater residents.

Please upload Collaborative Letter

☒ **Collaborative Letter**

LOS USF -Signed.pdf

D. Scope of Services

Completed by jamie.skiba@baycare.org on 4/3/2025 9:44 PM

Case Id: 18928

Name: Morton Plant Hospital Association, Inc.

Address: *No Address Assigned

D. Scope of Services

Please provide the following information.

Program Specifics

D.1. Describe the proposed program. Services to be delivered should be clearly identified. Include information regarding evidence-based practices or best practice models used, if applicable.

The PERx program offers personalized exercise and rehabilitation programs created by a Physical Therapist Assistant (PTA) and Sports Medicine Health Professionals. Through PERx, patients can improve their energy, mood, sleep, weight, strength, and quality of life while also reducing the risk of heart disease, stroke, diabetes, cancer, and neurological disease. Program components include: (1) Referral: Patients are screened and referred by a Turley physician or resident physician. Referral criteria include a diagnosed musculoskeletal condition, a chronic disease such as arthritis, a need for weight management, or identification as a fall risk based on Medicare screening. All patients are eligible for referral, ensuring access to care for all. Program Services: The PERx program offers six free physical therapy sessions to referred patients. It provides personalized exercise plans tailored to each patient's diagnoses. Key services include energy conservation techniques, proper body mechanics, and correct use of assistive devices. Additionally, the program integrates breathing techniques, energy-efficient exercises, and environmental modifications to enhance quality of life. The goal is to ensure patients can continue the prescribed exercises independently at home. Safety Awareness: The PERx program ensures patients can perform exercises and daily activities safely, minimizing injury risk. This includes home safety measures like removing obstacles and installing grab bars. It emphasizes proper use of equipment, exercise safety, fall prevention, posture, pain management, and medication awareness. Enhanced Services: The PERx program will expand its services due to the grant, enhancing support provided by the PTA. In addition to increasing to 6 free physical therapy sessions, the program will offer telephonic and virtual health coaching between visits. The grant also includes a MedBridge subscription for health education and UberHealth for transportation-insecure patients.

D.2. What will the funding be used to purchase or pay for to support the program? This should align with the attached Annual Budget and Operational Narrative and the selected priority area (A.12. of the application). Include how does this funding request supplement, not duplicate, current program funding?

Funding will support the salary of the Physical Therapy Assistant who staffs the PERx program. By funding this salary, the grant will increase the capacity of the role, enabling us to serve more patients and allowing for the addition of more patient sessions, increasing from 3 to 6 sessions per patient. Current grant funding from the Morton Plant Hospital Foundation supporting this position will end in December 2025, making this funding essential to maintaining the program's continuity. The funding will also support program enhancements to provide the curriculum and equipment needed for program operation. The funding will support continued access to MedBridge, a software platform providing both patient and provider health education tools and resources. This will enhance the overall rehabilitation experience. The funds will also be used to purchase new equipment for the PERx rehabilitation space, which includes free weights, Therabands, foam blocks, a rolling walker, and a shower bench to assist in demonstrating safe transfers and proper use of mobility devices. Supplemental funding from the grant will help address transportation needs for transportation-insecure patients. This includes the costs of Uber Health services, which will help improve access to appointments for patients facing transportation barriers.

D.3. Describe program services including frequency, duration and intensity. Example: Weekly financial literacy sessions for 20 clients for 6 months or completion of curriculum.

For each referred patient, the PERx program includes 6 sessions with the Physical Therapy Assistant. The initial sessions are 60 minutes long, while follow-up sessions are 30 minutes. Patients have the option to schedule weekly appointments or schedule follow-up sessions spaced 3-4 weeks apart. Additionally, virtual check-in sessions are available between in-person visits to provide ongoing support and ensure at-home exercises are being conducted safely, and answer any patient questions in between sessions. The overall duration of the program varies, but patients typically complete all 6 sessions within a span of 3-4 weeks in between each session.

D.4. What is the target population and eligibility criteria for the program?

The target population is the patients at Turley Family Health Center, with demographics as described above. We serve a large number of patients with Medicaid, Medicare and patients who are uninsured. Our population has many social determinants of health that create barriers to health care. Referrals can come from any Turley physician or resident physician. The referring physician checks for eligibility based on the following criteria: (1) existence of musculoskeletal conditions (e.g., lower back pain, neck pain, shoulder disorders like rotator cuff injuries or impingement, knee pain such as osteoarthritis or meniscal tears), (2) identification as a fall risk via Medicare screening, which involves screening all patients aged 65 and older for fall risk using the ad hoc validated screening tool in Cerner (BayCare's EMR), and (3) diagnoses of chronic conditions (e.g., osteoarthritis, arthritis, diabetes mellitus, hypertension) with a need for a general exercise or weight management prescription. Additionally, BayCare screens for transportation insecurity to identify patients who need access to UberHealth services.

D.5. Provide the geographic service area(s) and hours and days for the program during contract period.

The PERx program primarily serves patients in the north Greenwood community (33755) in downtown Clearwater, which is designated as a medically underserved area and an area of primary care health professions shortage by the Health Resources and Services Administration (HRSA). The program is open to patients Monday through Friday 8:30am-5:00pm. Patients get one session a week for six weeks. The initial appointment is one hour and follow-up session are 30 minutes (5 total). At each session, patients learn exercises related to their diagnosis with focus on establishing independence so that the exercise program can be continued at home when the six-session free program is completed. To establish a home practice, patients will be able to check-in with the Physical Therapy Assistant in-between sessions through virtual visits and access the MedBridge Platform for demonstration videos and modules. The funds will only be used for Pinellas County Residents. The facility will offer scheduling Monday through Friday from 8:30am- 5:00pm.

D.6. Describe the program staff, including qualifications, expertise, and credentials, if required.

Services in the PERx program are provided by a licensed Physical Therapy Assistant, supervised by a licensed Family Medicine physician with a Certificate of Added Qualification in Sports Medicine. The team coordinates care with the patients' primary care physician. Eliana Ardila: Physical Therapist Assistant with over 10 years of experience at BayCare, dedicated to providing quality patient care and assisting with rehabilitation. Eliana promotes comprehensive patient care, treating patients with respect and dignity, using her clinical expertise and compassionate approach to improve outcomes and foster a supportive, healing environment. Eliana provided hands-on physical therapy treatments, assisted patients in improving mobility, strength, and overall function through tailored rehabilitation programs. Dr. Charisse Huot: Dr. Huot is a Diplomate of the American Board of Family Medicine and a Fellow of the American Academy of Family Physicians. She has served BayCare patients since 2010 and currently works as a faculty physician at the Turley Family Health Center. Her patient-centered practice considers all aspects of health – mind, body, and spirit – to form collaborative treatment plans that promote healing and wellness. Dr. Brennan: Dr. Brennan spent 12 years as an active-duty Army physician after completing his sports medicine fellowship. Dr. Brennan currently teaches at the USF-MPM Family Medicine Residency Program, where he is Assistant Director of the Sports Medicine Fellowship Program. Dr. Huot

and Dr. Brennan's roles include ensuring the program's integration with the Residency program, serving as a liaison between the PERx program and residency faculty, mentoring resident research related to the program. Dr. Brennan will provide guidance on exercise activities in the PERx program and collaboration with the Sports Medicine Clinic/Fellows.

E. Program Outcomes and Goals

Completed by jamie.skiba@baycare.org on 4/3/2025 9:44 PM

Case Id: 18928

Name: Morton Plant Hospital Association, Inc.

Address: *No Address Assigned

E. Program Outcomes and Goals

Please provide the following information.

E.1. Describe the goal(s) of the program using the Program Goals and Outcomes Template [Program Goals and Outcomes Template](#). Please download, complete, and upload below. Include for each goal being addressed:

- **Outcomes** - *Describe the changed state in the program participants or broader community that can be measured and identified. Include % change.*
- **Indicators** - *Identify qualitative and quantitative indicators to measure the outcomes.*
- **Methods of Evaluation** - *Identify how these outcomes will be measured (e.g. surveys, staff observation, program plans, assessments, self-reports.*
- **Measurement Intervals** – *Identify when the measures will be captured. (The goals and objectives must be measurable within a twelve (12) month period.)*



Outcomes and Goals Template Save as Outcomes and Goals Agency name *Required

FY24 SAF Outcomes and Goals Template (1).pdf

E.2. What information will be collected to demonstrate program success?

The evaluation plan provides evidence of progress in improving health access and outcomes for Pinellas County residents. The plan includes measurement of outputs (i.e., activities) to ensure the project is implemented with fidelity and outcomes (i.e., impact) to ensure the project is on track to improve health outcomes for Pinellas County residents. Outputs include: 1. Increase the number of total PERx program visits from 3 per patient to 6 per patient, supporting a more robust experience with a higher likelihood of patient retention of self-rehabilitation knowledge and skills, as well as greater confidence in maintaining the prescribed home exercise program. 2. Increase the number of referrals to the PERx program (currently at 145 referrals since November 2024). 3. Expand the services provided by the Physical Therapy Assistant to include telephonic and virtual health coaching to patients in between PERx visits. 4. Expansion of services to include patients with barriers to transportation, with funding for UberHealth. Metrics to measure these outcomes include tracking referral rates, program completion (completed all 6 sessions), and use of expanded services such as virtual coaching and UberHealth appointments. The evaluation team will measure outcomes to determine the impact of the program on changes in health outcomes and behavior. These will be tracked on monitored by the physical therapy assistant. Outcomes: 1. Improving balance and coordination of the aging population at increased risk of falls, to be assessed using pre- and post-intervention Mini-BESTest Balance Evaluation Systems Test, for patients referred for fall prevention. 2. Improving patients' self-rated sense of efficacy and confidence in maintaining a home exercise program, to be assessed using pre- and post-intervention Self-Efficacy for Home Exercise Programs Scale, for patients referred for a general exercise prescription. 3. Improving patients' pain and functioning, to be assessed using pre- and post-intervention patient self-rated pain scores, for patients referred for a musculoskeletal injury. The tools used to monitor these patient improvement goals will be the following. They are categorized based on the patient diagnoses (Musculoskeletal, fall prevention, etc.): Pain Scale: Measures a patient's pain intensity or other features. Pain scales are a common communication tool in medical contexts and are used in a variety of medical settings. Pain scales are necessary to assist with better assessment of pain and patient

Printed By: Amanda Craft on 4/4/2025

16 of 23

screening. (Musculoskeletal) Manual Muscle Test (MMT): A test performed via the application of external resistance by the practitioner to stress specific muscles to determine whether those muscles are sufficiently active/strong enough to meet the demands of daily activity. (Musculoskeletal) Berg Balance Test: Also known as the Berg Balance Scale (BBS), is a widely used assessment tool designed to evaluate a person's static and dynamic balance abilities. (Fall prevention) Timed Up and Go (TUG): A simple evaluative test used to measure functional mobility. The TUG test is commonly used to assess mobility, balance, and locomotor performance in elderly people with balance disturbances. (Fall prevention) Goniometry measurements: The use of instruments to measure the range of motion of body joints. Initial range-of-motion measurements provide a basis for developing a treatment or therapeutic exercise plan, and repeated measurements throughout the course of rehabilitation help determine whether improvement has been made and goals achieved. (Musculoskeletal) Exercise Vitals: A simple, evidence-based tool that healthcare providers and everyday people can use to identify risks associated with physical inactivity. By tracking minutes of moderate-to-vigorous exercise each week, early awareness of potential health threats is gained. (Weight management) Mini-BESTest: A quantitative assessment tool that aims to identify the disordered systems underlying postural control responsible for poor functional balance. By identifying the disordered systems underlying balance control, therapists can direct specific types of intervention for different types of balance problems. (Fall prevention) FIM test: The Functional Independence Measure (FIM) is an instrument developed as a measure of disability for a variety of populations and is not specific to any diagnosis. The FIM instrument includes measures of independence for self-care, including sphincter control, transfers, locomotion, communication, and social cognition. It uses the level of assistance an individual needs to grade functional status from total independence to total assistance. The tool is used to assess a patient's level of disability as well as changes in patient status in response to rehabilitation or medical intervention. (Fall prevention) Exercise log – Patients will use an exercise log to track their steps and minutes of physical activity, ensuring that an established at-home practice is in place. (All patients)

E.3. Describe how client/individual data is collected. (Please be specific on the platform your program uses if you collect data electronically, and the interval at which data is collected)

Client and individual data are collected using BayCare's Health Electronic System (Cerner), which allows for the electronic tracking of patient information. This includes details such as referrals, appointments, missed or canceled appointments, and whether patients complete their full 6-session physical therapy program. The Physical Therapy Assistant will regularly update this data in Cerner, ensuring accurate record-keeping. In addition, the Physical Therapy Assistant will collaborate with the Grants Officer Post-Award Coordinator to monitor progress towards program goals, ensuring that the program remains on track and outcomes are being met. The Physical Therapy Assistant will also administer relevant, validated survey tools or assessments based on the patient's diagnoses to track changes in mobility before and after treatment. These surveys will be used to measure the adoption of the exercise program as well. Data from these assessments will be collected at specific intervals, particularly at the beginning (pre-program) and at the conclusion (post-program) to evaluate patient progress and overall program outcomes. The BayCare Grants Officer will oversee the ongoing grants management, ensuring adherence to reporting requirements, monitoring the tracking of outcomes, and ensuring that grant spending aligns with the program's objectives. BayCare uses Grant Navigator to track program reporting outcomes and finances.

F. Budget

Completed by jamie.skiba@baycare.org on 4/3/2025 9:47 PM

Case Id: 18928

Name: Morton Plant Hospital Association, Inc.

Address: *No Address Assigned

F. Budget and Financial Sustainability

Please provide the following information.

F.1. Total Agency budget for entire organization (local) This should be the largest amount.

\$943,916,546.00

F.2. Total Program budget. Amount currently allocated to fund the program with the requested Social Action Funding.

\$88,634.14

F.3. Total Pinellas County Social Action Funding request.

\$68,350.00

F.4. What percentage of the program budget will be funded with Pinellas County Social Action Funding?

68.00%

F.5. What other funders also financially support this program? To include the amount of funding and what those funds are used for.

The Morton Plant Mease Health Care Foundation funded the initial pilot of the program beginning in November 2024. This funding will run out at the end of December 2025 with the total amount of \$76,828.60,

F.6. What other Pinellas County funding does the organization receive for any and all programs?

None

F.7. Describe the organizations plan for financial and program sustainability beyond fiscal year 2026.

As part of BayCare Health System, the Morton Plant Hospital has several internal and external sources of revenue to ensure the long-term sustainability of the program. By ensuring sustainability, the program's training methods and strategies will exponentially impact the target population by providing all residents with exposure and training on working with unhoused populations. Internally, the Morton Plant Mease Health Care Foundation offers funding to worthwhile community projects that meet the hospitals' funding priorities and previously funded the pilot of this program. Additionally, BayCare offers a CHNA Grant program, which is aligned with the organization's Community Health Needs Assessment (CHNA) Survey. This resource is frequently used to support community programs, either in conjunction with external funding or as a replacement when external funding ends. In 2023, BayCare's operating revenues grew to \$5.5 billion, enabling the health system to increase its Community Benefit spending by \$65 million to a total of \$557 million. This represents approximately 10% of BayCare's revenue, which was allocated to charity care, subsidizing the underinsured, and supporting community services. Externally, the BayCare's Grants Office will actively supports any challenges with sustainability efforts by identifying and securing institutional funding from government agencies, foundations, and corporate partners. As part of BayCare, the project team has access to a dedicated Grants Office that produces prospecting reports and supports projects in acquiring external funding. The Grants Office will identify national funders and explore local foundations such as the Tampa Bay Community Foundation and Pinellas Community Foundation for supplemental funding. Beyond fiscal year 2026, we plan to initiate billing for health coach

services to help support the Physical Therapy Assistant salary (outside of PERx Program).

F.8. Please download and complete the [Annual Budget](#) form.



Annual Budget Narrative *Required

MPHA_PERx_FY26 Annual Budget Report.pdf

G. Required Documents

Completed by jamie.skiba@baycare.org on 4/3/2025 9:35 PM

Case Id: 18928

Name: Morton Plant Hospital Association, Inc.

Address: *No Address Assigned

G. Required Documents

Please upload the following documents.

Documentation



Proof of 501(c)(3) status save as 501c3 Agency name *Required

501c3 Morton Plant Hospital Association.pdf



Proof of incorporation in the State of Florida for at least one (1) year Save as Incorporation Agency name

***Required**

Incorporation Morton Plant Hospital Association.pdf



Most Recent Financial and Single Audit (required if available) or IRS Form 990 (only if audit unavailable) Save as Audit Agency name *Required

Audit Morton Plant Hospital Association.pdf



W-9 with legal name which matches that of applicant name Save as W9 Agency name *Required

W-9_Morton Plant Hospital Association, Inc.pdf



Current Certificate of Insurance Save as Insurance Agency Name *Required

BCHS Insurance, Ltd..pdf



Completed [Internal Control Checklist](#) Save as Internal Control Checklist Agency name *Required

MPHA_Internal Control Checklist.pdf

☒ [Annual Budget](#) Report Save as Annual Budget Agency name ***Required**

Annual Budget_MPHApdf.pdf

☒ **Outcomes and Goals Template Save as Outcomes and Goals Agency name ***Required****

FY24 SAF Outcomes and Goals Template (1).pdf

☒ **Current state licenses or registrations**

MPHA_License Information.pdf

☒ **Local Agency Organizational Chart Save as Org chart Agency name ***Required****

Organization Chart_Morton Plant Hospital Association.pdf

☒ **Program Job Descriptions, if funding supports salaries if applicable Save as Job Descriptions Agency name**

Physical Therapist Assistant Job Description_MPHA.docx

☐ [Housing First Checklist, if applicable](#) Save as Housing First Agency name

***No files uploaded*

☐ **Shelter Entrance Criteria, if applicable Save as Shelter Entrance Criteria Agency name**

***No files uploaded*

☒ [Data Control Questionnaire](#) Save as Data Control Questionnaire Agency Name ***Required**

Data Control Questionnaire_MPHA.pdf

☒ [HS E-Verify Affidavit](#) Save as Everify Agency name ***Required**

EVerify_MPHA.pdf

☐ **Board Member List, Including mailing and email addresses and phone numbers, if applicable Save as Board Members Agency name**
***No files uploaded*

☐ **Accreditation, if applicable Save as Accreditation Agency name**
***No files uploaded*

☒ **Human Trafficking Affidavit Save as Human Trafficking Agency Name **Required***
Human Trafficking Affidavit_MPHA.pdf

☐ **Travel / Mileage policy if funding is requested Save as Travel policy Agency name**
***No files uploaded*

☒ **Conflict of Interest Policy if available Save as Conflict of Interest Agency name**
Conflict of Interest_POLICIES AND PROCEDURES.pdf

☐ **Program Policy and Procedures if available Save as Program Policy and Procedures Agency Name**
***No files uploaded*

Submit

Completed by jamie.skiba@baycare.org on 4/3/2025 9:49 PM

Case Id: 18928

Name: Morton Plant Hospital Association, Inc.

Address: *No Address Assigned

Certification

Once an application is submitted, it can only be "Re-opened" by an Administrator.

By clicking submit, I certify that I am an authorized representative of the proposing agency and the information contained in this application is true and accurate to the best of my knowledge and due diligence.

I also understand that applications are limited to one per organization, and if more than one application is submitted by my organization, only the most recent will be considered for funding.

Authorized Representative Signature

Danielle Mauck

Electronically signed by jamie.skiba@baycare.org on 4/3/2025 9:49 PM

Date Submitted

04/03/2025

Program Description

Completed by bwagner@brookwoodflorida.org on 3/14/2025
12:24 PM

Case Id: 18940

Name: Brookwood Florida

Address: *No Address Assigned

Program Description

Please provide the following information.



Social Action Funding Application for the funding period of October 1, 2025 - September 30, 2026

**Pinellas County Board
of County
Commissioners**
Human Services
440 Court St, 2nd Floor
Clearwater, FL 33756

Pinellas County Human Services is accepting applications from qualified non-profit organizations desiring to provide social services to low-income residents of Pinellas County.

The Social Action Grant Program provides funding to social service organizations for priority services that directly support Pinellas County.

The attached Social Action Grant Program application instructions outline the competitive process for the selection of organizations to receive Social Action Funding Grants as allocated by the Pinellas County Board of County Commissioners (Board) for FY 2026

Funding applications are limited to a minimum of \$10,000.00 and a maximum of \$150,000.00. Only one (1) application may be submitted per agency. Applicants may apply for either a large award (\$100,000.00 - \$150,000.00), or a small award (\$10,000.00 - \$99,999.00). A maximum of five large awards will be made, with the remainder of funding allocated to small awards. The amount requested does not guarantee an award. Actual awards will be based on the recommendation of the review committee and approval of the Board. The funding priorities for the Social Action Grant Program are:

- **Food and Nutritional Services:** including food banks, meal delivery, congregate dining, and related supportive services.
- **Homeless Prevention and Supportive Services:** including homeless outreach and engagement, prevention and diversion services, system navigation, and shelter and housing support.
- **Healthcare and Human Services for Disadvantaged Residents:** including, but not limited to, specialized healthcare services, workforce development, life skills training and support, transportation or mobility assistance, chore services, health and hygiene support, and specialized mentoring or educational programs for

disadvantaged populations.

- **Supportive Services for an Aging Population:** any of the above listed types of programs or additional supportive programs targeted to an aging population.

The submission deadline for all applications is April 4, 2025 at 4:00 PM (no exceptions). Organizations must utilize the online application through the Neighborly System. Please allow ample time for submission and technological challenges, as late applications will not be accepted. For questions regarding your application, please contact: Amanda Craft at acraft@pinellas.gov.

ELIGIBILITY CRITERIA

- ☒ The applicant organization must agree to the terms and conditions contained in the Pinellas County Social Action Program Agreement. **NO EXCEPTIONS** to the terms and conditions of the agreement will be permitted. The County reserves the right to update these terms and conditions from time to time and as needed to meet the needs of the County.

DISCLAIMER

- ☒ Pinellas County Government reserves the right to: 1) cancel the application process; 2) accept or reject any or all applications received; 3) waive any non-substantive deficiency or irregularity, waive or remedy any technical or immaterial errors; 4) request any necessary clarifications of proposal data without changing the terms of the proposal; 5) negotiate with any qualified applicant; 6) award a contract in what it believes to be the best interest of the County; 7) cancel the request, in part or its entirety, if it is deemed to be in the best interest of the County; 8) reject the program of any applicant that has previously failed to perform properly; 9) reject the program of any applicant who has failed to complete a contract within the specified timeframe; 10) reject the program of any applicant that is not in a position to fulfill a resulting contractual obligation.

EXCLUSIONS

The following are not eligible for Social Action Grant funding:

1. Capital Expenses
2. Improvements to Real Properties
3. Indirect Cost Rate (e.g. a fixed % of the program budget; direct costs are allowable)
4. Research studies or technical assistance
5. Employee or volunteer incentives
6. Legal fees or any expenses specifically related to criminal activity including court costs, citations, restitution, child support, alimony, or immigration related expenses
7. Alcohol, tobacco, firearms or lottery tickets
8. Expenses related to immigration or returning to country of origin
9. Gift Cards
10. Money orders
11. Property taxes
12. Vehicle purchases

FATAL CRITERIA

- Agency has not been incorporated in the State of Florida for a minimum of one (1) year.
- Agency does not have a 501 (c) (3) status for a minimum of one (1) year.
- Agency is not in compliance with an existing County contract at the time of submission.
- Agency's proposal is under/over the minimum (\$10,000.00)/ maximum (\$150,000.00).
- Application is late (system will not allow incomplete or late submissions).
- Application does not include a budget.

Please [CLICK HERE](#) to download a copy of the full program description.

☒ I acknowledge that I have clicked the above link and reviewed all program documentation.

Please [CLICK HERE](#) to download a copy of the Agreement.

☒ I acknowledge that I have clicked the above link and reviewed and agree to all terms.

Please [CLICK HERE](#) to view Frequently Asked Questions

NOTE: Incomplete applications will not be accepted by the system.

Eligibility

Completed by bwagner@brookwoodflorida.org on 3/14/2025
12:25 PM

Case Id: 18940

Name: Brookwood Florida

Address: *No Address Assigned

Eligibility

Please provide the following information.

1. Is the applicant organization a non-profit 501 (c) (3) organization for at least one (1) year and incorporated in the State of Florida for at least one (1) year prior to date of application? The program is funded by local tax revenue. As such, publicly funded organizations are not eligible for awards under this solicitation.

Yes

2. Is the applicant organization the organization providing the proposed services? Subcontracting of contractual services is prohibited.

Yes

3 Do the proposed programs/services serve residents of Pinellas County?

Yes

4. Is the mission of the applicant organization consistent with the goals of the Social Action Grant Program to address the health, economic, and social well-being of Pinellas County residents in need of assistance? The applicant organization must not discriminate against any applicant for employment or employee with respect to hire, tenure, terms, conditions or privileges of employment or any matter directly or indirectly related to employment or against any client because of age, sex, race, ethnicity, color, religion, national origin, disability, marital status, or sexual orientation.

Yes

5. Does the applicant organization discriminate against any person on the basis of age, sex, race, ethnicity, color, religion, national origin, disability, marital status or sexual orientation in admission, treatment, or participation in its programs, services and activities?

No

6. Do the programs proposed by faith-based organizations have a secular purpose, and do not require worship or religious instruction activities? Services provided by faith-based organizations must be available to all Pinellas County residents, not solely for congregation members.

N/A

7. Are you an individual seeking financial assistance for yourself or another individual?

No

A. Agency Information

Completed by bwagner@brookwoodflorida.org on 4/4/2025 3:09 PM

Case Id: 18940

Name: Brookwood Florida

Address: *No Address Assigned

A. Agency Information

Please provide the following information.

LEGAL AGENCY INFORMATION (FOR CONTRACT)

A.1. Legal Organization Name

Brookwood Florida, Inc.

A.2. DBA (if applicable)

A.3. Legal Address

901 7th Ave. South St. Petersburg, FL 33705

PROJECT INFORMATION

A.4. Program Name/Project Title

Therapeutic care for teen girls in crisis

A.5. Summary - provide a brief summary of program and how funding would be utilized.

For almost 100 years, Brookwood Florida has been a beacon of hope for adolescent girls providing over 12,000 girls and young women with the opportunity to heal, grow, and ultimately thrive in a safe and nurturing home environment. Brookwood Florida provides adolescent girls (ages 13 – 17) who have been victims of human trafficking, neglect, and other forms of abuse with an alternative safe living environment and therapeutic program encompassing education, employability skills, independent living training and counseling that will prepare them for self-sufficiency or successful family reunification. Brookwood Florida serves south Pinellas County and is located in south St. Petersburg (zip code 33705 in the high needs CRA area of Campbell Park). Due to various behavioral challenges and past emotional trauma, Brookwood's target population encompasses adolescent young women who are not easily placed in nontherapeutic foster home settings. These girls have been hurt at the hands of those meant to care for them. If funded, a grant of \$35,000 from Pinellas County Social Action will help

APPLICATION CONTACT INFORMATION

A.19. First Name

Breanna

A.20. Last Name

Wagner

A.21. Contact Person/Title

Development Administrator

A.22. Contact Email

Bwagner@Brookwoodflorida.org

A.23. Telephone

7278224789111

A.24. Executive Officer with signing authority First Name

Angie

A.25. Executive Officer with signing authority Last Name

Gibney

A.26. Executive Officer Title

Executive Director

A.27. Executive Officer Email

Agibney@Brookwoodflorida.org

A.28. Executive Officer Phone Number

(727) 822-4789

provide up to 40 girls in crisis with therapeutic care through the work of our Lead Counselor. Due to past emotional trauma and behavioral challenges, the adolescent girls we serve are not easily placed in nontherapeutic foster home settings. Brookwood Florida is their only hope for compassionate gender specific residential care.

A.6. Physical Program Address

901 7th Ave. South St. Petersburg, FL 33705

A.7. Program Manager First Name

Angie

A.8. Program Manager Last Name

Gibney

A.9. Program Manager Title

Executive Director

A.10. Program Manager Email

Agibney@Brookwoodflorida.org

A.11. Program Manager Phone Number

(727) 822-4789

A.12. Social Action Funding Priority Area

Note: Only one (1) application may be submitted per organization. If more than one is submitted, only the first will be considered for funding.

Healthcare and Human Services for Disadvantaged Residents

A.13. Funding Category **ONLY SELECT ONE**

☒ \$10,000.00-\$99,999.00

☐ \$100,000.00-\$150,000.00

A.14. Total Amount Requested

Note: Max request is \$150,000.00
\$35,000.00

A.15. Taxpayer/Employer ID

59-0624387

A.16. Unique Entity Identifier (UEI- Federal SAM.GOV Number, if registered)

Printed By: Amanda Craft on 4/4/2025

MAMCPJVHBBG9

A.17. Date of incorporation in Florida

08/19/1927

A.18. Date of 501(c)(3) Status

01/10/1962

B. Organization Profile

Completed by bwagner@brookwoodflorida.org on 4/4/2025 3:58 PM

Case Id: 18940

Name: Brookwood Florida

Address: *No Address Assigned

B. Organization Profile

Please provide the following information.

B.1. Describe how the mission and purpose of the agency align with the funding priority area.

The mission of Brookwood Florida, Inc. is to provide struggling, neglected, sexually abused and at risk for human trafficking adolescent girls ages 13-17 with an alternative living environment and therapeutic program encompassing education, employability skills, independent living training, and therapeutic counseling that will prepare them for self-sufficiency and/or a successful family reunification. The purpose of Brookwood's program is to help these young women develop the skills, self-concepts, and maturity levels sufficient to successfully become self-supporting and productive members of the community and to also help facilitate family reunification when that is a desired goal. In addition, our vision is to reduce generational cycles of abuse and family dysfunction by providing the most effective therapeutic residential program for at-risk teen girls in the state of Florida. We are a part of the Campbell Park community in south St. Petersburg. Many of our young women attend school at Gibbs High School and John Hopkins Middle School. Both of these schools serve youth who come from homes where the Opportunity Index is low (per the Juvenile Welfare Board of Pinellas County) and where there are limited opportunities for children and families to thrive. Brookwood Florida aligns with the Pinellas County Human Services Social Action funding priorities through our specific work with our adolescent girls in the areas of specialized healthcare services (therapeutic care), workforce development and life skills training (incorporated into our work with all of the clients we serve). In addition, all of the girls we serve come from disadvantaged backgrounds and we provide services in one of highest need areas of Pinellas County in the Campbell Park neighborhood of south St. Petersburg. Brookwood Florida is well aligned.

B.2. Describe your board membership and how the board is reflective of the target population.

At Brookwood Florida we believe in the value of lived experience. Our Board Chair was once a struggling young woman like the ones served by our organization. The wounds she carried were healed at Brookwood Florida and she was supported her on her path to self-sufficiency. Today, she gives back as our current Board Chair and her experience drives our commitment to compassionate care and excellence. Being in Pinellas County, our Board of Director's is also representative of the community. 80% reside in Pinellas County with 50% coming from St. Petersburg where we are located. Furthermore, like the population we serve, 50% of Board members are female, and we have a Board member who also was formerly homeless like many of the clients we serve. We also have three Board members who are representative of our diverse community. All Board members are passionate about helping at-risk/homeless girls and understand the importance of maintaining active oversight and involvement with our agency's mission.

B.3. Explain the organization's experience relevant to the proposed priority area.

For almost 100 years, Brookwood Florida has been a beacon of hope for adolescent girls ages 13 to 17 who have endured emotional, physical, and sexual abuse to those meant to care for them. Our mission is to provide these young women with the opportunity to heal, grow, and ultimately thrive in a safe and nurturing environment. Brookwood Florida has positioned itself as a leader with a proven track record housing and caring for vulnerable young women. In the 1970's, due to rising community need, our agency pivoted to address gaps, and it began focusing on therapeutic, residential services for abused, homeless, human trafficked and neglected "non-pregnant" teen girls who had no other

viable housing options. Our clients struggle with emotional problems beyond the scope of normal adolescence and represent a challenging teen population that is traditionally difficult to place and counsel in non-therapeutic residential settings. Girls are placed via the Florida Department of Children and Families, placed directly by families in crisis, or are adult teen girls referred by local crisis centers. Through the years, we have positively impacted the lives of over 12,000 young women, providing them with support and solace in the face of unimaginable challenges.

B.4. Describe your onboarding process and program implementation timeline across the organization and for this program.

All staff pass Background checks, meet educational requirements, interview process, and must meet ethical and confidentiality agreements along with training.

C. Community Needs

Completed by bwagner@brookwoodflorida.org on 4/4/2025 3:51 PM

Case Id: 18940

Name: Brookwood Florida

Address: *No Address Assigned

C. Community Needs

Please provide the following information.

C.1. Clearly identify the need to be addressed through the proposed program.

Brookwood's neglected, sexually abused and at risk for human trafficking, and previously homeless girls struggle with trauma leading to emotional outbursts that are way beyond the scope of normal adolescence and represent a challenging teen population that is truly impossible to place and counsel in non-therapeutic residential settings.

C.2. Provide current supporting statistics or data specific to Pinellas County such as needs assessments, interviews, waiting list trends and/or analyses to demonstrate the need described in C1.

Brookwood Florida is located in the area of Campbell Park, zip code 33705 St. Petersburg, identified by the Juvenile Welfare Board of Pinellas County as ranking "Very Low" in the Child Opportunity Index (<https://www.jwbpinellas.org/wp-content/uploads/2020/03/Opportunity-Overall-Produced-2019-ZIP-Codes-11x17-1.pdf>). Furthermore, Pinellas County Schools has identified this same area as part of the "Transformation Zone" area (requiring additional supports) in order for children and youth to bridge the achievement gap. Way Suncoast (which also serves Pinellas County) has also identified our area as a high need area with disproportionately larger number of ALICE (Asset Limited, Income Constrained, Employed) families who struggle to meet the basic needs and who are barely getting by (<https://uwsuncoast/viz/CommunityConditions/2024ZipCodeAnalysis>). Furthermore, all Children's Hospital Johns Hopkins Medicine Community Health Needs Assessment (CHNA) 2022 recently found that after Access to Health and Social Services, Mental Health was the second highest need in Pinellas County. Per focus group participant feedback, it was noted that in Pinellas County "Kids need to be given tools about how to deal with emotions and talk openly about and normalize mental health." ([https://www.hopkinsmedicine.org/health/communication-strategies/media/migration/all-childrens-hospital/documents/community/in-the-community/community-health-needs-assessment/2022-johns-hopkins-hospital-community-health-needs-assessment-final-report-\(002\)](https://www.hopkinsmedicine.org/health/communication-strategies/media/migration/all-childrens-hospital/documents/community/in-the-community/community-health-needs-assessment/2022-johns-hopkins-hospital-community-health-needs-assessment-final-report-(002))). The Florida Blue Foundation also reports that "Florida ranks 35th among all states for prevalence of mental health issues and is one of the 5 worst states for mental health care (Behavioral Health Data Profile for Florida. Data Brief. Florida Hospital Association. Published May 2023. Source - <https://fha.org/common/Uploaded%20files/FHA/Health%20Care%20Issues/Increasing%20Access%20to%20Behavioral%20Health%20Data%20Profile%20for%20Florida%202024.pdf>). Our extensive experience, research, and reporting tell us that girls between the ages of 13 through 17 represent the largest segment of a burgeoning mentally fragile population today. They increasingly exhibit acute deficiencies in education and life skills training that require more intensive counseling to help them meet the challenges of adult life. All these conditions directly affect the girls we serve. Without access to therapeutic care these girls are left in crisis. As a non-profit organization, Brookwood Florida is the only licensed therapeutic residential program in Pinellas County exclusively devoted to at-risk girls ages 13 to 17.

C.3. Is the program new and innovative, or is funding sought to expand capacity or service in an existing program, or continuation of current funding? No points to be assessed for this question.

Expand Capacity or Service

C.4. If new and innovative, discuss what is currently being done in the community to address the need and how this program will provide better results. If expanding capacity, describe the current services available in the community, numbers unserved, and how the proposed program will reduce the number of unserved. If continuation of funding discuss what has been done to obtain alternative funding.

funding?

Funding is being sought to support the continuation of current programming that is being repositioned to meet increased demand. Brookwood Florida has embarked in an exciting project of long-term infrastructure improvements on our campus. As we prepare to increase our capacity to serve more young women, we are utilizing the upstairs apartment of the Young Women's Residence (YWR building) to provide additional housing for girls in need. Counselors (currently upstairs in the YWR building) will move downstairs to better accommodate the therapeutic components of our program. This renovation creates dedicated office space for our clinical staff and a strategic shift allows us to maximize available resources providing critical support to the young women in our care. Additional funding can be generated through individual donations received from individual donors such as: Board Members, Service Clubs, and Caring Community Members. We have also secured and accepted investments from the City of St. Petersburg through a CDBG grant to help us launch and complete the infrastructure improvements on our campus. We are excited to be able to offer the young women under our care a more improved campus in the year to come. Our efforts to continue to secure funding for our program are as follows: In 2024 / 2025 Brookwood Florida was the recipient of funding from the following sources: STATE / LOCAL: - FL Department of Child and Family Services - City of St. Petersburg - Pinellas County Human Services FOUNDATION: - Pinellas Community Foundation - Community Foundation of Tampa Bay UNITED WAY: - United Way Suncoast DONATIONS: - Individual Donors - 100% Board Giving - Brookwood's Annual Fundraising Event. However, despite the success of our fundraising team, without the support of Pinellas County Social Action funds the organization would suffer greatly. There are limited resources available to our organization and we would not be able to care for the comprehensive therapeutic needs of the girls under our roof. We may have to turn away girls who have been victims of incomprehensible life traumas.

If currently funded, please provide outcomes/utilization/success?



Outcomes/Utilization/Success

Outcomes Utilization Success - Brookwood Florida.pdf

C.5. Describe how the proposed program will coordinate with existing programs in the community. If program is working with other organizations, please include a collaborative letter showing how both sides would be working on project.

Brookwood maintains formal service contracts with the Florida Department of Children and Families and Medicaid. We also collaborate with various local service providers to maximize client services that provide specific ancillary services for our residents. These collaborations are accomplished by utilizing referral relationships, exchanging relevant information, and via placement agreements. Specifically, Brookwood regularly coordinates services with Pinellas County, the City of St. Petersburg, the Pinellas County Health Department, Pinellas County Schools, the University of South Florida Internship Program, the Council on Accreditation, Medicaid, and cultural/social/fitness groups in order to enhance our girls' health and social experiences.

Please upload Collaborative Letter



Collaborative Letter

***No files uploaded*

D. Scope of Services

Completed by bwagner@brookwoodflorida.org on 4/4/2025 3:40 PM

Case Id: 18940

Name: Brookwood Florida

Address: *No Address Assigned

D. Scope of Services

Please provide the following information.

Program Specifics

D.1. Describe the proposed program. Services to be delivered should be clearly identified. Include information regarding evidence-based practices or best practice models used, if applicable.

Our comprehensive program includes comprehensive therapeutic care, life skills, education, and workforce readiness: Mental Health / Therapeutic Care by MA Level Counselors Each girl is assigned a counselor for individualized intake, assessment, and planning. All receive individual and group sessions. All start with a tentative treatment plan consisting of adjustment, building rapport, becoming familiar with the rules, and identifying treatment goals. Treatment plans evolve with the developing needs of each adolescent girl. Education All of the girls are enrolled in an education program off campus. We complete school enrollment & utilize multiple schools within the area to ensure we find the appropriate programs. Schools consist of zoned schools, credit recovery, GED programs etc. Our counselor works closely with school counselors to ensure each youth is successful. Grades & attendance are monitored. We also have weekly tutoring. Workforce Readiness Training All are assessed for readiness at intake based on age & experience level. We help them secure employment or volunteer - if they are not old enough to work. Our counselor & youth care workers teach interview skills & help with creating resumes. We transport to interviews & to employment & track it. When receiving paychecks, we discuss banking options & help to create a savings account for each youth. Independent Living Skills Our curriculum was developed by Brookwood's Master level Counseling team in order to personalize it to the demographic and needs of our clients. It covers 24 essential life skills (financial responsibility, budgeting, communication, relationships, time mgmt., navigating transportation etc.). All are taught these skills individually and in group form - weekly and monthly. Brookwood Florida is also nationally accredited by the Council on Accreditation (COA) for Children and Family Services. This accreditation sets us apart from other non-profit organizations.

D.2. What will the funding be used to purchase or pay for to support the program? This should align with the attached Annual Budget and Operational Narrative and the selected priority area (A.12. of the application). Include how does this funding request supplement, not duplicate, current program funding?

Brookwood Florida is seeking a grant to pay for wages for our Lead Counselor, Ms. Shardeé McBride. Her salary is \$60,000. We are respectfully requesting \$35,000 in this grant and have a matching grant from the United Way Suncoast of \$25,000 for the year 2025.

D.3. Describe program services including frequency, duration and intensity. Example: Weekly financial literacy sessions for 20 clients for 6 months or completion of curriculum.

FREQUENCY, DURATION, & INTENSITY - Each client's time at Brookwood's residential program is based on individualized needs. Some girls only require temporary care and others remain in the program for a year or more. Duration is based on a professional assessment of the client's needs and family reunification status / capacity. Life Skills are taught individually and in group form - weekly and monthly. Tutoring is offered weekly throughout the stay of each client. UNITS OF SERVICE – This is determined by the number of clients "enrolled" in Brookwood's residential program. We

estimate serving 40 girls ages 13-17 in 2025-2026. This projected number is based upon census totals over the past few years.

D.4. What is the target population and eligibility criteria for the program?

Brookwood's target population includes sexually abused, at risk for human trafficking, neglected, previously homeless and neglected girls between the ages of 13 to 17 with trauma needs that exceed placement at any other program in our area. Eligibility is determined via a thorough intake assessment completed by our professional Therapeutic Counselors that includes presenting problems, risk factors, current living situation, past medical and psychiatric history, abuse/trauma history, diagnosis, mental status exam, and discharge plan. All Brookwood clients are classified as very low-income (no-income). They typically enter our program lagging far behind their peers in terms of educational advancement, independent living skills, and emotional/mental stability.

D.5. Provide the geographic service area(s) and hours and days for the program during contract period.

Brookwood's three-acre campus is located in St. Petersburg's Campbell Park neighborhood – an area identified by United Way Suncoast as having a large number of ALICE families and by Pinellas County Schools as an area that is a part of the "Transformation Zone" requiring additional resources and supports. We provide a very convenient and expanded location where the girls access school, work, community appointments, and cultural/recreational events. Brookwood's therapeutic residential program is available to residents, county-wide and we provide 24/7 therapeutic residential care - seven days a week - 365 days a year.

D.6. Describe the program staff, including qualifications, expertise, and credentials, if required.

Brookwood Florida is led by an experienced leader who is a Licensed Mental Health professional who has tenure with our organization of over 14 years. Brookwood's Executive Director is Angie Gibney, LMHC, QS, CCTP. Ms. Gibney is responsible for the administration of our non-profit therapeutic group home; training and supervision of employees and volunteers; public relations and fund development; strategic planning; contracting, and agency contract compliance with various entities. She also serves as our Program Director. Ms. Gibney began her association with Brookwood as an intern while a student in USF's Mental Health and Rehabilitation program. Hired as a therapeutic counselor in 2011, Ms. Gibney advanced to Primary Counselor, then Clinical Supervisor, before assuming her role as Brookwood's Program Manager in March 2020. She assumed the role of Executive Director/Program Director in 2023. Brookwood also has a part-time psychiatrist who provides client psychiatric evaluations, prescribes and monitors medications, plus a Master level Lead Counselor Ms. Shardee McBride. As a Lead Counselor at Brookwood, she oversees all intakes for new residents. In this leadership role, she works closely with the Executive Director to receive supervision and guidance, while also conducting peer reviews on the files of other counselors to ensure high standards of care. Shardee holds a Master of Science in Clinical Mental Health Counseling. With a strong foundation in counseling and a commitment to professional development, she is dedicated to supporting residents' mental health and fostering a collaborative environment at Brookwood. Our clinical team works in sync with our youth care workers to keep clients focused on the important aspects of their treatment plan. Brookwood employees also complete annual trainings required by the FL - DCF & we are accredited by the Council on Accreditation (COA).

E. Program Outcomes and Goals

Completed by bwagner@brookwoodflorida.org on 4/4/2025 3:57 PM

Case Id: 18940

Name: Brookwood Florida

Address: *No Address Assigned

E. Program Outcomes and Goals

Please provide the following information.

E.1. Describe the goal(s) of the program using the Program Goals and Outcomes Template [Program Goals and Outcomes Template](#). Please download, complete, and upload below. Include for each goal being addressed:

- **Outcomes** - *Describe the changed state in the program participants or broader community that can be measured and identified. Include % change.*
- **Indicators** - *Identify qualitative and quantitative indicators to measure the outcomes.*
- **Methods of Evaluation** - *Identify how these outcomes will be measured (e.g. surveys, staff observation, program plans, assessments, self-reports.*
- **Measurement Intervals** – *Identify when the measures will be captured. (The goals and objectives must be measurable within a twelve (12) month period.)*



Outcomes and Goals Template Save as Outcomes and Goals Agency name *Required

Outcomes and Goals - Brookwood Florida.pdf

E.2. What information will be collected to demonstrate program success?

School grades. Case notes. Attendance. Client progress notes.

E.3. Describe how client/individual data is collected. (Please be specific on the platform your program uses if you collect data electronically, and the interval at which data is collected)

The Children's Functional Assessment Rating Scale (CFARS) is completed on each client at admission, every 3-6 months and at discharge to identify improvement, stagnation or regression by the Executive Director and Mental Health Counselors. This information is charted and reviewed every 3-6 months, and within 24 hours of discharge from the program. Staff observations are noted daily, case management notes are reviewed in staff team meetings weekly, and the girls are strongly encouraged by the counselor to self-report during therapeutic sessions. Treatment Barometers are completed on each client quarterly. This makes it easy to track identified behavioral issues and evaluate overall levels of progress. School attendance is charted each month and included in the monthly invoice to outside agencies. Other outcome measures are documented monthly and quarterly to ensure that Brookwood is meeting required outcomes. Data is collected electronically through dynamic Excel spreadsheets in order to use a universal format for stakeholders, funders and other collaborative organizations.

F. Budget

Completed by bwagner@brookwoodflorida.org on 4/4/2025 3:55 PM

Case Id: 18940

Name: Brookwood Florida

Address: *No Address Assigned

F. Budget and Financial Sustainability

Please provide the following information.

F.1. Total Agency budget for entire organization (local) This should be the largest amount.

\$2,524,900.00

F.2. Total Program budget. Amount currently allocated to fund the program with the requested Social Action Funding.

\$2,524,900.00

F.3. Total Pinellas County Social Action Funding request.

\$35,000.00

F.4. What percentage of the program budget will be funded with Pinellas County Social Action Funding?

1.38%

F.5. What other funders also financially support this program? To include the amount of funding and what those funds are used for.

United Way Suncoast, Pinellas Community Foundation, City of St. Petersburg, State of Florida per specifications in the Budget Report.

F.6. What other Pinellas County funding does the organization receive for any and all programs?

None

F.7. Describe the organizations plan for financial and program sustainability beyond fiscal year 2026.

Yes, we have existing strategic fundraising and grants in place.

F.8. Please download and complete the [Annual Budget](#) form.



Annual Budget Narrative *Required

Annual Budget - Brookwood Florida.xlsx

G. Required Documents

Completed by bwagner@brookwoodflorida.org on 4/4/2025 3:57 PM

Case Id: 18940

Name: Brookwood Florida

Address: *No Address Assigned

G. Required Documents

Please upload the following documents.

Documentation



Proof of 501(c)(3) status save as 501c3 Agency name *Required

501c3 - Brookwood Florida.pdf



Proof of incorporation in the State of Florida for at least one (1) year Save as Incorporation Agency name

***Required**

Incorporation - Brookwood Florida.pdf



Most Recent Financial and Single Audit (required if available) or IRS Form 990 (only if audit unavailable) Save as Audit Agency name *Required

Audit - Brookwood Florida.pdf



W-9 with legal name which matches that of applicant name Save as W9 Agency name *Required

W-9 - Brookwood Florida.pdf



Current Certificate of Insurance Save as Insurance Agency Name *Required

Insurance - Brookwood Florida.pdf



Completed [Internal Control Checklist](#) Save as Internal Control Checklist Agency name *Required

Internal Control Checklist - Brookwood Florida.pdf

☒ [Annual Budget Report](#) Save as Annual Budget Agency name ***Required**

Annual Budget - Brookwood Florida.xlsx

☒ [Outcomes and Goals Template](#) Save as Outcomes and Goals Agency name ***Required**

Outcomes and Goals - Brookwood Florida.pdf

☒ [Current state licenses or registrations](#)

License - Brookwood Florida.pdf

License State of FL - Brookwood Florida.pdf

☒ [Local Agency Organizational Chart](#) Save as Org chart Agency name ***Required**

Org Chart - Brookwood Florida.pdf

☒ [Program Job Descriptions, if funding supports salaries if applicable](#) Save as Job Descriptions Agency name

Job Description - Brookwood Florida.pdf

☐ [Housing First Checklist, if applicable](#) Save as Housing First Agency name

***No files uploaded*

☐ [Shelter Entrance Criteria, if applicable](#) Save as Shelter Entrance Criteria Agency name

***No files uploaded*

☒ [Data Control Questionnaire](#) Save as Data Control Questionnaire Agency Name ***Required**

Data Control Questionnaire - Brookwood Florida.pdf

☒ [HS E-Verify Affidavit](#) Save as EVerify Agency name ***Required**

EVerify - Brookwood Florida.pdf

☒ **Board Member List, Including mailing and email addresses and phone numbers, if applicable Save as Board Members Agency name**
Board - Brookwood Florida.pdf

☒ **Accreditation, if applicable Save as Accreditation Agency name**
Accreditation - Brookwood Florida.pdf

☒ **Human Trafficking Affidavit Save as Human Trafficking Agency Name *Required**
Human Trafficking - Brookwood Florida.pdf

☐ **Travel / Mileage policy if funding is requested Save as Travel policy Agency name**
***No files uploaded*

☐ **Conflict of Interest Policy if available Save as Conflict of Interest Agency name**
***No files uploaded*

☐ **Program Policy and Procedures if available Save as Program Policy and Procedures Agency Name**
***No files uploaded*

Submit

Completed by bwagner@brookwoodflorida.org on 4/4/2025 3:58 PM

Case Id: 18940

Name: Brookwood Florida

Address: *No Address Assigned

Certification

Once an application is submitted, it can only be "Re-opened" by an Administrator.

By clicking submit, I certify that I am an authorized representative of the proposing agency and the information contained in this application is true and accurate to the best of my knowledge and due diligence.

I also understand that applications are limited to one per organization, and if more than one application is submitted by my organization, only the most recent will be considered for funding.

Authorized Representative Signature

Angie Gibney

Electronically signed by bwagner@brookwoodflorida.org on 4/4/2025 3:58 PM

Date Submitted

04/04/2025

Program Description

Completed by jodi@selahplaceinc.com on 3/17/2025 11:37 AM

Case Id: 18957

Name: Selah Place Inc.

Address: *No Address Assigned

Program Description

Please provide the following information.



Social Action Funding Application for the funding period of October 1, 2025 - September 30, 2026

**Pinellas County Board
of County
Commissioners**
Human Services
440 Court St, 2nd Floor
Clearwater, FL 33756

Pinellas County Human Services is accepting applications from qualified non-profit organizations desiring to provide social services to low-income residents of Pinellas County.

The Social Action Grant Program provides funding to social service organizations for priority services that directly support Pinellas County.

The attached Social Action Grant Program application instructions outline the competitive process for the selection of organizations to receive Social Action Funding Grants as allocated by the Pinellas County Board of County Commissioners (Board) for FY 2026

Funding applications are limited to a minimum of \$10,000.00 and a maximum of \$150,000.00. Only one (1) application may be submitted per agency. Applicants may apply for either a large award (\$100,000.00 - \$150,000.00), or a small award (\$10,000.00 - \$99,999.00). A maximum of five large awards will be made, with the remainder of funding allocated to small awards. The amount requested does not guarantee an award. Actual awards will be based on the recommendation of the review committee and approval of the Board. The funding priorities for the Social Action Grant Program are:

- **Food and Nutritional Services:** including food banks, meal delivery, congregate dining, and related supportive services.
- **Homeless Prevention and Supportive Services:** including homeless outreach and engagement, prevention and diversion services, system navigation, and shelter and housing support.
- **Healthcare and Human Services for Disadvantaged Residents:** including, but not limited to, specialized healthcare services, workforce development, life skills training and support, transportation or mobility assistance, chore services, health and hygiene support, and specialized mentoring or educational programs for disadvantaged populations.

- **Supportive Services for an Aging Population:** any of the above listed types of programs or additional supportive programs targeted to an aging population.

The submission deadline for all applications is April 4, 2025 at 4:00 PM (no exceptions). Organizations must utilize the online application through the Neighborly System. Please allow ample time for submission and technological challenges, as late applications will not be accepted. For questions regarding your application, please contact: Amanda Craft at acraft@pinellas.gov.

ELIGIBILITY CRITERIA

- ☒ The applicant organization must agree to the terms and conditions contained in the Pinellas County Social Action Program Agreement. **NO EXCEPTIONS** to the terms and conditions of the agreement will be permitted. The County reserves the right to update these terms and conditions from time to time and as needed to meet the needs of the County.

DISCLAIMER

- ☒ Pinellas County Government reserves the right to: 1) cancel the application process; 2) accept or reject any or all applications received; 3) waive any non-substantive deficiency or irregularity, waive or remedy any technical or immaterial errors; 4) request any necessary clarifications of proposal data without changing the terms of the proposal; 5) negotiate with any qualified applicant; 6) award a contract in what it believes to be the best interest of the County; 7) cancel the request, in part or its entirety, if it is deemed to be in the best interest of the County; 8) reject the program of any applicant that has previously failed to perform properly; 9) reject the program of any applicant who has failed to complete a contract within the specified timeframe; 10) reject the program of any applicant that is not in a position to fulfill a resulting contractual obligation.

EXCLUSIONS

The following are not eligible for Social Action Grant funding:

1. Capital Expenses
2. Improvements to Real Properties
3. Indirect Cost Rate (e.g. a fixed % of the program budget; direct costs are allowable)
4. Research studies or technical assistance
5. Employee or volunteer incentives
6. Legal fees or any expenses specifically related to criminal activity including court costs, citations, restitution, child support, alimony, or immigration related expenses
7. Alcohol, tobacco, firearms or lottery tickets
8. Expenses related to immigration or returning to country of origin
9. Gift Cards
10. Money orders
11. Property taxes
12. Vehicle purchases

FATAL CRITERIA

- Agency has not been incorporated in the State of Florida for a minimum of one (1) year.
- Agency does not have a 501 (c) (3) status for a minimum of one (1) year.
- Agency is not in compliance with an existing County contract at the time of submission.
- Agency's proposal is under/over the minimum (\$10,000.00)/ maximum (\$150,000.00).
- Application is late (system will not allow incomplete or late submissions).
- Application does not include a budget.

Please [CLICK HERE](#) to download a copy of the full program description.

☒ I acknowledge that I have clicked the above link and reviewed all program documentation.

Please [CLICK HERE](#) to download a copy of the Agreement.

☒ I acknowledge that I have clicked the above link and reviewed and agree to all terms.

Please [CLICK HERE](#) to view Frequently Asked Questions

NOTE: Incomplete applications will not be accepted by the system.

Eligibility

Completed by jodi@selahplaceinc.com on 3/17/2025 9:03 AM

Case Id: 18957

Name: Selah Place Inc.

Address: *No Address Assigned

Eligibility

Please provide the following information.

1. Is the applicant organization a non-profit 501 (c) (3) organization for at least one (1) year and incorporated in the State of Florida for at least one (1) year prior to date of application? The program is funded by local tax revenue. As such, publicly funded organizations are not eligible for awards under this solicitation.

Yes

2. Is the applicant organization the organization providing the proposed services? Subcontracting of contractual services is prohibited.

Yes

3 Do the proposed programs/services serve residents of Pinellas County?

Yes

4. Is the mission of the applicant organization consistent with the goals of the Social Action Grant Program to address the health, economic, and social well-being of Pinellas County residents in need of assistance? The applicant organization must not discriminate against any applicant for employment or employee with respect to hire, tenure, terms, conditions or privileges of employment or any matter directly or indirectly related to employment or against any client because of age, sex, race, ethnicity, color, religion, national origin, disability, marital status, or sexual orientation.

Yes

5. Does the applicant organization discriminate against any person on the basis of age, sex, race, ethnicity, color, religion, national origin, disability, marital status or sexual orientation in admission, treatment, or participation in its programs, services and activities?

No

6. Do the programs proposed by faith-based organizations have a secular purpose, and do not require worship or religious instruction activities? Services provided by faith-based organizations must be available to all Pinellas County residents, not solely for congregation members.

Yes

7. Are you an individual seeking financial assistance for yourself or another individual?

No

A. Agency Information

Completed by jodi@selahplaceinc.com on 4/4/2025 10:05 AM

Case Id: 18957

Name: Selah Place Inc.

Address: *No Address Assigned

A. Agency Information

Please provide the following information.

LEGAL AGENCY INFORMATION (FOR CONTRACT)

A.1. Legal Organization Name

Selah Place Inc

A.2. DBA (if applicable)

A.3. Legal Address

6791 58th St N Pinellas Park, FL 33781

PROJECT INFORMATION

A.4. Program Name/Project Title

The Selah Center: Empowering Her Journey to Hope and Healing

A.5. Summary - provide a brief summary of program and how funding would be utilized.

The Selah Center will provide trauma-informed care, life skills training, and specialized mentoring to vulnerable single mothers in Pinellas County. Currently, our ability to serve these women is limited by a small, shared space. With funding from the Social Action Grant Program, we will lease a dedicated community center, expanding our services to disadvantaged women beyond our housing program. The women we serve have faced significant trauma, including addiction, domestic violence, incarceration, foster care involvement, sex trafficking, and family abandonment. Our expanded facility will offer emotional healing programs, workforce development, job counseling, financial literacy, parenting education, nutrition and fitness classes, and recovery support meetings. It will also provide a safe space for families to gather in community, build healthy relationships, and heal together. We have seen firsthand how our mothers uplift and support one another, forming a strong network of encouragement that fosters resilience and growth. By securing a larger space, Selah Place will create a stable

APPLICATION CONTACT INFORMATION

A.19. First Name

Jodi

A.20. Last Name

McCauley

A.21. Contact Person/Title

Jodi McCauley / Executive Director

A.22. Contact Email

jodi@selahplaceinc.com

A.23. Telephone

7275436240

A.24. Executive Officer with signing authority First Name

Jodi

A.25. Executive Officer with signing authority Last Name

McCauley

A.26. Executive Officer Title

President and Executive Director

A.27. Executive Officer Email

jodi@selahplaceinc.com

A.28. Executive Officer Phone Number

(727) 543-6240

environment where women can heal, gain critical skills, and work toward self-sufficiency—ultimately reducing homelessness, poverty, and cycles of trauma in our community for generations to come.

A.6. Physical Program Address

10321 75TH ST LARGO, FL 33777

A.7. Program Manager First Name

Jennifer

A.8. Program Manager Last Name

Wyatt

A.9. Program Manager Title

Operations Director

A.10. Program Manager Email

jennifer.wyatt@selahplaceinc.com

A.11. Program Manager Phone Number

(719) 659-3723

A.12. Social Action Funding Priority Area

Note: Only one (1) application may be submitted per organization. If more than one is submitted, only the first will be considered for funding.

Healthcare and Human Services for Disadvantaged Residents

A.13. Funding Category **ONLY SELECT ONE**

☒ \$10,000.00-\$99,999.00

☐ \$100,000.00-\$150,000.00

A.14. Total Amount Requested

Note: Max request is \$150,000.00

\$58,000.00

A.15. Taxpayer/Employer ID

36-4927947

A.16. Unique Entity Identifier (UEI- Federal SAM.GOV Number, if registered

A.17. Date of incorporation in Florida

Printed By: Amanda Craft on 4/4/2025

01/05/2018

A.18. Date of 501(c)(3) Status

01/24/2020

B. Organization Profile

Completed by jodi@selahplaceinc.com on 3/28/2025 12:30 PM

Case Id: 18957

Name: Selah Place Inc.

Address: *No Address Assigned

B. Organization Profile

Please provide the following information.

B.1. Describe how the mission and purpose of the agency align with the funding priority area.

Selah Place exists to provide transitional housing, healing, and hope for single mothers and their children in Pinellas County who have experienced significant trauma. Our mission is to equip these women with the tools they need to achieve long-term stability, self-sufficiency, and healing. We serve mothers who have faced addiction, domestic violence, incarceration, foster care involvement, sex trafficking, and other life-altering hardships. Without access to stable housing and supportive services, many of these women remain trapped in cycles of poverty, trauma, and instability—barriers that prevent them from providing a secure future for their children. The Healthcare and Human Services for Disadvantaged Residents funding priority directly aligns with our work. For the past two years, we have provided housing services while steadily expanding our supportive programs to address the broader needs of the families we serve. We have already implemented many of the services we are proposing—trauma-informed emotional healing programs, workforce development, job counseling, financial literacy, parenting education, computer skills training, nutrition and fitness classes, and recovery support groups such as AA and NA. However, we have done so on a small scale, limited primarily by space constraints and the need to refine and strengthen our approach. With funding from the Social Action Grant Program, we will lease a dedicated community center, removing these barriers and expanding our ability to serve not only the families in our housing program but also other disadvantaged women in the community. This space will provide a stable and accessible location for consistent, structured programming that fosters healing, personal growth, and economic stability. Beyond offering practical resources, Selah Place creates a strong sense of community among the women we serve. Over the past two years, we have witnessed firsthand how our mothers uplift and support one another—providing encouragement, accountability, and strength as they navigate their healing journey. By securing a larger facility, we will further cultivate this environment, reinforcing resilience, reducing isolation, and ensuring women have the support they need to build a sustainable future. By expanding our capacity, Selah Place will remove barriers to critical healthcare and human services for disadvantaged mothers, helping them break generational cycles of trauma and achieve lasting stability. This directly supports the funding priority's goal of providing life skills training, specialized mentoring, and supportive services for disadvantaged populations, making a lasting impact on families in Pinellas County.

B.2. Describe your board membership and how the board is reflective of the target population.

Selah Place is governed by a small but deeply committed board whose members bring personal and professional experience that aligns with the needs of the single mothers we serve. While we are still growing, our board is made up of individuals who are passionate about walking alongside women on their journey toward healing, stability, and self-sufficiency. One of our board members has spent years working one-on-one with individuals coming out of trauma, offering mentorship and support as they rebuild their lives. Another member is a women's health nurse practitioner and certified nurse midwife who has worked extensively with underserved populations in the healthcare setting. She has also been involved in child welfare for over a decade, fostering nine children and working alongside their parents toward reunification. Through trauma-informed parenting training and direct experience, she has developed a deep understanding of the challenges faced by vulnerable families. She and her family have also provided housing for homeless individuals in their own home, demonstrating a hands-on commitment to breaking cycles of poverty and

instability. Our board also includes a local pastor whose church actively works to support single mothers and their children, reinforcing the importance of strong community involvement in our mission. Another board member, a mother herself, has a heart for at-risk families and brings valuable perspective and empathy to our leadership team. While we are a small board, we are intentional about ensuring that our leadership reflects both professional expertise and lived experience that align with the challenges faced by the women we serve. We are also committed to continuing to grow our board with individuals who share a deep understanding of trauma, resilience, and the journey to self-sufficiency. By combining professional knowledge with personal compassion, our board provides thoughtful, mission-driven oversight to ensure that Selah Place remains a safe, healing space for families in need.

B.3. Explain the organization's experience relevant to the proposed priority area.

For the past two years, Selah Place has provided transitional housing and support services to disadvantaged single mothers in Pinellas County, aligning with the Healthcare and Human Services for Disadvantaged Residents priority. Our trauma-informed programs help women recovering from addiction, domestic violence, incarceration, foster care, and homelessness achieve stability and self-sufficiency. We offer emotional healing programs, workforce development, life skills training, financial literacy, parenting classes, and recovery support, but space limits our ability to serve more women. Despite these challenges, we have seen tangible success—many mothers have secured jobs, regained custody of their children, and broken cycles of trauma. Several have also returned to school, including nursing programs, increasing their earning potential and achieving long-term financial stability. A key part of this healing comes from the strong sense of community among the women we serve. They encourage, support, and uplift one another, proving that growth happens best in a safe, shared space of understanding and accountability. We believe the healing and growth these women experience will transform their lives and help prevent future homelessness. This funding will allow us to lease a community center to expand these services beyond our housing program and help more families find lasting security.

B.4. Describe your onboarding process and program implementation timeline across the organization and for this program.

Currently, women join Selah Place through our housing program, where participation in supportive services is mandatory. The onboarding process includes an initial online questionnaire, a detailed in-person application, and an interview to assess fit and needs. With the expansion of The Selah Center, we will implement a separate onboarding process for women outside our housing program: Inquiry & Screening: Women will complete a brief online form or phone screening to assess eligibility and needs. Application & Assessment: Eligible participants will complete a short application and an in-person intake to determine the best services for them. Orientation & Goal Setting: Participants will attend an orientation to learn about available programs, set personal goals, and engage in peer-driven community healing. Service Matching & Enrollment: Based on their needs, women will be connected to classes, mentorship, and other support services. Program Implementation Timeline: Months 1-2: Secure lease, set up space, onboard additional staff/volunteers. Month 3: Launch The Selah Center with core services like trauma healing and life skills training. Months 4-6: Expand to include job counseling, budgeting, parenting classes, and peer support. Ongoing: Continue refining onboarding and program offerings to meet community needs.

C. Community Needs

Completed by jodi@selahplaceinc.com on 4/4/2025 12:20 AM

Case Id: 18957

Name: Selah Place Inc.

Address: *No Address Assigned

C. Community Needs

Please provide the following information.

C.1. Clearly identify the need to be addressed through the proposed program.

Pinellas County is facing a growing need for trauma-informed services for single mothers and disadvantaged women who have experienced systemic barriers such as addiction, domestic violence, incarceration, foster care, homelessness, and sex trafficking. These women often face intersecting challenges that hinder their ability to achieve self-sufficiency, break generational cycles of trauma, and secure stable housing and employment. The growing opioid crisis in the county has exacerbated these issues, with rising addiction and foster care placements impacting mothers and children, leaving many at risk of homelessness and long-term instability. The Selah Center will address this critical need by providing a holistic, trauma-informed, community-based support system that promotes healing, self-sufficiency, and resilience. The program will offer a safe space for women to engage in trauma-based emotional healing, life skills training, workforce development, parenting support, job counseling, and peer mentorship. These services will work together to help women overcome immediate barriers and equip them with the skills needed for long-term stability and empowerment. What sets The Selah Center apart is its comprehensive, integrated approach. While other programs in Pinellas County offer some of these services, none provide the full range of support in a coordinated, trauma-informed way tailored specifically for single mothers and women who have experienced complex trauma. This program offers an opportunity to combine emotional healing, personal development, and social support in a holistic way, giving women the tools they need to build long-term, sustainable stability. Additionally, The Selah Center will foster a sense of community among women, providing them with opportunities to support each other in their healing journeys. This peer-to-peer support is crucial for overcoming feelings of isolation, building resilience, and preventing further trauma. The program helps break cycles of trauma, empowering mothers to better care for their children and provide a stable environment. As women heal and grow, they become better equipped to sustain their families financially, emotionally, and physically, breaking the cycle of generational poverty and trauma that affects so many families in Pinellas County. Through its unique, holistic approach, The Selah Center will help transform the lives of single mothers and women in Pinellas County. By addressing not only the immediate barriers they face but also the root causes of their struggles, this program will give them the resources, support, and community they need to build healthier, more stable futures for themselves and their children.

C.2. Provide current supporting statistics or data specific to Pinellas County such as needs assessments, interviews, waiting lists, surveys, trends and/or analyses to demonstrate the need described in C1.

Pinellas County faces a growing need for trauma-informed services for single mothers and disadvantaged women. These women face intersecting challenges, including addiction, domestic violence, incarceration, foster care involvement, homelessness, and sex trafficking. Addressing these issues with holistic support is crucial. Single-Parent Households: Approximately 21% of children in Pinellas County live in single-parent households, higher than the Florida average of 19%. (JWB Pinellas) Single-Mother Households: In 2023, 35.8% of households with children in Pinellas County were headed by single mothers, highlighting the need for programs specifically tailored to this group. (FRED) Homelessness and Housing Instability: In the 2022 Point-in-Time Count, there were 1,349 homeless individuals in Pinellas County, with 444 in families. Single mothers are disproportionately affected. (Pinellas Homeless Leadership Board) Foster Care and Trauma: Over 2,000 children were in foster care in Pinellas County in 2022, many due to parental substance abuse and

neglect. (Florida DCF) Addressing Trauma: Untreated trauma, including abuse, neglect, and addiction, severely impacts individuals, hindering their ability to secure housing and stable employment. Trauma often leads to cycles of homelessness and substance abuse. Addressing trauma is essential to breaking these cycles and ensuring long-term stability for mothers and their children. Program Gaps: While there are local programs for housing support and workforce development, there is a gap in trauma-informed services specifically designed for single mothers. The Selah Center will address this gap with a holistic approach that combines emotional, physical, and social support. Waiting Lists and Unmet Need: The Pinellas County Homeless Leadership Board's waiting lists for shelter and housing assistance reflect a shortage of resources for families in crisis, underscoring the need for expanded, trauma-informed services like The Selah Center. The data demonstrates the urgent need for holistic, trauma-informed programs for single mothers and women facing systemic barriers in Pinellas County. The Selah Center will provide essential support, helping women overcome trauma, achieve self-sufficiency, and build long-term stability.

C.3. Is the program new and innovative, or is funding sought to expand capacity or service in an existing program, or continuation of current funding? No points to be assessed for this question.

Expand Capacity or Service

C.4. If new and innovative, discuss what is currently being done in the community to address the need and how this program differs to provide better results. If expanding capacity, describe the current services available in the community, numbers unserved, and how the proposed program will reduce the number of unserved. If continuation of funding discuss what has been done to obtain alternate funding?

The Selah Center is an expansion of services that Selah Place has already been providing on a smaller scale. While we have been offering trauma-informed, supportive services to women in our housing program, our capacity has been limited due to space and resources. Currently, there is no program in Pinellas County that provides the same holistic approach—integrating trauma-informed healing, life skills training, workforce development, and strong peer mentorship—specifically tailored to single mothers and disadvantaged women. Existing services in the community often address only one aspect of a woman's journey toward stability, such as housing, job placement, or addiction recovery. However, these women require a more comprehensive support system that also addresses past trauma, builds emotional resilience, and fosters a sense of community. Many of the women we serve have expressed that growing alongside peers who have walked similar paths is crucial to their healing. This shared experience provides encouragement, accountability, and inspiration that traditional support systems often cannot replicate. Despite the availability of some supportive services, there remains a significant gap in addressing the complex needs of single mothers facing housing instability. Many local agencies, including homeless shelters and transitional housing programs, have long waiting lists and are unable to meet the demand. According to the Pinellas County Homeless Leadership Board, shelter and housing assistance waitlists are often extended, reflecting the overwhelming need for additional resources. Furthermore, with 35.8% of households with children in Pinellas County being led by single mothers, the number of women in need far exceeds the services currently available. The proposed expansion of The Selah Center will help reduce the number of unserved women by making these critical services available beyond our housing program. By opening access to women who are not currently in our residential program but still need trauma-informed support, we will reach a broader population and prevent future cycles of homelessness, family separation, and economic instability. To ensure long-term sustainability, Selah Place has actively sought alternative funding sources, including private donors, community partnerships, and faith-based organizations. We have secured support from local donors and community agencies and continue to build relationships with additional funding partners. However, to fully expand capacity and meet the demand for services, grant funding is essential in providing the foundational support needed to scale the program effectively.

If currently funded, please provide outcomes/utilization/success?



Outcomes/Utilization/Success

Outcomes, Utilization, and Success - Selah Place Program.pdf

C.5. Describe how the proposed program will coordinate with existing programs in the community. If program is working with partners, please include a collaborative letter showing how both sides would be working on project.

The proposed program, The Selah Center, will build on and complement existing community programs in Pinellas County. By partnering with local organizations, we can provide holistic, trauma-informed support to single mothers and their children, enhancing their chances for long-term success. Collaboration with Community Partners: Empowered to Change International (ETC): Selah Place has a strong partnership with Empowered to Change International (ETC), providing transitional housing, case management, and life skills training to women in crisis. We will continue collaborating with ETC to support women transitioning from difficult situations, such as addiction or incarceration, while providing them with access to critical resources that facilitate successful reintegration into society. Learning Empowered: Through our partnership with Learning Empowered, we provide early childhood mental health consultations and support for children in daycare settings. This collaboration helps children stay in daycare, preventing expulsions and allowing their mothers to maintain employment. Learning Empowered's programs play a key role in supporting children's emotional well-being, which is crucial to family stability. Isaiah Village: Isaiah Village provides housing and supportive services to individuals with intellectual and developmental disabilities. One of their program members, who is in their housing program, participates in Selah Place's mentorship and trauma healing program. She receives one-on-one mentorship, attends Selah Place community gatherings, and benefits from the support network provided by both organizations. This partnership enhances the support available to women with diverse needs, promoting healing and community connection. Local Housing and Employment Resources: The Selah Center will connect women to local housing resources and job readiness programs, ensuring that they have access to stable housing and employment opportunities. By coordinating with local agencies, we can ensure a seamless experience and prevent fragmentation of services, empowering women to achieve long-term stability. Mental Health and Counseling Services: Mental health support is critical to addressing the trauma many of our participants face. We will coordinate with local providers to offer trauma-informed counseling and therapy, helping women heal from past trauma and develop coping strategies for long-term well-being. Collaborative Approach: By partnering with these organizations, The Selah Center will create a strong, coordinated support network for women and children. This collaborative approach ensures that participants receive the right services at the right time, maximizing their chances for success and long-term stability. Letter of Collaboration: We will submit collaborative letters from Empowered to Change International, Learning Empowered, and Isaiah Village to demonstrate our shared commitment to providing comprehensive, trauma-informed support.

Please upload Collaborative Letter



Collaborative Letter

Selah place - Isaiah Village Collaboration.pdf

Selah Place - Learning Empowered Collaboration.pdf

Empowered to Change Letter of Collaboration.pdf

D. Scope of Services

Completed by jodi@selahplaceinc.com on 4/4/2025 10:20 AM

Case Id: 18957

Name: Selah Place Inc.

Address: *No Address Assigned

D. Scope of Services

Please provide the following information.

Program Specifics

D.1. Describe the proposed program. Services to be delivered should be clearly identified. Include information regarding evidence-based practices or best practice models used, if applicable.

The Selah Center: A Holistic Resource for Single Mothers The Selah Center, a program of Selah Place, will serve as a centralized hub for single mothers in Pinellas County, providing trauma-informed mentorship, peer support, and access to essential resources. Many of the women we serve have faced challenges such as homelessness, domestic violence, substance abuse recovery, or child welfare involvement. The Selah Center will offer a safe, supportive space where women can heal, grow, and build stable futures for their families. Services to Be Delivered Mentorship & Peer Support: Women will be paired with mentors who have overcome similar challenges, fostering connection, accountability, and encouragement. Educational & Employment Support: Job readiness training, resume workshops, and connections to educational programs will help participants achieve their career goals. Resource Navigation: Staff will assist mothers in accessing housing, childcare, healthcare, mental health services, and legal aid through partnerships with local agencies. Parenting & Life Skills Workshops: Evidence-based programs will provide practical training in parenting, financial literacy, and home management. A Safe Gathering Space: The Selah Center will be a welcoming environment where mothers can find respite, connection, and encouragement. Evidence-Based & Best Practice Models Trauma-Informed Care (TIC): Programming will foster healing and resilience by addressing past trauma. Peer Support & Relational Healing: Research shows mentorship and peer connection improve long-term outcomes. Strengths-Based Case Management: Focusing on existing strengths empowers participants toward self-sufficiency. By providing these services, The Selah Center will fill a critical gap in support for single mothers, equipping them with the tools they need to achieve lasting stability.

D.2. What will the funding be used to purchase or pay for to support the program? This should align with the attached Annual Budget and Operational Narrative and the selected priority area (A.12. of the application). Include how does this funding request supplement, not duplicate, current program funding?

Use of Funding and Alignment with Program Goals The funding requested will be used to secure and operate The Selah Center, a dedicated community space designed to serve single mothers on their journey to stability, healing, and independence. Specifically, funds will cover: Facility Lease & Operating Costs – A commercial space (approximately 2,000 square feet) providing a welcoming and safe environment for single mothers to access mentorship, trauma-informed support, resource navigation, and community engagement. The lease cost, utilities, and essential operational expenses such as internet, insurance, and cleaning services will be covered. Furnishings & Equipment – Basic furnishings, including seating, tables, and office equipment, to create functional meeting spaces for mentorship, workshops, and support groups. Upfront Rental Costs – Security deposit, first and last month's rent required to secure the space. Supplementing, Not Duplicating, Existing Funding This request expands upon Selah Place's existing work by creating a dedicated physical space where services currently offered to residents in our transitional housing program can be extended to a broader population of single mothers in need. Currently, program activities take place within our housing sites or borrowed community spaces, limiting accessibility and capacity. This funding would allow Selah Place to serve more women who are not in our housing program but still need mentorship, community, and access to vital resources. This request does

not duplicate existing funding but rather supplements it by establishing a sustainable hub for the continued growth of our services. It aligns with the healthcare and human services priority area by ensuring vulnerable single mothers have a reliable support system and access to community resources that promote long-term well-being and family stability.

D.3. Describe program services including frequency, duration and intensity. Example: Weekly financial literacy sessions for 20 clients for 6 months or completion of curriculum.

Program Services: Frequency, Duration, and Intensity The Selah Center will operate as a trauma-informed support hub for single mothers, providing structured mentorship, skill-building, and access to community resources. While structured programming and ongoing mentorship will accommodate 35 women at a time, the center will serve many more through walk-in support, resource navigation, and referrals to community services. **Daily Operations** (Monday – Friday, 9:00 AM – 4:30 PM) Open access to support, mentorship, and resource navigation for any single mother in need. Individual mentorship and coaching sessions (10–15 per week), depending on demand. Computer access for job applications, schoolwork, and public assistance applications (5–10 women per day). Walk-in assistance for resource referrals (job counseling, housing services, recovery programs, etc.). **Weekly Community Gatherings & Support Groups** Weekly peer support and mentorship group (up to 25 participants per session). Trauma-healing program on Thursday evenings (up to 15 participants per cohort, running 12-week cycles). Expansion to an additional evening session as needed based on participation demand. New support group options, such as Celebrate Recovery or similar peer-led programs, to be offered based on community needs and available facilitators. **Monthly Educational Workshops & Life Skills Training** Financial literacy class (once per month, up to 20 attendees), with ongoing one-on-one budgeting support available. Rotating monthly life skills workshops (20–30 attendees per session), covering topics such as: Parenting and trauma-informed caregiving Healthy relationships and boundaries Fitness and nutrition Time management and self-care **Monthly Community Building Events** One structured community-building gathering per month (30–35 participants) to strengthen relationships and support networks. The Selah Center will provide these services on an ongoing basis, offering a stable and accessible environment for single mothers in need of mentorship, education, and community connection. Additional sessions and support services may be added as participation grows and resources allow.

D.4. What is the target population and eligibility criteria for the program?

Target Population & Eligibility Criteria The Selah Center is designed to serve single mothers in Pinellas County who are seeking support, mentorship, and access to resources to help them achieve stability, healing, and self-sufficiency. Many of the women we serve have experienced significant trauma, including domestic violence, addiction recovery, incarceration, sex trafficking, homelessness, or involvement with the foster care system. However, the program is open to any single mother in need of support. **Eligibility Criteria** The Selah Center will serve single mothers who: Are actively working toward personal and economic stability. Express a willingness to engage in mentorship, skill-building, and community support. Need assistance navigating available resources, including education, employment, childcare, and recovery support. May be transitioning out of crisis situations such as homelessness, domestic violence, or substance abuse recovery. There are no financial or housing status requirements to access services. While Selah Place provides transitional housing for single mothers, The Selah Center extends services to all qualifying single mothers in the broader community, ensuring that women do not need to be part of the housing program to receive support. The Selah Center will also provide resource referrals and one-time assistance to any mother who walks in seeking information, regardless of whether they meet ongoing program participation criteria.

D.5. Provide the geographic service area(s) and hours and days for the program during contract period.

Geographic Service Area & Operating Hours The Selah Center will serve single mothers in Pinellas County, Florida, with a focus on those residing in high-need communities where access to trauma-informed support, mentorship, and resources is limited. **Operating Hours & Days** The Selah Center will be open Monday through Friday from 9:00 AM to 4:30 PM, providing a welcoming space for women to receive mentorship, one-on-one support, resource navigation, and access to technology for job searches, educational pursuits, and public assistance applications. Additionally, the center will offer

scheduled group services outside of regular business hours, including: Weekly community gatherings for peer mentorship and support. Monthly workshops and informational sessions covering topics such as financial literacy, trauma-informed parenting, healthy relationships, and workforce development. Specialized support groups, including trauma-healing programs and recovery-based groups like Celebrate Recovery, meeting at least one evening per week. Flexible availability for one-on-one mentorship and support services as needed. The Selah Center will provide both ongoing engagement and one-time assistance for any mother who walks in needing direction, ensuring that women receive the guidance and support necessary for their journey toward stability, healing, and independence.

D.6. Describe the program staff, including qualifications, expertise, and credentials, if required.

Program Staff, Qualifications, and Expertise The Selah Center is led by a dedicated team with extensive experience in trauma-informed care, addiction recovery, mental health, and financial literacy. Our staff includes four full-time team members with expertise in supporting at-risk women. **Executive Director:** Jodi McCauley, a nurse practitioner and certified nurse midwife, has over 10 years of experience working with low-income women facing trauma, addiction recovery, and involvement with child welfare. She holds extensive training in trauma-informed care and Trust-Based Relational Intervention (TBRI) for children. **Addiction & Recovery Specialist:** With 15 years of experience running sober living homes, this team member specializes in mentorship, addiction recovery support, and leadership in Celebrate Recovery, with strong knowledge of substance abuse recovery programs. **Trauma Mentor & Survivor Advocate:** This team member brings years of experience working with survivors of complex trauma. She is trained in trauma-informed mentorship and facilitates healing programs for women overcoming deep emotional wounds. **Financial Literacy & Counseling Support:** A financial planner leads monthly financial literacy classes and provides one-on-one budgeting support, while a licensed therapist assesses participants' mental health and connects them to appropriate counseling services. A licensed therapist on staff provides mental health assessments and connects participants to appropriate counseling services, ensuring access to the necessary support for emotional healing. In addition to this core team, we have over 2.5 years of experience at Selah Place, where we have learned about community resources and built strong collaborative relationships with local organizations and businesses, enhancing the holistic support we offer to our participants. This experienced team, along with trained peer mentors, provides comprehensive support tailored to each participant's needs.

E. Program Outcomes and Goals

Completed by jodi@selahplaceinc.com on 4/1/2025 8:21 PM

Case Id: 18957

Name: Selah Place Inc.

Address: *No Address Assigned

E. Program Outcomes and Goals

Please provide the following information.

E.1. Describe the goal(s) of the program using the Program Goals and Outcomes Template [Program Goals and Outcomes Template](#). Please download, complete, and upload below. Include for each goal being addressed:

- **Outcomes** - *Describe the changed state in the program participants or broader community that can be measured and identified. Include % change.*
- **Indicators** - *Identify qualitative and quantitative indicators to measure the outcomes.*
- **Methods of Evaluation** - *Identify how these outcomes will be measured (e.g. surveys, staff observation, program plans, assessments, self-reports.*
- **Measurement Intervals** – *Identify when the measures will be captured. (The goals and objectives must be measurable within a twelve (12) month period.)*



Outcomes and Goals Template Save as Outcomes and Goals Agency name *Required

Outcomes and Goals Selah Place.pdf

E.2. What information will be collected to demonstrate program success?

To demonstrate program success, Selah Place will collect both quantitative and qualitative data through standardized assessments, participant self-reports, staff observations, and tracking of key milestones. Information collected will include: 1. Financial Stability & Employment Data: Pre- and post-program financial literacy assessments (Financial Knowledge Scale - FKS) Number of participants obtaining and maintaining employment (tracked at 3, 6, and 12 months) Participant self-reports on budgeting confidence and financial security 2. Trauma Recovery & Mental Well-being: Trauma Symptom Inventory (TSI) scores to measure changes in trauma symptoms Perceived Social Support Scale (PSSS) to track reduction in isolation and increase in support Self-reported emotional well-being surveys 3. Parenting & Family Well-being: Parenting Stress Index (PSI) scores to measure changes in stress levels Strengths and Difficulties Questionnaire (SDQ) to assess children's behavior improvements Participant attendance and engagement in parenting classes 4. Community Resource Access & Utilization: Knowledge, Attitudes, and Practices (KAP) Survey to assess increased awareness of resources Number of participants successfully accessing at least one new resource (tracked via Resource Utilization Log) 5. Program Engagement & Retention: Number of participants attending educational sessions, mentorship meetings, and community gatherings Participant testimonials and feedback surveys Staff observations and case notes to document progress Data will be collected at program entry, mid-point (6 months), and completion (12 months), with follow-up where possible. This combination of metrics will ensure a comprehensive understanding of the program's impact.

E.3. Describe how client/individual data is collected. (Please be specific on the platform your program uses if you collect data electronically, and the interval at which data is collected)

Client data at The Selah Center will be collected through a combination of electronic and paper-based methods to ensure accuracy, accessibility, and confidentiality. Data Collection Platform & Methods: We will use Google Workspace (Google Forms, Sheets, and Drive) to securely store intake forms, progress tracking, and survey data.

Printed By: Amanda Craft on 4/4/2025

16 of 23

Paper-based assessments and intake forms will be available for participants who prefer a non-digital option. These will later be digitized for secure storage. Confidential files will be maintained in a password-protected system, with limited access granted only to authorized staff. Data Collection Intervals: At Intake: Each participant will complete a baseline assessment, including financial literacy, trauma symptom evaluations, and goal-setting. Monthly: Attendance records, mentorship logs, and resource utilization will be updated. Quarterly: Participants will complete progress surveys and self-assessments. Staff will also conduct structured observations. At 6 & 12 months: More in-depth evaluations will be conducted, including follow-up on financial stability, employment, well-being, and resource connections. Post-Program Follow-up: When possible, we will conduct a 6-month follow-up survey to assess long-term impact. By implementing digital tracking, standardized assessments, and staff observations, The Selah Center will ensure data integrity and meaningful insights into participant progress and program effectiveness.

F. Budget

Completed by jodi@selahplaceinc.com on 4/4/2025 10:29 AM

Case Id: 18957

Name: Selah Place Inc.

Address: *No Address Assigned

F. Budget and Financial Sustainability

Please provide the following information.

F.1. Total Agency budget for entire organization (local) This should be the largest amount.

\$764,200.00

F.2. Total Program budget. Amount currently allocated to fund the program with the requested Social Action Funding.

\$261,240.00

F.3. Total Pinellas County Social Action Funding request.

\$58,000.00

F.4. What percentage of the program budget will be funded with Pinellas County Social Action Funding?

22.00%

F.5. What other funders also financially support this program? To include the amount of funding and what those funds are used for.

The Selah Center is supported through a combination of private donations, fundraising events, in-kind contributions, and community partnerships. Private Donations & Fundraising Events (\$79,200): These funds cover program operations, participant support, community events, and general facility needs. In-Kind Contributions (\$89,740): Includes volunteer-led services, donated furnishings, and free professional services (e.g., financial literacy classes, therapy referrals, mentorship, and trauma-healing programs). Community Partnerships (\$14,300): Program volunteer services, including EMDR/counseling, workshops, guest speakers, and resource development In Kind Selah Center Development (\$78,000): The Selah Center contracted volunteer architecture, interior design, and development services. State Appropriation Application (\$117,000): In addition, we have applied for state funding through a Florida appropriation, which, if awarded, would further support our operational and program expansion efforts. While funding is not guaranteed, this application reflects our ongoing efforts to secure diverse sources of support. The operation of The Selah Center is not dependent upon this funding, and as such is not included in The Selah Center program budget.

F.6. What other Pinellas County funding does the organization receive for any and all programs?

Selah Place does not currently receive direct funding from Pinellas County for any programs. However, we actively pursue funding opportunities at the local, state, and private levels to support our mission. We have built strong relationships with community organizations, businesses, and individual donors who contribute through financial gifts and in-kind support. Additionally, we have applied for other funding sources, including a Florida state appropriation, to further expand and sustain our programs.

F.7. Describe the organizations plan for financial and program sustainability beyond fiscal year 2026.

Selah Place is actively working toward long-term sustainability beyond fiscal year 2026 through the development of a dedicated community center in central Pinellas County. This center, expected to be completed by the end of 2026, will serve as the primary location for The Selah Center, providing a permanent space for program operations. The project is

being spearheaded by a committed local contractor who is leveraging resources from another development to largely fund the construction of the community center and additional housing units. An architect and interior designer have been involved since the initial design phase and remain committed to the project, while engineering and permitting costs have been covered by the contractor. Beyond securing a permanent facility, Selah Place is actively pursuing diverse funding sources to ensure financial sustainability. We plan to apply for the Florida Strong Families Tax Credit, which will provide ongoing operational support. Additionally, we continue to cultivate relationships with private donors, community partners, and local businesses to maintain and expand our services. These efforts position Selah Place to sustain and grow its impact well beyond 2026.

F.8. Please download and complete the [Annual Budget](#) form.



Annual Budget Narrative *Required

FY26 Annual Budget Report - The Selah Center_flat.xlsx

G. Required Documents

Completed by jodi@selahplaceinc.com on 4/4/2025 12:14 PM

Case Id: 18957

Name: Selah Place Inc.

Address: *No Address Assigned

G. Required Documents

Please upload the following documents.

Documentation



Proof of 501(c)(3) status save as 501c3 Agency name *Required

501c3 Selah Place.pdf



Proof of incorporation in the State of Florida for at least one (1) year Save as Incorporation Agency name

***Required**

Incorporation Selah Place Inc.pdf



Most Recent Financial and Single Audit (required if available) or IRS Form 990 (only if audit unavailable) Save as Audit Agency name *Required

Audit Selah Place Inc.pdf



W-9 with legal name which matches that of applicant name Save as W9 Agency name *Required

W9 Selah Place Inc.pdf



Current Certificate of Insurance Save as Insurance Agency Name *Required

Insurance Selah Place Inc.pdf



Completed [Internal Control Checklist](#) Save as Internal Control Checklist Agency name *Required

Internal Control Checklist Selah Place Inc..pdf

☒ [Annual Budget](#) Report Save as Annual Budget Agency name ***Required**

Annual Budget Selah Place Inc.pdf

☒ [Outcomes and Goals Template](#) Save as Outcomes and Goals Agency name ***Required**

Outcomes and Goals Selah Place.pdf

☐ [Current state licenses or registrations](#)

****No files uploaded**

☒ [Local Agency Organizational Chart](#) Save as Org chart Agency name ***Required**

Org Chart Selah Place Inc.pdf

☐ [Program Job Descriptions, if funding supports salaries if applicable](#) Save as Job Descriptions Agency name

****No files uploaded**

☐ [Housing First Checklist, if applicable](#) Save as Housing First Agency name

****No files uploaded**

☐ [Shelter Entrance Criteria, if applicable](#) Save as Shelter Entrance Criteria Agency name

****No files uploaded**

☒ [Data Control Questionnaire](#) Save as Data Control Questionnaire Agency Name ***Required**

Data Control Questionnaire Selah Place Inc 2.pdf

☒ [HS E-Verify Affidavit](#) Save as Everify Agency name ***Required**

Everify Selah Place Inc.pdf

☒ [Board Member List, Including mailing and email addresses and phone numbers, if applicable](#) Save as Board Members Agency name

Board Members Selah Place Inc (1).pdf

☐ Accreditation, if applicable Save as Accreditation Agency name

***No files uploaded*

☒ [Human Trafficking Affidavit](#) Save as Human Trafficking Agency Name ***Required**

Human Trafficking Selah Place Inc.pdf

☐ Travel / Mileage policy if funding is requested Save as Travel policy Agency name

***No files uploaded*

☐ Conflict of Interest Policy if available Save as Conflict of Interest Agency name

***No files uploaded*

☐ Program Policy and Procedures if available Save as Program Policy and Procedures Agency Name

***No files uploaded*

Submit

Completed by jodi@selahplaceinc.com on 4/4/2025 12:17 PM

Case Id: 18957

Name: Selah Place Inc.

Address: *No Address Assigned

Certification

Once an application is submitted, it can only be "Re-opened" by an Administrator.

By clicking submit, I certify that I am an authorized representative of the proposing agency and the information contained in this application is true and accurate to the best of my knowledge and due diligence.

I also understand that applications are limited to one per organization, and if more than one application is submitted by my organization, only the most recent will be considered for funding.

Authorized Representative Signature

Jodi McCauley

Electronically signed by jodi@selahplaceinc.com on 4/4/2025 12:15 PM

Date Submitted

04/04/2025

Program Description

Completed by lisa@collinsgrantconsulting.com on 4/1/2025 7:51 AM

Case Id: 18968

Name: Victor Newman Ministries

Address: *No Address Assigned

Program Description

Please provide the following information.



Social Action Funding Application for the funding period of October 1, 2025 - September 30, 2026

**Pinellas County Board
of County
Commissioners**
Human Services
440 Court St, 2nd Floor
Clearwater, FL 33756

Pinellas County Human Services is accepting applications from qualified non-profit organizations desiring to provide social services to low-income residents of Pinellas County.

The Social Action Grant Program provides funding to social service organizations for priority services that directly support Pinellas County.

The attached Social Action Grant Program application instructions outline the competitive process for the selection of organizations to receive Social Action Funding Grants as allocated by the Pinellas County Board of County Commissioners (Board) for FY 2026

Funding applications are limited to a minimum of \$10,000.00 and a maximum of \$150,000.00. Only one (1) application may be submitted per agency. Applicants may apply for either a large award (\$100,000.00 - \$150,000.00), or a small award (\$10,000.00 - \$99,999.00). A maximum of five large awards will be made, with the remainder of funding allocated to small awards. The amount requested does not guarantee an award. Actual awards will be based on the recommendation of the review committee and approval of the Board. The funding priorities for the Social Action Grant Program are:

- **Food and Nutritional Services:** including food banks, meal delivery, congregate dining, and related supportive services.
- **Homeless Prevention and Supportive Services:** including homeless outreach and engagement, prevention and diversion services, system navigation, and shelter and housing support.
- **Healthcare and Human Services for Disadvantaged Residents:** including, but not limited to, specialized healthcare services, workforce development, life skills training and support, transportation or mobility assistance, chore services, health and hygiene support, and specialized mentoring or educational programs for

disadvantaged populations.

- **Supportive Services for an Aging Population:** any of the above listed types of programs or additional supportive programs targeted to an aging population.

The submission deadline for all applications is April 4, 2025 at 4:00 PM (no exceptions). Organizations must utilize the online application through the Neighborly System. Please allow ample time for submission and technological challenges, as late applications will not be accepted. For questions regarding your application, please contact: Amanda Craft at acraft@pinellas.gov.

ELIGIBILITY CRITERIA

- ☒ The applicant organization must agree to the terms and conditions contained in the Pinellas County Social Action Program Agreement. **NO EXCEPTIONS** to the terms and conditions of the agreement will be permitted. The County reserves the right to update these terms and conditions from time to time and as needed to meet the needs of the County.

DISCLAIMER

- ☒ Pinellas County Government reserves the right to: 1) cancel the application process; 2) accept or reject any or all applications received; 3) waive any non-substantive deficiency or irregularity, waive or remedy any technical or immaterial errors; 4) request any necessary clarifications of proposal data without changing the terms of the proposal; 5) negotiate with any qualified applicant; 6) award a contract in what it believes to be the best interest of the County; 7) cancel the request, in part or its entirety, if it is deemed to be in the best interest of the County; 8) reject the program of any applicant that has previously failed to perform properly; 9) reject the program of any applicant who has failed to complete a contract within the specified timeframe; 10) reject the program of any applicant that is not in a position to fulfill a resulting contractual obligation.

EXCLUSIONS

The following are not eligible for Social Action Grant funding:

1. Capital Expenses
2. Improvements to Real Properties
3. Indirect Cost Rate (e.g. a fixed % of the program budget; direct costs are allowable)
4. Research studies or technical assistance
5. Employee or volunteer incentives
6. Legal fees or any expenses specifically related to criminal activity including court costs, citations, restitution, child support, alimony, or immigration related expenses
7. Alcohol, tobacco, firearms or lottery tickets
8. Expenses related to immigration or returning to country of origin
9. Gift Cards
10. Money orders
11. Property taxes
12. Vehicle purchases

FATAL CRITERIA

- Agency has not been incorporated in the State of Florida for a minimum of one (1) year.
- Agency does not have a 501 (c) (3) status for a minimum of one (1) year.
- Agency is not in compliance with an existing County contract at the time of submission.
- Agency's proposal is under/over the minimum (\$10,000.00)/ maximum (\$150,000.00).
- Application is late (system will not allow incomplete or late submissions).
- Application does not include a budget.

Please [CLICK HERE](#) to download a copy of the full program description.

☒ I acknowledge that I have clicked the above link and reviewed all program documentation.

Please [CLICK HERE](#) to download a copy of the Agreement.

☒ I acknowledge that I have clicked the above link and reviewed and agree to all terms.

Please [CLICK HERE](#) to view Frequently Asked Questions

NOTE: Incomplete applications will not be accepted by the system.

Eligibility

Completed by lisa@collinsgrantconsulting.com on 4/1/2025 7:51 AM

Case Id: 18968

Name: Victor Newman Ministries

Address: *No Address Assigned

Eligibility

Please provide the following information.

1. Is the applicant organization a non-profit 501 (c) (3) organization for at least one (1) year and incorporated in the State of Florida for at least one (1) year prior to date of application? The program is funded by local tax revenue. As such, publicly funded organizations are not eligible for awards under this solicitation.

Yes

2. Is the applicant organization the organization providing the proposed services? Subcontracting of contractual services is prohibited.

Yes

3 Do the proposed programs/services serve residents of Pinellas County?

Yes

4. Is the mission of the applicant organization consistent with the goals of the Social Action Grant Program to address the health, economic, and social well-being of Pinellas County residents in need of assistance? The applicant organization must not discriminate against any applicant for employment or employee with respect to hire, tenure, terms, conditions or privileges of employment or any matter directly or indirectly related to employment or against any client because of age, sex, race, ethnicity, color, religion, national origin, disability, marital status, or sexual orientation.

Yes

5. Does the applicant organization discriminate against any person on the basis of age, sex, race, ethnicity, color, religion, national origin, disability, marital status or sexual orientation in admission, treatment, or participation in its programs, services and activities?

No

6. Do the programs proposed by faith-based organizations have a secular purpose, and do not require worship or religious instruction activities? Services provided by faith-based organizations must be available to all Pinellas County residents, not solely for congregation members.

Yes

7. Are you an individual seeking financial assistance for yourself or another individual?

No

A. Agency Information

Completed by lisa@collinsgrantconsulting.com on 4/3/2025 5:18 PM

Case Id: 18968

Name: Victor Newman Ministries

Address: *No Address Assigned

A. Agency Information

Please provide the following information.

LEGAL AGENCY INFORMATION (FOR CONTRACT)

A.1. Legal Organization Name

Victor Newman Ministries, Inc.

A.2. DBA (if applicable)

A.3. Legal Address

3093 Meadow View Ave. Largo, FL 33771--2535

PROJECT INFORMATION

A.4. Program Name/Project Title

Pantry Expansion and improvements with Client-Choice Pantry

A.5. Summary - provide a brief summary of program and how funding would be utilized.

Victor Newman Ministries, Inc. food pantry works to alleviate food insecurity among Pinellas County residents who are food insecure. Our food pantry currently distributes food on Friday afternoons with a drive-through model, providing fresh food boxes for 250-300 households weekly. We are seeking \$72,370.00 in new funding to EXPAND our services by developing Victor's Pantry Market, an in-person food pantry based on client choice – visitors select their food items with some limited parameters, which fosters trust and dignity, and reduces food waste. We anticipate serving up to 150 new households (nearly 450 individuals) through Victor's Pantry Market (20% increase in the year ahead), IMPROVE our Friday Food Fellowship drive-through pantry to serve additional households through an improved and more efficient Friday Food Fellowship drive-through pantry. Funding will be used primarily (\$58,080, 80%) for staff for program operations expansion and improvements. We seek to move a primarily volunteer (minimally paid \$1,000-\$1,500

APPLICATION CONTACT INFORMATION

A.19. First Name

Lisa

A.20. Last Name

Collins

A.21. Contact Person/Title

Grant Writer (Contract

A.22. Contact Email

lisa@collinsgrantconsulting.com

A.23. Telephone

5025487547

A.24. Executive Officer with signing authority First Name

Yvette

A.25. Executive Officer with signing authority Last Name

Carter

A.26. Executive Officer Title

President/Executive Director

A.27. Executive Officer Email

openarms@stpaulumc.org

A.28. Executive Officer Phone Number

(813) 735-4098

quarterly) Program Manager to a part-time paid role to manage our overall food pantry operations, lead the development of the new Victor's Pantry Market, and supervise new paid staff, and our "staff" of 15-20 volunteers weekly. A half-time Pantry Supervisor will implement the new program, supervise volunteers, stock pantry shelves, and track food inventory and distribution. A Driver for 10 hours per week will support our current drive-through food distribution and new Victor's Pantry Market. The remaining funding (20%) will be used for supplies including rolling storage/display shelves, large fans, a portion of rent and utilities, minimal maintenance and repairs, and office supplies such as volunteer name tags and household registration cards to expedite the check-in and distribution process on Fridays.

A.6. Physical Program Address

380 Fulton Drive Dr. SE Largo, FL 33771--2658

A.7. Program Manager First Name

Michael

A.8. Program Manager Last Name

Carter

A.9. Program Manager Title

Vice President and Program Manager

A.10. Program Manager Email

michael@victornewman.org

A.11. Program Manager Phone Number

(813) 900-2948

A.12. Social Action Funding Priority Area

Note: Only one (1) application may be submitted per organization. If more than one is submitted, only the first will be considered for funding.

Food and Nutritional Services

A.13. Funding Category **ONLY SELECT ONE**

☒ \$10,000.00-\$99,999.00

☐ \$100,000.00-\$150,000.00

A.14. Total Amount Requested

Note: Max request is \$150,000.00

Printed By: Amanda Craft on 4/7/2025

\$72,370.00

A.15. Taxpayer/Employer ID

82-4178224

**A.16. Unique Entity Identifier (UEI- Federal SAM.GOV
Number, if registered**

C896RR1ARFQ3

A.17. Date of incorporation in Florida

01/19/2018

A.18. Date of 501(c)(3) Status

01/19/2018

B. Organization Profile

Completed by lisa@collinsgrantconsulting.com on 4/3/2025 5:40 PM

Case Id: 18968

Name: Victor Newman Ministries

Address: *No Address Assigned

B. Organization Profile

Please provide the following information.

B.1. Describe how the mission and purpose of the agency align with the funding priority area.

We are fully aligned with the funding priority of Food and Nutritional Services, Including food banks, meal delivery, congregate dining, and related supportive services. OUR MISSION AND PURPOSE: Leading Victims into Victory through Recovery Ministries, One-on-One Spiritual Mentoring, Food Distribution and Homeless Ministries. Our central purpose is providing the nourishment people need. That is manifested primarily in our weekly food pantry - Friday Food Fellowship. BACKGROUND: Victor Newman Ministries was founded in 2018 to meet the food security needs of Pinellas County residents. With our Largo location, the majority of those seeking food live in the 33771 and 33770 zip codes. We are open to all who come. The vast majority of households provide a Pinellas County zip code. What began as one table of free food outside our current building has now become a vital component of the community's response to food insecurity. The number of households coming for our Friday Food Fellowship weekly food distribution continues to grow. We now provide fresh food boxes for 250-300 households per week. With an average household size of 2.9, 725-870 individuals – children, seniors, working adults - benefit each week. We participate in a food distribution network, receiving food from multiple sources including Feeding Tampa Bay (through Open Arms Ministry), local grocers, and some limited individual/food drive donations. As needed, we purchase food to meet the needs of those experiencing homelessness or otherwise have no way to prepare food. Every other week, we expand our reach and impact by providing food for up to 12 smaller organizations/food pantries, each in turn serving up to 100 households. Recognizing that food is not the only need, we recently applied for foundation funding to launch the "Neighborhood Knowledge Network" to address life skills, insurance/health care, senior challenges, and children's education, through a series of monthly workshops and other activities, such as tutoring and wellness classes. That application is currently pending. We hope to offer Victor's Pantry Market during these monthly workshops as we grow. We provide Community Catering, plated meals or to go boxes on the 4th and 5th Sundays of each month. We set up at a designated location across from the the Clearwater Police Department, typically serving 100-150 people (typically experiencing homelessness). We also provide a recovery group and individual mentoring for those seeking sobriety.

B.2. Describe your board membership and how the board is reflective of the target population.

OUR BOARD: The Victor Newman Ministries Board includes 6 members representing various fields needed for effective leadership. Two members have significant lived experience with homelessness and hunger; two members have deep and wide business experience; one lives in the neighborhood and is an active community leader and volunteer. The final position is vacant, pending election and acceptance. --Executive Director / President Yvette Carter (with her children) knows what it's like to be homeless and food-insecure, along with the accompanying trauma. In 2005 Yvette sought food assistance from Open Arms Ministry, an outreach of St. Paul United Methodist Church. She is now the Executive Director of that Ministry and, together with her husband Michael Carter, founded Victor Newman Ministries, becoming a 501(c)3 in 2018. In 2019, Yvette published her book "From Homeless and Hungry to Wholeness and Helping". (Excerpt from Amazon book listing: "Domestic violence, rape, prison, homelessness, food insecurity, and cancer have given Yvette Carter the compassion and ability to minister to others. Read her heart-rending story of living in the streets, dealing drugs, and leaving her two young children with her mother when she was sent to prison for six years, followed by losing

everything, being homeless, hungry and without hope.”) Yvette is currently a finalist for the WFLA 2025 Remarkable Woman of the Year Award, with the local winner announced in mid-April. Over 1090 Remarkable Women across the country will be guests for a three day trip to Los Angeles for the national award competition. The women’s efforts will be celebrated throughout the 3-day event. Y --Vice President Pastor Michael Carter’s background includes being homeless and addicted, and becoming sober through The Light House Gospel Mission recovery house in Tampa, FL. Michael was named their Faith Home Ministries Alumni of the Year in 2019. To advocate for VNM, Michael holds the nonprofit seat at Referral Masters, Florida’s largest BNI chapter (Business Networking International, which is also the 2nd largest in North America). The Carters met in Celebrate Recovery and married in 2012. Both recuse themselves from voting regarding any minimal compensation they may receive for leading Victor Newman Ministries as Executive Director / President and Vice President, respectively. --Director of Operations Frank Meitz ran a Technology Training Center for a Fortune 100 company. His management and business skills allow Frank to provide the framework for the business side of the non-profit. Frank is passionate for mentoring men to reach their full potential. --Secretary/Treasurer Jeannette Meitz has a profound heart for those in need. After a 26 year career with a Fortune 100 company, Jeannette now is a servant leader with VNM. In addition to co-writing Yvette’s book, Jeannette actively volunteers during food distribution days, advocates for those who are hungry, and just finished (in March 2025) leading the implementation of a new procedure of ID cards and scanning for client check-in and record-keeping. --Director Lawrence Clermont has been a dedicated member of the VNM community for 23 years, actively serving others for 20 years through volunteer work with multiple organizations supporting children and families at the local, state, and federal levels. Lawrence brings 15 years of extensive nonprofit management experience, including 10+ years of program development experience, 13+ years engaging the community and organizing events, collaborating with local officials and business leaders, fundraising, and having served in board leadership governance at all levels, including Chair. He currently is Florida PTA Vice President for Educational Development and LULAC Florida Deputy Director of Publicity.

B.3. Explain the organization’s experience relevant to the proposed priority area.

We have been a fully operational food pantry since 2018, receiving food and distributing weekly to households and partner pantries. Each week, we provide fresh food boxes for 250-300 households with a drive-up distribution model. We began as a walk-in pantry, and changed with the onset of Covid. We are now seeking to improve our drive-through distribution and return to an in-person component with Victor's Pantry Market. THE NUMBERS: In calendar year 2024, 700+ unique households sought food assistance, with over 50% being from the Largo zip codes 33771 and 33770. Roughly 30% are seniors, living alone, or caring for grandchildren, or both. In the first three months of 2025, we have served 662 unique households, projecting that 2025 households will exceed 2024 less than 5 months into the year. HOW WE'VE GROWN: --9/14/2018 - 69 households came in person to pick up food, with 246 households registered in our database --12/17/2020 - 106 households, with 705 households registered. (At the onset of COVID, we moved to drive-through distribution, with growing numbers of clients in their cars receiving boxes of pre-selected food --3/28/2025 - 256 households, with 2,055 households registered FRESH FOOD: Our fresh food boxes contain 2-3 pkgs of various frozen meats/protein, fresh fruit and vegetables (broccoli, cauliflower, green beans, seasonal fruit), bread, water, juices, milk, cheese, other dairy, baked goods, and other items as available.

B.4. Describe your onboarding process and program implementation timeline across the organization and for this program.

VOLUNTEER DRIVEN: We have been a volunteer-driven organization since we began. Our founders and board members are our only consistent “staff”, with the founders receiving very minimal compensation (each less than \$2,000 quarterly). We currently rely on a variety of volunteers from all walks of life to organize and conduct all aspects of our food pantry every week. We currently rely on a variety of volunteers from all walks of life to organize and conduct all aspects of our food pantry every week. With 200 volunteers registered, and 15-20 serving weekly, our volunteers represent former and current food pantry recipients, corporate volunteers, nearby residents, retirees, those required to perform community service, and others who care about and serve others, all working side by side to carry out our

mission. We continually recruit volunteers, onboarding as they join in. All volunteers sign a Liability Release Waiver (adapted from Feeding Tampa Bay). Volunteers are on-boarded and trained individually or in small groups throughout the year. Our Policies and Procedures detail the significant role volunteers play at VNM. SPRING/SUMMER 2025: -- Continue developing job descriptions for the two new staff we hope to hire with this funding – a Food Pantry Supervisor and a Driver. We are also evaluating the Program Manager duties in hopes of expanding our current Vice President and Program Manager to take on increased duties with this project. --Seek individual, corporate, and foundation funding to purchase the two glass front freezers and two glass-front refrigerators (at a total estimated cost of \$11,000.00) that are vital to implementing our client-choice model food pantry - Victor's Pantry Market. These items, though capital in nature, are critical to our ability to offer in person food selection. --Develop guidelines and procedures for Victor's Market Pantry in advance of implementation. PROJECT IMPLEMENTATION: The project will begin upon grant award in October 2025 and end in September 2026. We hope to continue this expansion and improvement program after this initial year. FALL 2025: --Upon receipt of award, we will post the job opportunities through online and local recruitment sites and through Friday Food Fellowship distribution anticipating onboarding new staff in Fall 2025. OCTOBER 2025: -- Our Program Manager will begin promoting the project through community outreach, business networking, and increased volunteer recruitment, especially to those who have been unable to come because they are working during distribution hours on Friday. We anticipate the need to increase our volunteers 10% above our current volunteer roster. --Purchase supplies needed for Victory Pantry including rolling shelves and grocery carts OCTOBER – DECEMBER 2025: -- Outreach (ongoing as needed) to VNM food pantry visitors and the surrounding Lake Palms community to let them know about the improvements we are making and the expanded offering of Victor's Pantry Market client choice food pantry. Note that clients will be allowed to come ONLY one time per week. Our registration process will capture each household's access to the pantry each week. --Collaborate with partner organizations to ensure the quantity and variety of food available meets the increased need as hours and opportunities for accessing our food pantry increase. --Launch Victor's Pantry Market with a client-choice model on Wednesday evenings 5:00-7:00pm (planned to begin November 2025 and to continue throughout the year. --Use current year data as our baseline to measure increased numbers of people accessing the food pantry through the addition of Victor's Pantry Market and Friday Food Fellowship improvements. SEPTEMBER 2026 - EVALUATION: --We will assess the effectiveness of Victor's Pantry Market by examining usage patterns and determining whether it is reaching individuals who were not served by the drive-through Food Fellowship. --We will assess improvements to Friday Food Fellowship by reviewing wait times from when households arrive to when they receive their food box, traffic flow, and overall client and volunteer experience. --We will also conduct limited surveys of households and partner organizations during Friday Food Fellowship and Victor's Pantry Market hours. OCTOBER 2026 - REPORT Our program impact evaluation will be based on food recipient surveys, anecdotal insights, and demographic data collected through the EventDex check-in and database system.

C. Community Needs

Completed by lisa@collinsgrantconsulting.com on 4/3/2025 5:40 PM

Case Id: 18968

Name: Victor Newman Ministries

Address: *No Address Assigned

C. Community Needs

Please provide the following information.

C.1. Clearly identify the need to be addressed through the proposed program.

Our program will address the need for food (food insecurity) among Pinellas County residents. Food insecurity means limited or uncertain access to sufficient food and healthy food. Food insecurity does not always mean going hungry, but hunger is a possible outcome. FOOD INSECURITY IMPACTS: Food insecurity directly impacts health and wellness, especially among those who are already vulnerable. The impact of not having enough, or enough healthy, food can range from reduced diet quality to severe disruptions in eating patterns. Food insecurity is linked to negative health outcomes, including obesity and chronic diseases in adults, as well as developmental and mental health issues in children. In the current climate of federal cost cutting, federal food assistance programs like SNAP and WIC remain intact to help mitigate food security challenges. These programs still leave lower income households food insecure. Factors such as income, employment status, disability, and racial/ethnic disparities contribute to food insecurity. Unemployed individuals and children of unemployed parents face higher risks, while disabled adults often struggle due to financial and healthcare-related burdens. We are all experiencing higher food prices. For those with lower income, price increases have a disproportionate impact on already tight budgets. Transportation challenges further limit access to nutritious food. Food pantries like ours must continue to meet ongoing and growing needs, in partnership with a broader network of food banks and local pantries.

C.2. Provide current supporting statistics or data specific to Pinellas County such as needs assessments, interviews, waiting lists, surveys, trends and/or analyses to demonstrate the need described in C1.

In Pinellas County, 12.8% of the population (123,330 people) were food insecure in 2022, a 20% increase vs. 2021 (Feeding America most recent data). Despite being minutes from beautiful beaches and waterfront homes, many Largo residents struggle to meet their basic needs. Overall, the Largo area is comprised of low to moderate income households, with a median income of \$60,465, well below the Pinellas County median income of \$70,293 and less than 80% of the federal Area Median Income of \$61,150 for a two person household (US Census, HUD). Recent research shows that up to 40% of seniors experience loneliness and 25% report feeling isolation. Seniors who live alone may not have family or caregivers who can help them with grocery shopping and cooking. (Feeding America). Our Friday Food Fellowship Program provides clear evidence that many Pinellas County residents need more healthy food. In 2024, 700+ unique households sought food assistance from VNM. Residents of the Largo zip codes of 33711 and 33710 represent over 50% of recipients. Roughly 30% are seniors, living alone or caring for grandchildren, or both. In the first three months of 2025, we have served 662 unique Households; indicating that the number of unique households in calendar year 2025 will exceed 2024 less than 5 months into the year. Since we opened, the number of households receiving food boxes has grown significantly. --From September 2018 to March 2025, households (and individuals) accessing the food pantry increased 275% (nearly threefold), from 69-256. --The total number of households registered and visiting at least once in the last 12 months has increased from 246 to 2,055 (over 700%).

C.3. Is the program new and innovative, or is funding sought to expand capacity or service in an existing program, or continuation of current funding? No points to be assessed for this question.

C.4. If new and innovative, discuss what is currently being done in the community to address the need and how this program differs to provide better results. If expanding capacity, describe the current services available in the community, numbers unserved, and how the proposed program will reduce the number of unserved. If continuation of funding discuss what has been done to obtain alternate funding?

To address food insecurity, Victor Newman Ministries (VNM) is part of a broader network of food pantries, both receiving donated food from a variety of sources and also distributing to smaller food pantries in the community. While food pantries are widely available in Pinellas County, proximity matters. Many residents in need of food have limited transportation, even walking to our site. Many pantries limit the number of times a household may access the pantry. According to Feeding America, families need food 2.2 times per week. Multiple local pantries help meet this need. We take pride in providing fresh food boxes to 250-300 households and up to 12 smaller pantries a month with a limited distribution window – Fridays 2:00 -3:30 pm, with a number of volunteers helping us accomplish our work. We will be expanding food pantry services in two ways – by adding an in-person client-choice food pantry, Victor’s Pantry Market, and by making program and operation improvements to increase our capacity and improve the community and volunteer experience with VNM. We project that Victor’s Pantry Market will serve up to new, unique 150 households (food for nearly 450 individuals) in our first year. This addition will increase access to food for Pinellas County residents and with the client-choice model, reduce food waste, as clients take what they actually need and want, leaving food for others, rather than it becoming wasted. We anticipate that Friday Food Fellowship program improvements implemented by our Operations/Program Manager will increase access for those who drive up on Fridays. Increased numbers of volunteers, better trained and more consistently scheduled, will allow us to be ready for more households, moving more quickly. This includes volunteers to implement our recent traffic flow plans developed in partnership with the Largo Police Department.

If currently funded, please provide outcomes/utilization/success?



Outcomes/Utilization/Success

***No files uploaded*

C.5. Describe how the proposed program will coordinate with existing programs in the community. If program is working with partners, please include a collaborative letter showing how both sides would be working on project.

We coordinate our food pantry services through receiving food, distributing food to other area organizations, and providing weekly drive through distribution. We receive food from: --Open Arms Ministry --Feeding Tampa Bay (through their agreement with Open Arms) --Local grocers including our new local Sprouts, through a new agreement between Feeding Tampa Bay and Sprouts We serve as a DISTRIBUTION HUB every other Friday for up to 12 other smaller pantries each in turn providing food to 100+ households in their local area

Please upload Collaborative Letter



Collaborative Letter

Collaborative Letter - partnership with Pinellas County food pantry.pdf

D. Scope of Services

Completed by lisa@collinsgrantconsulting.com on 4/3/2025 5:16 PM

Case Id: 18968

Name: Victor Newman Ministries

Address: *No Address Assigned

D. Scope of Services

Please provide the following information.

Program Specifics

D.1. Describe the proposed program. Services to be delivered should be clearly identified. Include information regarding evidence-based practices or best practice models used, if applicable.

We are seeking to expand and improve our food pantry services by adding "Victor's Pantry Market" and improving current food pantry operations to increase capacity to serve more households, more efficiently. VNM planned improvements to increase the number and improve the experience of households accessing the pantry: Add staff capacity, moving from a minimally funded Program Manager to a part-time employee to manage the pantry, develop volunteers, and build program sustainability. Add a part-time Supervisor to lead Victor's Pantry Market implementation and in-person client experience. Add a part-time Driver for more reliability and safety in food pickup from partner pantries and other sources of donated food. Friday Food Fellowship improvements: Better traffic flow in partnership with the Largo Police Department. Smoother operations, a better client experience, and more households served in the same Friday window – from 250-300 to potentially 300+. Increased volunteers with consistent scheduling, and improved engagement, for more sustainable operations. Victor's Pantry Market Launch. We propose a client-choice model (self-selection of food items within established guidelines) on Wednesdays, 5:00-7:00 pm. We anticipate scaling to serve up to 150 new households (over those we currently serve). We hope to add monthly Saturday hours for Victor's Pantry Market once Wednesdays are established. Client-choice pantries demonstrate trust and respect for self-direction and reduce waste, as households choose only the items that fit their needs. Research shows that the key to ending hunger is treating pantry clients with the same levels of trust and respect we experience at the grocery store, altering the stigma of "receiving" to active choice. Sources (n.d.). End Hunger in America. Retrieved March 31, 2025, from <https://www.endhungerinamerica.org/> Jia J, Anderson, et. al. Improving Client Experience and Charitable Food Reach and Access at Food Pantries: A Qualitative Study

D.2. What will the funding be used to purchase or pay for to support the program? This should align with the attached Annual Budget and Operational Narrative and the selected priority area (A.12. of the application). Include how does this funding request supplement, not duplicate, current program funding?

This funding supplements our current funding, which is currently comprised of individual, organization, and corporate donations, along with the proceeds from a recent fundraising event and an initial grant from one organization. We do not receive any government funding, as this is our first time applying through this (or any) opportunity. We have one pending grant application to Community Foundation Tampa Bay for a new program - Neighborhood Knowledge Network. We recognize our first grant request to Pinellas County is substantial. We have been making a significant impact on food security in Largo and surrounding Pinellas County for 7 years with donations, volunteers, and sweat equity. To grow our sustainability and expand, our greatest need is to add staff, rather than relying on partial, unpaid leadership who also work outside of the organization. How the Funding Will Be Used: ADD PAID STAFF - 80% (\$58,080.00) --Move our very partial VP/Program Manager to a partial paid role at 16 hours per week to implement program improvements and expansion, garner further community and business support, and supervise staff and

program operations. --Hire a half-time Pantry Supervisor (20 hours per week) to help develop and implement Victor's Pantry Market and supervise all aspects of this new endeavor, in cooperation with the Program Manager --Hire a drive initially at 10 hours per week to pick up our increasing food donations from various sources, deliver/store the items at the pantry, and deliver to partner pantries as needed EXPAND/IMPROVE OPERATIONS -INCLUDING ADDING VICTOR'S PANTRY MARKET TO INCREASE HOUSEHOLD ACCESS TO THE PANTRY AND GROW DISTRIBUTION - 20% (\$14,290.00) -- Purchase rolling metal shelving, grocery carts --Purchase large fans for cooling, --Help cover rent/utilities costs to add one day (or more) to our weekly operational schedule --Help defray the costs of building/box truck, other minimal repairs and maintenance --Purchase basic supplies such as registration labels --Purchase minimal food needed to provide food for those experiencing homelessness or unable to prepare food

D.3. Describe program services including frequency, duration and intensity. Example: Weekly financial literacy sessions for 20 clients for 6 months or completion of curriculum.

CURRENT - Friday Food Fellowship Drive-through food box distribution from our Largo location on Fulton Street, every Friday (except when holidays fall on a Friday) will serve 250-300 households with program improvements increasing our capacity to serve more households in that time frame. PROPOSED - Addition of Victor's Pantry Market with a client-choice model (self-selection of food items within established guidelines) on Wednesday evenings 5:00-7:00 pm at our Largo location on Fulton Street will lead directly to an increased number of households served, more effectively. This program will allow us to serve up to an additional 150 households (nearly 450 individuals) each week. POTENTIAL - We will potentially add monthly Saturday morning hours for Victor's Pantry Market once Wednesdays are fully established and successful.

D.4. What is the target population and eligibility criteria for the program?

Our overall food pantry target population are the area residents of Pinellas County who are food insecure. There are no eligibility criteria except that those who visit are here during our food distribution hours. We do collect statistics to understand basic demographics of those who are visiting and how often. Households may visit either the Friday Food Fellowship or Victor's Pantry Market (not both) once per week. Households in the local community access the food pantry to address their food needs as often as weekly, or occasionally throughout the year. FOR EXPANDED HOURS, we anticipate reaching people who are food insecure but cannot attend our current Friday afternoon distribution because of work, school age children, disability, lack of transportation during the day, or other challenges. FOR OUR NEW VICTOR'S PANTRY MARKET, we will be open to special populations with dietary needs such as diabetes, formula/baby food, those experiencing homelessness and currently standing in line with cars, and others with non-traditional needs. Once our priority groups' needs are met, we hope to open Victor's Pantry Market, so others have the option to choose their own food.

D.5. Provide the geographic service area(s) and hours and days for the program during contract period.

We are located within the city of Largo, in Pinellas County. We serve everyone who visits the food pantry, as long as we have food available. Food insecurity has no geographic boundaries. We know that the overwhelming majority of our visitors are from Pinellas County. In the last 3 years, over 50% of our visitors have given 33771 or 33770 as their current zip code. Roughly 30% are from other Pinellas County zip codes, while 10% provide an incomplete or no zip code. CURRENT FOOD DISTRIBUTION (FRIDAY FOOD FELLOWSHIP) PROGRAM HOURS - Fridays, 2:00-3:30 pm, with volunteers and limited staff resources on-site to receive food prior to distribution and to pack and provide food for smaller organizations picking up food to distribute in their local community. NEW EXPANDED MODEL - --Continuing Friday Food Fellowship Drive-through food pantry Every Friday 2:00-3:30pm --New - Victor's Pantry Market Every Wednesday 5:00-7:00pm --Potential - Once a month – to coincide with the monthly Neighborhood Knowledge Network workshops and resources we hope to add on Saturday mornings beginning in Fall 2025

D.6. Describe the program staff, including qualifications, expertise, and credentials, if required.

PROGRAM MANAGER - propose moving Pastor Michael Carter to this employment role (initially 16 hrs/wk) --Oversee and manage the entire scope of pantry operations, with a focus on Victor's Pantry Market, ensuring effective food distribution to individuals and families in need - coordinate program, supervise staff, conduct outreach, recruit volunteers, ensure compliance with relevant food safety regulations, community awareness, fundraising. --Minimum of 2-3 years of experience managing a food pantry or similar community-based program --Experience in staff supervision, volunteer management, and program coordination --Familiarity with food safety regulations and inventory management --Strong organizational and problem-solving skills --Ability to work effectively with diverse populations with empathy and respect --Ability to lift and carry up to 40 lbs and perform physical tasks PREFERRED --Knowledge of community resources and referral systems --Experience with grant writing

PANTRY SUPERVISOR – proposed (20 hrs/wk) Manages Victor's Pantry Market operations, ensuring efficient display and presentation of food, maintaining inventory, coordinating volunteers, and fostering a welcoming environment. --Ability to lift and carry 25-30 lbs and stand for extended periods --Ability to work with diverse populations with dignity and respect PREFERRED --Previous experience in food service, nonprofit management, or social services --Experience inventory management and data tracking

DRIVER – proposed (10 hrs/wk) Transports food and pantry supplies to the pantry and to various external partners --Good driving record and a current driver's license --Ability to work effectively with diverse populations --Ability to lift and carry up to 40 lbs and stand for extended periods

VOLUNTEER "STAFF" --Board members actively serving in the pantry --Required community service participants --Pantry clients who choose to volunteer --Corporate volunteers --Many community volunteers

E. Program Outcomes and Goals

Completed by lisa@collinsgrantconsulting.com on 4/3/2025 5:16 PM

Case Id: 18968

Name: Victor Newman Ministries

Address: *No Address Assigned

E. Program Outcomes and Goals

Please provide the following information.

E.1. Describe the goal(s) of the program using the Program Goals and Outcomes Template [Program Goals and Outcomes Template](#). Please download, complete, and upload below. Include for each goal being addressed:

- **Outcomes** - *Describe the changed state in the program participants or broader community that can be measured and identified. Include % change.*
- **Indicators** - *Identify qualitative and quantitative indicators to measure the outcomes.*
- **Methods of Evaluation** - *Identify how these outcomes will be measured (e.g. surveys, staff observation, program plans, assessments, self-reports.*
- **Measurement Intervals** – *Identify when the measures will be captured. (The goals and objectives must be measurable within a twelve (12) month period.)*



Outcomes and Goals Template Save as Outcomes and Goals Agency name *Required

Outcomes and Goals Victor Newman Ministries Inc.pdf

E.2. What information will be collected to demonstrate program success?

The overall goal is to expand food access for Pinellas County residents who are food insecure. To demonstrate this, we will collect weekly numbers of households served and the number of unique households served. We will collect information from Victor's Pantry Market to demonstrate that households/individuals feel more dignity and trust through the client-choice, in-person experience. This will be done through --Informal surveys --Staff observation We will evaluate participant questionnaires available through Feeding America and other sources to consider adopting one to evaluate and improve our operations and distribution. We will collect the number and percentage increase of volunteers registered and the number and percentage increase in volunteer "staff" and hours weekly, quarterly, and annually to measure our success in recruiting, retaining, and fully utilizing volunteers.

E.3. Describe how client/individual data is collected. (Please be specific on the platform your program uses if you collect data electronically, and the interval at which data is collected)

DEMOGRAPHICS We collect limited data, based on an ID. (Name, zip code, phone, email (optional), # of adults in household, # of children, # who are veterans, and # who are receiving disability). **NEW DATABASE** We have just implemented a new database / scan-in process utilizing EventDex software, with mobile ScanAttendee used at point of distribution for check-in. This is much more efficient and streamlined than asking them to spell their name each week! The ID cards have also proved to be a great esteem-builder, too. (We imported previous data that had been collected utilizing AirTable as our database). Each household is given a Victor Newman Ministries ID Card which they must show to pick up food. We track numbers of households accessing the food pantry weekly to ensure we have enough food boxes from week to week. We track numbers quarterly for trends and longer term planning. We will evaluate participant questionnaires available through Feeding America and other reputable sources to consider adopting one for program evaluation. We will track volunteer registration through EventDex and participation

through ScanAttendee each time.

F. Budget

Completed by lisa@collinsgrantconsulting.com on 4/3/2025 5:16 PM

Case Id: 18968

Name: Victor Newman Ministries

Address: *No Address Assigned

F. Budget and Financial Sustainability

Please provide the following information.

F.1. Total Agency budget for entire organization (local) This should be the largest amount.

\$165,673.00

F.2. Total Program budget. Amount currently allocated to fund the program with the requested Social Action Funding.

\$152,873.00

F.3. Total Pinellas County Social Action Funding request.

\$72,370.00

F.4. What percentage of the program budget will be funded with Pinellas County Social Action Funding?

47.30%

F.5. What other funders also financially support this program? To include the amount of funding and what those funds are used for.

To date, we have relied primarily on donations from individuals, organizations, and corporations totaling \$60,000.00. -- 25+ individuals help sustain VNM through monthly giving. We plan to hope to grow this number in the year ahead through board and volunteer efforts. --We recently received a \$15,000 donation (grant) from the Avery Ranch Party (third party fundraiser), which enabled us to buy a used forklift --We also received \$1,000 from the Lions Club, along with similar size donations from local businesses --We will be seeking additional funds primarily through business networking and challenges to purchase the two glass-front refrigerators and two glass-front freezers required for the program, which are considered capital (as we at VNM understand it).

F.6. What other Pinellas County funding does the organization receive for any and all programs?

N/A - We do not receive any other Pinellas County funding or any government funding for our organization.

F.7. Describe the organizations plan for financial and program sustainability beyond fiscal year 2026.

We understand the need for financial sustainability and are embarking on a plan to develop our fundraising to support ongoing expenses of our pantry. We currently rely on individual, organization, and corporate support, all of which continue to grow. We currently have 25+ monthly sustaining donors and are seeking ways to increase that number. We participate in the largest Business Networking International Chapter in Florida, which meets each week in Clearwater. This is also the second-largest in the country). Businesses in the group conduct food drive challenges and donate to specific asks. Our weekly participation in BNI meetings provide a powerful reminder of our vital role in Pinellas County. We are more fully developing our internal structure and grant readiness and will continue to seek other sources of grants (primarily foundations) and corporate sponsorships in the year ahead. We recently benefited from a third-party fundraiser and will continue to seek these opportunities, as they are a great way to increase awareness and generate funds without the burden of creating events within our current team. Volunteers are the backbone of our organization,

with a roster of 200+, with 15-20 actively volunteering and supporting the pantry on Fridays. We will seek to increase our volunteer base to support this expansion.

F.8. Please download and complete the [Annual Budget](#) form.



Annual Budget Narrative *Required

Annual Budget Victor Newman Ministries Inc.xlsx

G. Required Documents

Completed by lisa@collinsgrantconsulting.com on 4/3/2025 5:40 PM

Case Id: 18968

Name: Victor Newman Ministries

Address: *No Address Assigned

G. Required Documents

Please upload the following documents.

Documentation



Proof of 501(c)(3) status save as 501c3 Agency name *Required

501c3 Victor Newman Minsitries, Inc..pdf



Proof of incorporation in the State of Florida for at least one (1) year Save as Incorporation Agency name

***Required**

Incorporation Victor Newman Ministries, Inc..pdf



Most Recent Financial and Single Audit (required if available) or IRS Form 990 (only if audit unavailable) Save as Audit Agency name *Required

IRS Form 990 Victor Newman Ministries, Inc..pdf



W-9 with legal name which matches that of applicant name Save as W9 Agency name *Required

W9 Victor Newman Ministries, Inc..pdf



Current Certificate of Insurance Save as Insurance Agency Name *Required

Insurance Victor Newman Ministries, Inc..pdf



Completed [Internal Control Checklist](#) Save as Internal Control Checklist Agency name *Required

Internal Control Checklist Victor Newman Ministries, Inc..pdf

☒ [Annual Budget Report](#) Save as Annual Budget Agency name ***Required**

Annual Budget Victor Newman Ministries Inc.xlsx

☒ [Outcomes and Goals Template](#) Save as Outcomes and Goals Agency name ***Required**

Outcomes and Goals Victor Newman Ministries Inc.pdf

☐ [Current state licenses or registrations](#)

****No files uploaded**

☒ [Local Agency Organizational Chart](#) Save as Org chart Agency name ***Required**

Org Chart Victor Newman Ministries, Inc..pdf

☒ [Program Job Descriptions, if funding supports salaries if applicable](#) Save as Job Descriptions Agency name

Job Descriptions Victor Newman Ministries, Inc..pdf

☐ [Housing First Checklist, if applicable](#) Save as Housing First Agency name

****No files uploaded**

☐ [Shelter Entrance Criteria, if applicable](#) Save as Shelter Entrance Criteria Agency name

****No files uploaded**

☒ [Data Control Questionnaire](#) Save as Data Control Questionnaire Agency Name ***Required**

Data Control Questionnaire Victor Newman Ministries, Inc..pdf

☒ [HS E-Verify Affidavit](#) Save as Everify Agency name ***Required**

Everify Victor Newman Ministries, Inc..pdf

☒ [Board Member List, Including mailing and email addresses and phone numbers, if applicable](#) Save as Board Members Agency name

☐ **Accreditation, if applicable Save as Accreditation Agency name**

***No files uploaded*

☒ **Human Trafficking Affidavit Save as Human Trafficking Agency Name **Required***

Human Trafficking Victor Newman Ministries, Inc..pdf

☐ **Travel / Mileage policy if funding is requested Save as Travel policy Agency name**

***No files uploaded*

☒ **Conflict of Interest Policy if available Save as Conflict of Interest Agency name**

Conflict of Interest Victor Newman Ministries, Inc..pdf

☒ **Program Policy and Procedures if available Save as Program Policy and Procedures Agency Name**

Program Policies and Procedures Victor Newman Ministries, Inc..pdf

Submit

Completed by lisa@collinsgrantconsulting.com on 4/3/2025 5:50 PM

Case Id: 18968

Name: Victor Newman Ministries

Address: *No Address Assigned

Certification

Once an application is submitted, it can only be "Re-opened" by an Administrator.

By clicking submit, I certify that I am an authorized representative of the proposing agency and the information contained in this application is true and accurate to the best of my knowledge and due diligence.

I also understand that applications are limited to one per organization, and if more than one application is submitted by my organization, only the most recent will be considered for funding.

Authorized Representative Signature

Yvette Carter

Electronically signed by lisa@collinsgrantconsulting.com on 4/3/2025 5:43 PM

Date Submitted

04/03/2025

Program Description

Completed by dsummers@familyhearinghelp.org on 3/18/2025
11:58 AM

Case Id: 18970

Name: Sertoma Speech & Hearing Foundation of

Address: *No Address Assigned

Program Description

Please provide the following information.



Social Action Funding Application for the funding period of October 1, 2025 - September 30, 2026

**Pinellas County Board
of County
Commissioners**
Human Services
440 Court St, 2nd Floor
Clearwater, FL 33756

Pinellas County Human Services is accepting applications from qualified non-profit organizations desiring to provide social services to low-income residents of Pinellas County.

The Social Action Grant Program provides funding to social service organizations for priority services that directly support Pinellas County.

The attached Social Action Grant Program application instructions outline the competitive process for the selection of organizations to receive Social Action Funding Grants as allocated by the Pinellas County Board of County Commissioners (Board) for FY 2026

Funding applications are limited to a minimum of \$10,000.00 and a maximum of \$150,000.00. Only one (1) application may be submitted per agency. Applicants may apply for either a large award (\$100,000.00 - \$150,000.00), or a small award (\$10,000.00 - \$99,999.00). A maximum of five large awards will be made, with the remainder of funding allocated to small awards. The amount requested does not guarantee an award. Actual awards will be based on the recommendation of the review committee and approval of the Board. The funding priorities for the Social Action Grant Program are:

- **Food and Nutritional Services:** including food banks, meal delivery, congregate dining, and related supportive services.
- **Homeless Prevention and Supportive Services:** including homeless outreach and engagement, prevention and diversion services, system navigation, and shelter and housing support.
- **Healthcare and Human Services for Disadvantaged Residents:** including, but not limited to, specialized healthcare services, workforce development, life skills training and support, transportation or mobility assistance, chore services, health and hygiene support, and specialized mentoring or educational programs for

disadvantaged populations.

- **Supportive Services for an Aging Population:** any of the above listed types of programs or additional supportive programs targeted to an aging population.

The submission deadline for all applications is April 4, 2025 at 4:00 PM (no exceptions). Organizations must utilize the online application through the Neighborly System. Please allow ample time for submission and technological challenges, as late applications will not be accepted. For questions regarding your application, please contact: Amanda Craft at acraft@pinellas.gov.

ELIGIBILITY CRITERIA

- ☒ The applicant organization must agree to the terms and conditions contained in the Pinellas County Social Action Program Agreement. **NO EXCEPTIONS** to the terms and conditions of the agreement will be permitted. The County reserves the right to update these terms and conditions from time to time and as needed to meet the needs of the County.

DISCLAIMER

- ☒ Pinellas County Government reserves the right to: 1) cancel the application process; 2) accept or reject any or all applications received; 3) waive any non-substantive deficiency or irregularity, waive or remedy any technical or immaterial errors; 4) request any necessary clarifications of proposal data without changing the terms of the proposal; 5) negotiate with any qualified applicant; 6) award a contract in what it believes to be the best interest of the County; 7) cancel the request, in part or its entirety, if it is deemed to be in the best interest of the County; 8) reject the program of any applicant that has previously failed to perform properly; 9) reject the program of any applicant who has failed to complete a contract within the specified timeframe; 10) reject the program of any applicant that is not in a position to fulfill a resulting contractual obligation.

EXCLUSIONS

The following are not eligible for Social Action Grant funding:

1. Capital Expenses
2. Improvements to Real Properties
3. Indirect Cost Rate (e.g. a fixed % of the program budget; direct costs are allowable)
4. Research studies or technical assistance
5. Employee or volunteer incentives
6. Legal fees or any expenses specifically related to criminal activity including court costs, citations, restitution, child support, alimony, or immigration related expenses
7. Alcohol, tobacco, firearms or lottery tickets
8. Expenses related to immigration or returning to country of origin
9. Gift Cards
10. Money orders
11. Property taxes
12. Vehicle purchases

FATAL CRITERIA

- Agency has not been incorporated in the State of Florida for a minimum of one (1) year.
- Agency does not have a 501 (c) (3) status for a minimum of one (1) year.
- Agency is not in compliance with an existing County contract at the time of submission.
- Agency's proposal is under/over the minimum (\$10,000.00)/ maximum (\$150,000.00).
- Application is late (system will not allow incomplete or late submissions).
- Application does not include a budget.

Please [CLICK HERE](#) to download a copy of the full program description.



I acknowledge that I have clicked the above link and reviewed all program documentation.

Please [CLICK HERE](#) to download a copy of the Agreement.



I acknowledge that I have clicked the above link and reviewed and agree to all terms.

Please [CLICK HERE](#) to view Frequently Asked Questions

NOTE: Incomplete applications will not be accepted by the system.

Eligibility

Completed by dsummers@familyhearinghelp.org on 3/18/2025
11:59 AM

Case Id: 18970

Name: Sertoma Speech & Hearing Foundation of

Address: *No Address Assigned

Eligibility

Please provide the following information.

1. Is the applicant organization a non-profit 501 (c) (3) organization for at least one (1) year and incorporated in the State of Florida for at least one (1) year prior to date of application? The program is funded by local tax revenue. As such, publicly funded organizations are not eligible for awards under this solicitation.

Yes

2. Is the applicant organization the organization providing the proposed services? Subcontracting of contractual services is prohibited.

Yes

3 Do the proposed programs/services serve residents of Pinellas County?

Yes

4. Is the mission of the applicant organization consistent with the goals of the Social Action Grant Program to address the health, economic, and social well-being of Pinellas County residents in need of assistance? The applicant organization must not discriminate against any applicant for employment or employee with respect to hire, tenure, terms, conditions or privileges of employment or any matter directly or indirectly related to employment or against any client because of age, sex, race, ethnicity, color, religion, national origin, disability, marital status, or sexual orientation.

Yes

5. Does the applicant organization discriminate against any person on the basis of age, sex, race, ethnicity, color, religion, national origin, disability, marital status or sexual orientation in admission, treatment, or participation in its programs, services and activities?

No

6. Do the programs proposed by faith-based organizations have a secular purpose, and do not require worship or religious instruction activities? Services provided by faith-based organizations must be available to all Pinellas County residents, not solely for congregation members.

N/A

7. Are you an individual seeking financial assistance for yourself or another individual?

No

A. Agency Information

Completed by dsummers@familyhearinghelp.org on 3/29/2025
11:14 AM

Case Id: 18970

Name: Sertoma Speech & Hearing Foundation of

Address: *No Address Assigned

A. Agency Information

Please provide the following information.

LEGAL AGENCY INFORMATION (FOR CONTRACT)

A.1. Legal Organization Name

Sertoma Speech & Hearing Foundation of Florida, Inc.

A.2. DBA (if applicable)

A.3. Legal Address

5211 US 19 Suite 200 New Port Richey, FL 34652

PROJECT INFORMATION

A.4. Program Name/Project Title

Hearing & Speech Services for Pinellas County Residents

A.5. Summary - provide a brief summary of program and how funding would be utilized.

To provide hearing and speech care to financially disadvantaged individuals in Pinellas County.

A.6. Physical Program Address

5211 US 19 Suite 200 New Port Richey, FL 34652

A.7. Program Manager First Name

Debra

A.8. Program Manager Last Name

Golinski

A.9. Program Manager Title

President and CEO

A.10. Program Manager Email

debra@familyhearinghelp.org

A.11. Program Manager Phone Number

(727) 312-3881

APPLICATION CONTACT INFORMATION

A.19. First Name

Doreen

A.20. Last Name

Summers

A.21. Contact Person/Title

Grant Writer

A.22. Contact Email

dsummers@familyhearinghelp.org

A.23. Telephone

7273123881

A.24. Executive Officer with signing authority First Name

Debra

A.25. Executive Officer with signing authority Last Name

Golinski

A.26. Executive Officer Title

President and CEO

A.27. Executive Officer Email

debra@familyhearinghelp.org

A.28. Executive Officer Phone Number

(727) 312-3881

A.12. Social Action Funding Priority Area

Note: Only one (1) application may be submitted per organization. If more than one is submitted, only the first will be considered for funding.

Healthcare and Human Services for Disadvantaged Residents

A.13. Funding Category **ONLY SELECT ONE**

☒ \$10,000.00-\$99,999.00

☐ \$100,000.00-\$150,000.00

A.14. Total Amount Requested

Note: Max request is \$150,000.00
\$50,000.00

A.15. Taxpayer/Employer ID

59-2182519

A.16. Unique Entity Identifier (UEI- Federal SAM.GOV Number, if registered

PY2AZ8DSB1U9

A.17. Date of incorporation in Florida

03/30/1982

A.18. Date of 501(c)(3) Status

12/01/1982

B. Organization Profile

Completed by dsummers@familyhearinghelp.org on 3/29/2025
11:21 AM

Case Id: 18970

Name: Sertoma Speech & Hearing Foundation of

Address: *No Address Assigned

B. Organization Profile

Please provide the following information.

B.1. Describe how the mission and purpose of the agency align with the funding priority area.

Healthcare and Human Services for Disadvantaged Residents: Sertoma is the only nonprofit organization providing an ongoing program of free hearing screenings, fittings, adjustments, and low or waived-cost hearing devices to deaf or hard-of-hearing infants, children, adults, and seniors, especially in poor, underserved, or rural communities, where the choice is often between food, necessities, or hearing assistance. Sertoma's mission since 1982 has been to provide high quality hearing and speech care to Floridians at an affordable rate. Sertoma's clients often only pay between \$200 and \$300 for hearing devices, rather than the thousands they would spend at a big box hearing aid retailer. Sertoma has a fleet of mobile audiology units specifically designed to identify hearing loss. Our mobile clinics travel to community centers, homeless populations, and low-income areas. We screen Pinellas residents for hearing loss; our audiologist prescribes hearing aids for those unable to pass the hearing tests. Our literacy program provides daycares and early learning sites with free books, activity booklets, and read-along videos. Disadvantaged families often have high insurance deductibles before they can access needed hearing and speech care for their children. Additionally, individuals and families must choose between paying for bills and groceries or needed speech therapy. Sertoma's speech services are free for those who do not have the ability or resources to pay for traditional speech care. With the funds received from this grant program, Sertoma plans to provide discounted hearing aids to Pinellas County residents of any age and free speech services for Pinellas County children.

B.2. Describe your board membership and how the board is reflective of the target population.

Sertoma's board is representative of individuals with hearing loss. One member of our board is a licensed audiologist, one wears hearing aids, one has a wife who wears hearing aids, and another has a granddaughter who wears cochlear implants. Sertoma's board is heavily involved and represents individuals who are deaf or who have hearing loss well. In addition, Sertoma's CEO has a cousin who was treated later in life with hearing loss.

B.3. Explain the organization's experience relevant to the proposed priority area.

Founded in 1982, Sertoma conducts free hearing loss screenings and evaluations for over 7,000 Pinellas since 2023 alone, providing free hearing services and low-cost or waived-cost devices, and focusing on homeless and low-income families in underserved, rural areas. Sertoma has provided services to a diverse population from infancy to the end of life in a caring and compassionate environment regardless of their ability to pay. Once an individual contacts our organization, they become a client for life and we continue to enhance and advance our present services to infants, children, adults, the elderly, and the working population. Since our founding, we have evolved to be a leader in providing speech therapy and hearing services. Sertoma partners heavily with the Florida Department of Health to ensure clients are aware of our services.

B.4. Describe your onboarding process and program implementation timeline across the organization and for this program.

Immediately after contract execution, Sertoma will begin contact with our existing contacts in Pinellas County who have

attempted to refer patients to Sertoma for speech services. Based on the extensive backlog of patients in Pinellas County and the time expected for patients to complete new patient paperwork, Sertoma anticipates speech services to begin within one month of contract execution. Sertoma currently has a SLP on staff who will have expanded work hours to perform speech services under this contract with funding. For audiology services, Sertoma will expand efforts to reach patients in Pinellas County. Additional sites for screenings at parks, daycares, schools, senior homes, community centers, and more will begin immediately after contract execution. This funding will send further referrals to Sertoma's clinic and audiologist who will begin seeing these patients under expanded hours from this contract's funding.

C. Community Needs

Completed by dsummers@familyhearinghelp.org on 3/29/2025
11:30 AM

Case Id: 18970

Name: Sertoma Speech & Hearing Foundation of

Address: *No Address Assigned

C. Community Needs

Please provide the following information.

C.1. Clearly identify the need to be addressed through the proposed program.

Individuals in Pinellas County struggle to pay for hearing aids and devices. Specifically, the seniors and working class, have a difficult time paying. For children, Florida's public health programs such as Medicaid and KidCare pay for devices. Additionally, Sertoma's Children's Hearing Aid Program pays for devices for children. There are no state-run programs providing assistance for adults and seniors. Medicare advertises coverage; however, this coverage is typically just a \$500 to \$1,000 credit for use at a specific location. This can reduce the cost from \$6,000 to \$5,000, but this is still not affordable for the working class and seniors who live on a fixed income. Over 95% Sertoma's clients report improvement in their lives due to better hearing. For Sertoma's speech services, children in Pinellas County do not have adequate access to speech services. In speaking with parents in Pinellas County, individual speech services that used to be provided in school systems are now provided in group sessions. This leads to slower progression as the child is no longer getting one-on-one attention from the therapist. Additionally, when parents attempt to take their children to a speech language pathologist outside of the school system, they are faced with long waiting lists and exorbitant costs. For many insurance plans, speech therapy is not covered until the deductible is met. Additionally, for plans without a deductible or if it has been met, the copay for services is between \$25 and \$50 for a set number of sessions. If a child goes to speech therapy for two thirty-minute sessions per week, this is about 100 sessions. Due to insurance limits on many policies, they will only pay for 30 to 50 sessions per child per plan year. This leaves the family on the hook for the remainder of the bill, which can get expensive quickly. Further, for working class families, taking a trip to the child's speech therapist during work hours costs the family money in the lost working hours. Sertoma has solved this issue by offering speech services via tele-therapy in the evening with a SLP. Sertoma's children in speech therapy have improved their scores over 14% on average over a 6-month period.

C.2. Provide current supporting statistics or data specific to Pinellas County such as needs assessments, interviews, waiting lists, surveys, trends and/or analyses to demonstrate the need described in C1.

Due to lack of funding, Sertoma does not have a wait list for hearing, but we do have appointments booked out several months. For example, a new patient calling in March 2025 for hearing services will likely get an appointment in early June at the earliest. Additionally, Sertoma has no additional capacity for speech services. Due to the intensive and ongoing nature of speech therapy, Sertoma's clients can be in speech therapy for up to two years as they progress. While there is no specific data on the exact number of individuals with hearing loss in Pinellas County, over 15% of adults in the United States report hearing loss, according to the National Institute of Health. Anecdotally, Sertoma's patients served in Pinellas County in both our hearing and speech programs informed us that they would have gone without services if it were not for Sertoma's programs.

C.3. Is the program new and innovative, or is funding sought to expand capacity or service in an existing program, or continuation of current funding? No points to be assessed for this question.

Expand Capacity or Service

C.4. If new and innovative, discuss what is currently being done in the community to address the need and how this program differs to provide better results. If expanding capacity, describe the current services available in the community, numbers unserved, and how the proposed program will reduce the number of unserved. If continuation of funding discuss what has been done to obtain alternate funding?

This is an expansion of our current programs. Due to lack of funding, Sertoma is currently booking patients out several months for hearing programs and is not currently accepting new patients for speech services. Sertoma estimates we could serve an additional 2,000 clients through identification and fitting of hearing devices and an additional 300 speech visits. This is specific for Pinellas County residents.

If currently funded, please provide outcomes/utilization/success?

☐ **Outcomes/Utilization/Success**

***No files uploaded*

C.5. Describe how the proposed program will coordinate with existing programs in the community. If program is working with partners, please include a collaborative letter showing how both sides would be working on project.

As the only nonprofit organization in Florida providing these services, we are unique. We receive referrals from existing healthcare programs in the community. This includes other nonprofit agencies which include, but are not limited to, the Clearwater Free Clinic, St. Petersburg Free Clinic, Homeless Empowerment Program, and more. Sertoma also receives referrals from and participates in screenings at local schools and daycares.

Please upload Collaborative Letter

☐ **Collaborative Letter**

***No files uploaded*

D. Scope of Services

Completed by dsummers@familyhearinghelp.org on 3/31/2025
11:46 AM

Case Id: 18970

Name: Sertoma Speech & Hearing Foundation of

Address: *No Address Assigned

D. Scope of Services

Please provide the following information.

Program Specifics

D.1. Describe the proposed program. Services to be delivered should be clearly identified. Include information regarding evidence-based practices or best practice models used, if applicable.

Sertoma proposes providing 2,000 clients through hearing loss identification and 300 visits for speech programs. Clients for hearing are identified through either a unique screening visit, a visit with Sertoma's audiologist, and being fit with a hearing aid. For speech services, Sertoma identifies a visit as when the child is present on the tele-therapy session with the speech language pathologist. For hearing screenings, hearing aid fittings, and speech services, Sertoma follows the guidelines set forth by the American Speech-Language-Hearing Association, American Academy of Audiology, and the Early Hearing Detection and Identification office of the federal government.

D.2. What will the funding be used to purchase or pay for to support the program? This should align with the attached Annual Budget and Operational Narrative and the selected priority area (A.12. of the application). Include how does this funding request supplement, not duplicate, current program funding?

Current grants support this program in a small manner, which has led to our long wait for appointment times for hearing services and inability to book any more children for speech services. Funding for this program will supplement what has already been received in outside grant funding to expand access to crucial hearing and speech services for Pinellas County residents.

D.3. Describe program services including frequency, duration and intensity. Example: Weekly financial literacy sessions for 20 clients for 6 months or completion of curriculum.

Hearing identification will occur at minimum once per week in Pinellas County. Patients will be offered appointments at our clinic for hearing aids which occurs at minimum once per week. Speech services will be offered to patients two thirty-minute sessions weekly for a maximum of two years.

D.4. What is the target population and eligibility criteria for the program?

For hearing services, any individual with hearing loss or who feels they have a hearing loss in Pinellas County is eligible at any age. For speech services, children under the age of seven who reside in Pinellas County are eligible.

D.5. Provide the geographic service area(s) and hours and days for the program during contract period.

Sertoma will serve patients in all regions of Pinellas County. Sertoma's administrative office is open Monday to Friday from 8am to 4:30pm, excluding most federal holidays. Patient appointments run at minimum once per week until 6:30pm.

D.6. Describe the program staff, including qualifications, expertise, and credentials, if required.

Both Sertoma's audiologist and speech-language pathologist proposed under this grant are licensed by the Florida

Department of Health. Sertoma's audiologist has a doctorate degree in audiology and the speech-language pathologist has a master's degree in speech. Both professionals practice in line with professional standards set forth by the American Academy of Audiology and the American Speech-Language-Hearing Association. Sertoma's audiologist has nearly 50 years of practical experience in audiology and Sertoma's speech-language pathologist has over 35 years of practical experience.

E. Program Outcomes and Goals

Completed by dsummers@familyhearinghelp.org on 3/29/2025
11:52 AM

Case Id: 18970

Name: Sertoma Speech & Hearing Foundation of

Address: *No Address Assigned

E. Program Outcomes and Goals

Please provide the following information.

E.1. Describe the goal(s) of the program using the Program Goals and Outcomes Template [Program Goals and Outcomes Template](#). Please download, complete, and upload below. Include for each goal being addressed:

- **Outcomes** - *Describe the changed state in the program participants or broader community that can be measured and identified. Include % change.*
- **Indicators** - *Identify qualitative and quantitative indicators to measure the outcomes.*
- **Methods of Evaluation** - *Identify how these outcomes will be measured (e.g. surveys, staff observation, program plans, assessments, self-reports.*
- **Measurement Intervals** – *Identify when the measures will be captured. (The goals and objectives must be measurable within a twelve (12) month period.)*



Outcomes and Goals Template Save as Outcomes and Goals Agency name *Required

Outcomes & Goals Sertoma Speech & Hearing Foundation of Florida, Inc..docx

E.2. What information will be collected to demonstrate program success?

Sertoma collects the address from the patient to verify their residential information. Sertoma then verifies this data to ensure they reside in Pinellas County. Sertoma also collects the number of hearing screenings performed, number of hearing aids distributed, and number of speech sessions provided.

E.3. Describe how client/individual data is collected. (Please be specific on the platform your program uses if you collect data electronically, and the interval at which data is collected)

Data is entered into an internal database accessible to Sertoma staff. Data is entered immediately after services are rendered.

F. Budget

Completed by dsummers@familyhearinghelp.org on 3/29/2025
12:01 PM

Case Id: 18970

Name: Sertoma Speech & Hearing Foundation of

Address: *No Address Assigned

F. Budget and Financial Sustainability

Please provide the following information.

F.1. Total Agency budget for entire organization (local) This should be the largest amount.

\$6,753,140.00

F.2. Total Program budget. Amount currently allocated to fund the program with the requested Social Action Funding.

\$97,000.00

F.3. Total Pinellas County Social Action Funding request.

\$50,000.00

F.4. What percentage of the program budget will be funded with Pinellas County Social Action Funding?

51.55%

F.5. What other funders also financially support this program? To include the amount of funding and what those funds are used for.

Sertoma receives several statewide grants for use in all 67 counties. The funders below include an estimate of what will be spent in Pinellas County this fiscal year. Florida Association of Free & Charitable Clinics - \$20,000 State of Florida, Department of Health - \$20,000 Community Foundation of Tampa Bay - \$5,000 Better Living for Seniors - \$2,000

F.6. What other Pinellas County funding does the organization receive for any and all programs?

Sertoma does not receive funding for specific programs other than those listed in F5.

F.7. Describe the organizations plan for financial and program sustainability beyond fiscal year 2026.

Sertoma retains the services of a staff grant writer to support Sertoma's efforts in sustainability. By receiving additional funding from Pinellas County Human Services, Sertoma will be able to have data and statistics for future funders about additional services that can be performed.

F.8. Please download and complete the [Annual Budget](#) form.



Annual Budget Narrative *Required

Annual Budget Sertoma Speech & Hearing Foundation of Florida, Inc..xlsx

G. Required Documents

Completed by dsummers@familyhearinghelp.org on 3/31/2025
11:59 AM

Case Id: 18970

Name: Sertoma Speech & Hearing Foundation of

Address: *No Address Assigned

G. Required Documents

Please upload the following documents.

Documentation



Proof of 501(c)(3) status save as 501c3 Agency name *Required

501c3 Sertoma.pdf



Proof of incorporation in the State of Florida for at least one (1) year Save as Incorporation Agency name

***Required**

Incorporation Sertoma.pdf



Most Recent Financial and Single Audit (required if available) or IRS Form 990 (only if audit unavailable) Save as Audit Agency name *Required

Audit Sertoma 2024.pdf



W-9 with legal name which matches that of applicant name Save as W9 Agency name *Required

W9 Sertoma.pdf



Current Certificate of Insurance Save as Insurance Agency Name *Required

Insurance Agency Sertoma.pdf



Completed [Internal Control Checklist](#) Save as Internal Control Checklist Agency name *Required

Internal Control Checklist Sertoma.pdf

☒ [Annual Budget](#) Report Save as Annual Budget Agency name ***Required**

Annual Budget Sertoma.xlsx

☒ [Outcomes and Goals Template](#) Save as Outcomes and Goals Agency name ***Required**

Outcomes & Goals Sertoma Speech & Hearing Foundation of Florida, Inc..docx

☐ [Current state licenses or registrations](#)

****No files uploaded**

☒ [Local Agency Organizational Chart](#) Save as Org chart Agency name ***Required**

Org Chart Sertoma.pdf

☒ [Program Job Descriptions, if funding supports salaries if applicable](#) Save as Job Descriptions Agency name

Job Descriptions Sertoma.pdf

☐ [Housing First Checklist, if applicable](#) Save as Housing First Agency name

****No files uploaded**

☐ [Shelter Entrance Criteria, if applicable](#) Save as Shelter Entrance Criteria Agency name

****No files uploaded**

☒ [Data Control Questionnaire](#) Save as Data Control Questionnaire Agency Name ***Required**

Data Control Questionnaire Sertoma.pdf

☒ [HS E-Verify Affidavit](#) Save as Everify Agency name ***Required**

Everify Sertoma.pdf

☐ [Board Member List, Including mailing and email addresses and phone numbers, if applicable](#) Save as Board Members Agency name

****No files uploaded**

☐ Accreditation, if applicable Save as Accreditation Agency name

***No files uploaded*

☒ [Human Trafficking Affidavit](#) Save as Human Trafficking Agency Name ***Required**

Human Trafficking Sertoma.pdf

☐ Travel / Mileage policy if funding is requested Save as Travel policy Agency name

***No files uploaded*

☒ Conflict of Interest Policy if available Save as Conflict of Interest Agency name

Conflict of Interest Sertoma.pdf

☐ Program Policy and Procedures if available Save as Program Policy and Procedures Agency Name

***No files uploaded*

Submit

Completed by dsummers@familyhearinghelp.org on 3/31/2025
12:00 PM

Case Id: 18970

Name: Sertoma Speech & Hearing Foundation of

Address: *No Address Assigned

Certification

Once an application is submitted, it can only be "Re-opened" by an Administrator.

By clicking submit, I certify that I am an authorized representative of the proposing agency and the information contained in this application is true and accurate to the best of my knowledge and due diligence.

I also understand that applications are limited to one per organization, and if more than one application is submitted by my organization, only the most recent will be considered for funding.

Authorized Representative Signature

Debra J. Golinski

Electronically signed by dsummers@familyhearinghelp.org on 3/31/2025 12:00 PM

Date Submitted

03/31/2025

Program Description

Completed by edi@svdp.care on 4/3/2025 7:16 PM

Case Id: 18981

Name: SVdP CARES Food Center

Address: *No Address Assigned

Program Description

Please provide the following information.



Social Action Funding Application for the funding period of October 1, 2025 - September 30, 2026

**Pinellas County Board
of County
Commissioners**
Human Services
440 Court St, 2nd Floor
Clearwater, FL 33756

Pinellas County Human Services is accepting applications from qualified non-profit organizations desiring to provide social services to low-income residents of Pinellas County.

The Social Action Grant Program provides funding to social service organizations for priority services that directly support Pinellas County.

The attached Social Action Grant Program application instructions outline the competitive process for the selection of organizations to receive Social Action Funding Grants as allocated by the Pinellas County Board of County Commissioners (Board) for FY 2026

Funding applications are limited to a minimum of \$10,000.00 and a maximum of \$150,000.00. Only one (1) application may be submitted per agency. Applicants may apply for either a large award (\$100,000.00 - \$150,000.00), or a small award (\$10,000.00 - \$99,999.00). A maximum of five large awards will be made, with the remainder of funding allocated to small awards. The amount requested does not guarantee an award. Actual awards will be based on the recommendation of the review committee and approval of the Board. The funding priorities for the Social Action Grant Program are:

- **Food and Nutritional Services:** including food banks, meal delivery, congregate dining, and related supportive services.
- **Homeless Prevention and Supportive Services:** including homeless outreach and engagement, prevention and diversion services, system navigation, and shelter and housing support.
- **Healthcare and Human Services for Disadvantaged Residents:** including, but not limited to, specialized healthcare services, workforce development, life skills training and support, transportation or mobility assistance, chore services, health and hygiene support, and specialized mentoring or educational programs for disadvantaged populations.

- **Supportive Services for an Aging Population:** any of the above listed types of programs or additional supportive programs targeted to an aging population.

The submission deadline for all applications is April 4, 2025 at 4:00 PM (no exceptions). Organizations must utilize the online application through the Neighborly System. Please allow ample time for submission and technological challenges, as late applications will not be accepted. For questions regarding your application, please contact: Amanda Craft at acraft@pinellas.gov.

ELIGIBILITY CRITERIA

- ☒ The applicant organization must agree to the terms and conditions contained in the Pinellas County Social Action Program Agreement. **NO EXCEPTIONS** to the terms and conditions of the agreement will be permitted. The County reserves the right to update these terms and conditions from time to time and as needed to meet the needs of the County.

DISCLAIMER

- ☒ Pinellas County Government reserves the right to: 1) cancel the application process; 2) accept or reject any or all applications received; 3) waive any non-substantive deficiency or irregularity, waive or remedy any technical or immaterial errors; 4) request any necessary clarifications of proposal data without changing the terms of the proposal; 5) negotiate with any qualified applicant; 6) award a contract in what it believes to be the best interest of the County; 7) cancel the request, in part or its entirety, if it is deemed to be in the best interest of the County; 8) reject the program of any applicant that has previously failed to perform properly; 9) reject the program of any applicant who has failed to complete a contract within the specified timeframe; 10) reject the program of any applicant that is not in a position to fulfill a resulting contractual obligation.

EXCLUSIONS

The following are not eligible for Social Action Grant funding:

1. Capital Expenses
2. Improvements to Real Properties
3. Indirect Cost Rate (e.g. a fixed % of the program budget; direct costs are allowable)
4. Research studies or technical assistance
5. Employee or volunteer incentives
6. Legal fees or any expenses specifically related to criminal activity including court costs, citations, restitution, child support, alimony, or immigration related expenses
7. Alcohol, tobacco, firearms or lottery tickets
8. Expenses related to immigration or returning to country of origin
9. Gift Cards
10. Money orders
11. Property taxes
12. Vehicle purchases

FATAL CRITERIA

- Agency has not been incorporated in the State of Florida for a minimum of one (1) year.
- Agency does not have a 501 (c) (3) status for a minimum of one (1) year.
- Agency is not in compliance with an existing County contract at the time of submission.
- Agency's proposal is under/over the minimum (\$10,000.00)/ maximum (\$150,000.00).
- Application is late (system will not allow incomplete or late submissions).
- Application does not include a budget.

Please [CLICK HERE](#) to download a copy of the full program description.

☒ I acknowledge that I have clicked the above link and reviewed all program documentation.

Please [CLICK HERE](#) to download a copy of the Agreement.

☒ I acknowledge that I have clicked the above link and reviewed and agree to all terms.

Please [CLICK HERE](#) to view Frequently Asked Questions

NOTE: Incomplete applications will not be accepted by the system.

Eligibility

Completed by edi@svdp.care on 4/4/2025 10:55 AM

Case Id: 18981

Name: SVdP CARES Food Center

Address: *No Address Assigned

Eligibility

Please provide the following information.

1. Is the applicant organization a non-profit 501 (c) (3) organization for at least one (1) year and incorporated in the State of Florida for at least one (1) year prior to date of application? The program is funded by local tax revenue. As such, publicly funded organizations are not eligible for awards under this solicitation.

Yes

2. Is the applicant organization the organization providing the proposed services? Subcontracting of contractual services is prohibited.

Yes

3 Do the proposed programs/services serve residents of Pinellas County?

Yes

4. Is the mission of the applicant organization consistent with the goals of the Social Action Grant Program to address the health, economic, and social well-being of Pinellas County residents in need of assistance? The applicant organization must not discriminate against any applicant for employment or employee with respect to hire, tenure, terms, conditions or privileges of employment or any matter directly or indirectly related to employment or against any client because of age, sex, race, ethnicity, color, religion, national origin, disability, marital status, or sexual orientation.

Yes

5. Does the applicant organization discriminate against any person on the basis of age, sex, race, ethnicity, color, religion, national origin, disability, marital status or sexual orientation in admission, treatment, or participation in its programs, services and activities?

No

6. Do the programs proposed by faith-based organizations have a secular purpose, and do not require worship or religious instruction activities? Services provided by faith-based organizations must be available to all Pinellas County residents, not solely for congregation members.

Yes

7. Are you an individual seeking financial assistance for yourself or another individual?

No

A. Agency Information

Completed by edi@svdp.care on 4/3/2025 7:18 PM

Case Id: 18981

Name: SVdP CARES Food Center

Address: *No Address Assigned

A. Agency Information

Please provide the following information.

LEGAL AGENCY INFORMATION (FOR CONTRACT)

A.1. Legal Organization Name

Society of St. Vincent de Paul South Pinellas, Inc.

A.2. DBA (if applicable)

St. Vincent de Paul CARES

A.3. Legal Address

384 15th St. North St. Petersburg, FL 33705--2016

PROJECT INFORMATION

A.4. Program Name/Project Title

Food Center

A.5. Summary - provide a brief summary of program and how funding would be utilized.

The project supports the Food Center, which serves people experiencing homelessness and others who are food insecure and live in Pinellas County. The goal is to improve the nutritional value, quality, and diversity of the meals served to address hunger and encourage engagement in homeless assistance programs and other community resources available. The Food Center relies heavily on donations and volunteers for support. The funding from Pinellas County will be used to support certain food purchases, kitchen equipment, and the salary and benefits allocated to support the Food Center.

A.6. Physical Program Address

401 15th St. N St. Petersburg, FL 33705--2016

A.7. Program Manager First Name

John

A.8. Program Manager Last Name

Mafodda

APPLICATION CONTACT INFORMATION

A.19. First Name

Edi

A.20. Last Name

Erb

A.21. Contact Person/Title

Chief of Compliance

A.22. Contact Email

edi@svdp.care

A.23. Telephone

7272019871

A.24. Executive Officer with signing authority First Name

Michael

A.25. Executive Officer with signing authority Last Name

Raposa

A.26. Executive Officer Title

Chief Executive Office

A.27. Executive Officer Email

michael@svdp.care

A.28. Executive Officer Phone Number

(727) 954-7990

A.9. Program Manager Title

Deputy Chief of Homeless Programs

A.10. Program Manager Email

john@svdpsp.org

A.11. Program Manager Phone Number

(727) 896-3300

A.12. Social Action Funding Priority Area

Note: Only one (1) application may be submitted per organization. If more than one is submitted, only the first will be considered for funding.

Food and Nutritional Services

A.13. Funding Category **ONLY SELECT ONE**

☐ \$10,000.00-\$99,999.00

☒ \$100,000.00-\$150,000.00

A.14. Total Amount Requested

Note: Max request is \$150,000.00

\$150,000.00

A.15. Taxpayer/Employer ID

59-2380770

A.16. Unique Entity Identifier (UEI- Federal SAM.GOV

Number, if registered

U5XLSCJJP9A6

A.17. Date of incorporation in Florida

05/20/1985

A.18. Date of 501(c)(3) Status

05/07/2014

B. Organization Profile

Completed by edi@svdp.care on 4/3/2025 7:30 PM

Case Id: 18981

Name: SVdP CARES Food Center

Address: *No Address Assigned

B. Organization Profile

Please provide the following information.

B.1. Describe how the mission and purpose of the agency align with the funding priority area.

The Society of St. Vincent de Paul South Pinellas, Inc., dba St. Vincent de Paul CARES (SVdP CARES), is a faith-based organization whose mission is to be a beacon of light by transforming lives in the Vincentian spirit of charity, justice, and mercy through interpersonal connectivity. The organization was incorporated in 1985, relying on donations and volunteers to provide spiritual and material support to people in need who were hungry, living in poverty, and/or experiencing homelessness in Pinellas County. As community needs were identified, SVdP CARES secured local, state, and federal grants and sought private funding to increase services in Pinellas County and other communities with similar or emerging needs. We have expanded into 19 counties across Florida within the last 11 years. Our operating budget increased annually as we expanded into new territories and enhanced existing programs to serve more people. The continued growth shows our commitment to the SVdP CARES mission and speaks to the confidence funders have in SVdP CARES' ability to make the vision of ending homelessness a reality in the communities we serve. Our mission to transform lives in the Vincentian spirit of charity, justice, and mercy through interpersonal connectivity aligns well with the funding priority of Food and Nutritional Services and the application to support the Food Center. Access to nutritional food is critical for so many in our community. With access to one or more nutritious meals throughout the week, people living on the edge of poverty can use limited resources to maintain housing. People living on the streets who access a meal may be more likely to engage in assistance that could lead to housing and support their ability to realize the change they want to see in their lives. Access to food and the Food Center can be transformative with its co-location within the CARE Center, a multi-purpose facility in downtown St. Petersburg where individuals and families experiencing hunger and homelessness in Pinellas County can access an array of assistance. Services at the CARE Center include emergency overnight shelter for single adults, personal storage lockers, showers, restrooms, and respite for people 365 days a year. The CARE Center is staffed with Navigators and Case Managers who assist clients in applying for benefits and job opportunities and link them to resources to meet their needs for housing, healthcare, and treatment services. The Food Center includes a newly renovated, privately funded state-of-the-art kitchen that prepares food for participants of SVdP CARES programs and community residents of Pinellas County who are homeless and food insecure, including two hot meals a day, 365 days a year, and food boxes for low-income individuals and families in need. We are unique in the community in that we welcome anyone to have a meal with us at any time with no requirements or fees.

B.2. Describe your board membership and how the board is reflective of the target population.

SVdP CARES is governed by a voluntary group of citizens known as the Special Works Board. We currently have 11 members of the Board who meet every other month. While we experienced turnover in some of our members and lost some diversity, Board members know and understand the organization's mission, purpose, goals, programs, services, target populations, strengths, and needs. The Board's composition is currently 9% African American and 91% Caucasian, 27% female and 73% male, and they know they must have the ability to be sensitive to a target population that is 46.25% Black and 22.47% Hispanic. The agency uses focus groups and surveys to assist in understanding the needs of the population served. Board members offer stability to the organization. One board member has served since 2016, with 64% of members having served since October of 2021. The experiences and knowledge of the Board members make them invaluable to the Chief Executive Officer, including but not limited to their expertise in finance, accounting,

fundraising, governance, human relations, risk management, and strategic planning. While relevant experience is essential, the agency and Board are very committed to enhancing diversity to ensure representation of the counties and population served. Our Board makes every effort to be representative of the population assisted and to maintain at least one member of the Board who is homeless or formerly homeless. We recently accepted the resignation of a formerly homeless Board member who served six years with SVdP CARES. We gained an incredible perspective from Kevin's service. We are in the process of recruiting and interviewing one or more individuals to fill the role of formerly homeless and others to more closely represent the culture of the populations assisted.

B.3. Explain the organization's experience relevant to the proposed priority area.

For 39 years, SVdP CARES has assisted those in dire circumstances through well-managed, highly effective programs addressing their basic human needs for food, clothing, and shelter. SVdP CARES has consistently offered help to people who are homeless, hungry, and impoverished. The Food Center, located within the CARE Center, provides meals for people accessing emergency and transitional housing and others in the community experiencing a housing crisis and/or living in poverty who lack reliable access to nutritious food. The Food Center is managed by Executive Chef Brian Van Ness, who has a Culinary Arts degree and many years of experience in the hospitality industry. Chef Brian is assisted by a small staff and hundreds of volunteers to prepare two nutritious meals for the public 365 days a year. Last fiscal year, the Food Center provided 70,108 meals and distributed 12,955 pounds of food in boxes. SVdP CARES relies on established relationships with grocery stores and food retailers like Target and Walmart, restaurants, and businesses for donated food products. Access to donations minimizes food costs and supports nutritious meals to persons accessing overnight shelter, sleeping outdoors, and households stretching a budget. Food donations are assessed for quality and servability. Providing a quality, presentable, nutritious meal shows respect and values the person coming to the Food Center for a meal. When people feel valued, they are more likely to seek and accept help.

B.4. Describe your onboarding process and program implementation timeline across the organization and for this program.

With over 300 employees, SVdP CARES staff bring a wealth of knowledge and experience to the organization. To support successful onboarding, SVdP CARES has an extensive training program for new employee orientation and ongoing staff development for personal and professional growth. All staff receive training in SVdP CARES' mission, vision, and values and a general overview of the services, population served, procedures, organizational structure, funding sources, benefits, safety, and the commitment to Housing First. Other training includes the philosophy and intervention of Housing First trauma-informed care and support to work effectively and nonjudgmentally with people experiencing homelessness; diversion training to identify alternatives to entering the homeless system; and other housing-focused strategies to help people exit rapidly to permanent housing. The level of instruction is specific to the job. Staff working in the Food Center receive instruction in meal preparation, serving, storage, hygiene, and sanitizing. Monthly and annual training by SVdP CARES provides opportunities for employees to build on their skills and increase their knowledge to be in a better position to help the people we serve. While SVdP CARES seeks to recruit a diverse workforce, one that is based on client and staff analysis, to account for any gaps, training includes the knowledge, awareness, and skills to effectively engage people who may not share the same lived experience. The Food Center is an established program that has provided food and nutritional services to Pinellas County residents for 39 years. This program is expanding and improving the services provided by SVdP CARES for so many years. We do not anticipate any substantial setbacks in implementing the program immediately. The staff positions needed to carry out the proposed services are already in place. The agency has policies and procedures for program delivery. Using an internal database system, CaseWorthy, and the local Homeless Management Information System (PHMIS), staff can track the number of clients utilizing the CARE Center for food, shelter, and case management support. Upon notification of an award, key SVdP CARES personnel will meet to review the original application submitted and finalize an implementation plan. This will include an overview of the scope of services, outcome and reporting requirements, and expenses outlined in the program budget, with changes made as needed consistent with the award. Any positions not in place when notice of the award is received will

be advertised so they can be filled before the start of the contract. SVdP CARES' Finance Department will update the program in our fiscal software to ensure expenses are tracked appropriately with required backup documentation needed when submitting reimbursement requests through the term of the grant agreement. Data will be collected daily and reported quarterly to the county aligned with the Program Goals and Outcomes Matrix throughout the term of the grant agreement.

C. Community Needs

Completed by katie@svdpsp.org on 4/4/2025 2:32 PM

Case Id: 18981

Name: SVdP CARES Food Center

Address: *No Address Assigned

C. Community Needs

Please provide the following information.

C.1. Clearly identify the need to be addressed through the proposed program.

The need is hunger and the impact on someone's health when nutritious food is not available and further complications when people are at risk of or experiencing homelessness. Social determinants of health (SDOH) are the non-medical factors that influence health outcomes. They are the conditions in which people are born, grow, work, live, and age, as well as the broader forces and systems that shape daily life. These determinants have a significant impact on health disparities and overall well-being. Food insecurity and the lack of access to nutritious food are associated with increased risk for multiple chronic health conditions, such as diabetes, obesity, heart disease, and other chronic diseases. Health and food equity are deeply interconnected, as access to nutritious, affordable, and culturally appropriate food is critical for overall well-being. Food Equity ensures that all individuals, regardless of socioeconomic status, geographic location, or background, have the resources to obtain and consume healthy foods. Without food equity, marginalized communities often face food insecurity and limited access to fresh produce. Achieving health equity requires addressing these disparities by improving food access, community programs, and systemic reforms to promote the fair distribution of food resources. By prioritizing food equity, we take a vital step toward reducing health disparities and ensuring everyone has an opportunity to live a healthy life. According to the USDA, 13.5% of U.S. households were food insecure at least some of the time during 2023, which is statistically higher than the 12.8% in 2022. The USDA annual report also noted that 5.1% of households were very low food-secure, meaning reduced food intake and disrupted eating patterns during the year because of limited resources. Many food-insecure households do not qualify for federal nutrition programs and must rely on local food banks and other programs for support. For people who are homeless, these food programs are vital to addressing hunger and meeting their basic needs for survival. However, food available through free meal programs is often high in fat, low in fiber, and lacking in required daily nutrients. Donated food supplies are generally highly processed to be filling but lack the nutrients needed by most people. Most people experiencing hunger pay little attention to the quality of the foods they eat – they take what they can get and often do not get the nutrition they need. People with health conditions or who are otherwise compromised due to a lack of a suitable living environment who do not get proper nutrition can experience fatigue, dizziness, irritability, and chills. Hunger can jeopardize a person's psychological health by reducing their energy level, cognitive abilities, and emotional resilience, which can be mistaken for non-compliance.

C.2. Provide current supporting statistics or data specific to Pinellas County such as needs assessments, interviews, waiting lists, surveys, trends and/or analyses to demonstrate the need described in C1.

According to Feeding America, which provides statistics and data specific to Pinellas County, there were 123,330 residents defined as food insecure in 2022, representing 12.8% of the population and a \$106,139,000 annual food budget shortfall. Of the 26 providers that give food to those in need in Pinellas County, only 9 of them provide meals to people who are homeless. Of these 9, SVdP CARES is the only organization that provides two warm meals 365 days a year and is the only provider in the County that offers additional services to the public throughout the day, including shelter, case management, personal storage, showers, restrooms, and respite. SVdP CARES works diligently to ensure its programs meet the most basic needs of the people served by gathering data through observations, satisfaction surveys, and self-reports. Data collection allows staff to monitor trends and evaluate emerging needs. A recent focus group was

conducted of people accessing the Food Center to determine the following: 1) resident satisfaction with meals, 2) what food would they like to eat but are not offered, 3) whether they have diet restrictions or other food needs, 4) whether they are full and satisfied between meals and 4) if an ethnic meal were offered what type of food sounded appealing. An overwhelming majority expressed a desire for Latino food, noting that this type of food can also be very healthy. Of those polled, 80% said they were sometimes satisfied with meals, while 20% reported they were mostly satisfied. Residents noted that many people have restrictions due to diabetes and that vegetarian options would be a nice change. Seventy percent reported not being full and satisfied between meals – that they become weak waiting on their next meal. Focus group members noted several food options they would like to see made available, including more protein options, a more substantial breakfast, and drinks with electrolytes.

C.3. Is the program new and innovative, or is funding sought to expand capacity or service in an existing program, or continuation of current funding? No points to be assessed for this question.

New Program

C.4. If new and innovative, discuss what is currently being done in the community to address the need and how this program differs to provide better results. If expanding capacity, describe the current services available in the community, numbers unserved, and how the proposed program will reduce the number of unserved. If continuation of funding discuss what has been done to obtain alternate funding?

In the last year, we needed to rely on private donations when this grant was not funded, which had some impact on what was possible. As such, we consider this a new project, given it was not selected for funding last year and because of its focus on creating more nutritious and culturally appropriate meals. This is accomplished by improving our understanding of dietary practices and preferences of different cultures through focus groups and surveys such as meals of Latino flavor. While there are smaller agencies throughout the County that provide food and basic needs assistance, SVdP CARES is one of only three organizations in Pinellas that provides meals 365 days a year. We are unaware of any agency giving attention to the nutritional challenges of a homeless population or focus on an offering that speaks to the Hispanic population. The Food Center plays a significant role in addressing the food and nutritional needs of individuals and families experiencing homelessness and other households with limited or no income in Pinellas County throughout the year. It is a lifeline for addressing hunger for those living in poverty who would otherwise go without, and a destination of choice for basic needs to be met. In addition to offering daily meals year-round, SVdP CARES is the only provider in the County that offers additional services to the public throughout the day, including shelter, case management, personal storage, showers, restrooms, and respite. The CARE Center addresses multiple aspects of the entire person, including their current housing situation, that other congregate dining sites and food pantries do not. CARE Center staff offer housing navigation and case management support to homeless clients to connect them to needed resources that can help them overcome barriers to housing stability.

If currently funded, please provide outcomes/utilization/success?

☐ **Outcomes/Utilization/Success**

***No files uploaded*

C.5. Describe how the proposed program will coordinate with existing programs in the community. If program is working with partners, please include a collaborative letter showing how both sides would be working on project.

As an agency, SVdP CARES has built strong working relationships in the communities where we offer services to facilitate linking individuals and families to supportive services that focus on their identified barriers to housing sustainability. These supportive services include healthcare, education, employment, job skills training, public benefits, childcare, treatment, and legal assistance. SVdP CARES collaborates with local emergency and domestic violence shelters, social service providers and their outreach staff, housing authorities, municipalities, landlords, and churches to meet the

immediate and long-term needs of clients we serve, to quickly resolve their housing crisis, and prevent a return to homelessness. These collaborations have been instrumental in clients' moving into permanent housing. SVdP CARES has included a letter of support from Boley Centers recognizing the valuable services provided by the Food Center for people who are homeless identified during their outreach efforts. Boley further recognizes the other services available to persons who access the Food Center, including temporary and permanent housing resources. Other collaborative agreements included are a commitment by Operation PAR that recently expired and is pending renewal to support access to services through telehealth, and Pinellas County Mobile Medical Unit to facilitate access to health care on-site, which is temporarily relocated due to construction. In addition, SVdP CARES has more than 20 church groups providing volunteers the play a vital role in helping to prepare and serve meals at the Food Center throughout the week. Other providers bringing services on site and accessed by persons coming to the Food Center include: • Evara Health Mobile Medical Unit – operates at Turning Point within walking distance from the Food Center. • Simply Healthcare – On site weekly to help link client to Medicaid and Medicare services. • Humana Health Care – On site weekly to help link client to Medicaid and Medicare services • Pinellas County Public Defender – On site every Friday • Directions for Living – outreach staff on site, referral for mental health treatment, and SOAR • Suncoast Center – by referral, mental health treatment services • Windmor Healthcare – by referral for inpatient mental health services • Eleos Wellness & Support (Formerly known as PEMHS) – by referral for inpatient mental health services • Vocational Rehabilitation – by referral for those with disability seeking gainful employment. • Career Source – by referral to help individuals with identifying employment. • Daystar life Center –to help clients secure IDs, birth certificates and can serve as a mailing address for those staying outdoors • Saint Petersburg Bicycle Cooperative – provides free bikes to low-income individuals. • QuikAid – by referral, are a very effective organization at getting individuals SSI/SSDI benefits.

Please upload Collaborative Letter



Collaborative Letter

Boley Centers Letter of Support for Food Center.pdf

FY24 Exeucted MOU for MMU Locations - St. Vincent.pdf

MOU PAR 02.23.pdf

D. Scope of Services

Completed by katie@svdpsp.org on 4/4/2025 2:33 PM

Case Id: 18981

Name: SVdP CARES Food Center

Address: *No Address Assigned

D. Scope of Services

Please provide the following information.

Program Specifics

D.1. Describe the proposed program. Services to be delivered should be clearly identified. Include information regarding evidence-based practices or best practice models used, if applicable.

Informed by the definition for health equity, and reported in the International Journal of Health Services, The Concepts and Principles of Equity and Health, 1992, Whitehead, M., et.al., nutrition equity can be described as the absence of avoidable and unfair differences in nutritional intake and health outcomes. Preventive Medicine, Promoting Nutrition Equity for Individuals with Physical Challenges, 2021, Wetherill, M.S. et.al. described efforts to improve nutrition equity by improving access to food-related knowledge, expression, production, access, and utilization. With these concepts as our foundation, the Food Center will focus on the reported deficits in nutrition equity for a homeless and food-insecure population by providing meals, food boxes, and energy snacks (The National Library of Medicine, Food is Medicine for Individuals Affected by Homelessness: Findings from a Participatory Soup Kitchen Menu Redesign, Wetherill, et. al. 2023.) The focus is providing food that is fresher and nutrient-dense. Chef Brian will tailor our menu to include nutrients identified as typically missing in our population. This includes more nutritious meals with a Latino flavor in an effort to be inclusive of our growing Hispanic population in Pinellas County. Latino food can be easily prepared when good, fresh ingredients and lean proteins are available. The Latino eating pattern can be very heart-healthy when prepared with black and red beans, avocado, colored vegetables, yams, plantains, and grilled lean meats. Finally, meal preparation will include an educational component to teach interested residents of the Care Center how to prepare food in a safe and appealing manner. The expected outcome is for participants to achieve a Serve Safe certification, which would be an important credential for those looking to work in the food service industry. A Navigator and Case Manager will be available to assist people needing help accessing community resources.

D.2. What will the funding be used to purchase or pay for to support the program? This should align with the attached Annual Budget and Operational Narrative and the selected priority area (A.12. of the application). Include how does this funding request supplement, not duplicate, current program funding?

Funds will be used to buy food such as fresh fruits and vegetables, lean cuts of meat, tortillas, dairy, eggs, fish, nuts, and seeds. The equipment cost is approximately \$2500 to purchase a tortilla maker and food press. While the following positions are full-time in the Food Center, the requested funding will support only a portion of the salaries including 33% of each of the following staff, the Executive Chef, Sous Chef, two Line Cooks, a Truck Driver, a Case Manager, and Navigator. SVdP CARES's large dining hall provides a place for people to sit and eat their food out of the elements. Food Center staff are a critical component to ensure donated food is leveraged to its maximum while being safe and appealing to serve. The staff included in our proposal will provide assurance that, at times of inclement weather, critical functions will still be completed. We have found that volunteers elect not to fulfill their role during these critical times and SVdP CARES is committed to remain fully operational during these weather events, if possible. The Executive Chef is responsible for overseeing the Food Center and the staff and volunteers who are responsible for preparing and/or serving meals. This is accomplished using donated food products along with purchased items. The Executive Chef also gives directions for providing food boxes for individuals and families who are experiencing food insecurity. The Lead

Cook is responsible for assisting the Executive Chef in managing the day-to-day operations of the Food Center and acts on his behalf in his absence. This position assists with recording donations, managing the inventory, and rotating the inventory to ensure food is utilized before its expiration. This position also oversees the clean-up of the kitchen and dining room. Line Cooks and volunteers are responsible for preparing and serving meals, receiving food donations, cleaning, and assisting in the management of the inventory. The truck driver, who has been with the agency for nearly seven years, picks up donations based on a schedule and when new donors are identified. He unloads the truck and stocks the shelf, helping to rotate the stock to ensure perishables are used promptly and foods are used before they expire. The Case Manager works with individuals and families who are not receiving other support services and need assistance in developing a housing plan to achieve stability in permanent housing where they are staying or to move into permanent housing. This may include helping people connect with short-term or longer-term resources. The Navigator works with individuals and families who are not receiving other support services and who need help linking with other community resources. This includes screening for eligibility for on-site programs and assessing other community resources for which they may be eligible. Utilities costs are allocated based on a plan that assigns costs in proportion to the space occupied by the kitchen and dining room used by the Care Center and other people not enrolled in other programs at the Center of Hope. The balance of the costs for these positions and to operate the Food Center are funded through other grant sources and private funds made available by SVdP CARES. This includes additional food purchased for those funded projects, which allows the donated food to be maximized in those unfunded and underfunded services. Private funding made available by SVdP CARES supports the employees' benefits and other operating expenses including insurance, equipment, supplies, costs, costs of operating the truck, and other administrative costs. The value of the donated food and volunteers is part of the total project budget and is not supported through this funding.

D.3. Describe program services including frequency, duration and intensity. Example: Weekly financial literacy sessions for 20 clients for 6 months or completion of curriculum.

The Food Center prepares meals for residents of the Center of Hope and the Family Shelter. People accessing overnight shelter can come to the Food Center for meals along with other people experiencing homelessness staying outdoors and individuals and families that are food insecure. These services are available to anyone who is a resident of Pinellas County. The Food Center is open 365 days a year to those in need. The hours of operation are listed below: Breakfast Hours: - Saturday (8 a.m. – 9 a.m.) Lunch Hours: - Monday – Sunday (11 a.m. – 12 p.m.) Dinner Hours: - Monday – Friday (7 p.m. – 8 p.m.) – Sunday (6 p.m. – 7 p.m.)

D.4. What is the target population and eligibility criteria for the program?

The target population of the Food Center is primarily homeless adults living in Pinellas County, though anyone in need of a nourishing meal is welcome, including families with children. SVdP CARES' Food Center serves people transitioning from homelessness into permanent housing and other low-income families that are food insecure. There are no specific eligibility criteria to access services at the Food Center. However, individuals seeking assistance at the Center for Hope and the Care Center cannot be convicted of a crime of a sexual nature and must be able to take care of their basic needs without assistance. Persons may be asked to leave the premises if they are causing a disturbance and will not be redirected or are threatening others. CARE Center clients seeking housing navigation and case management support will be required to complete an individualized plan and work towards goals to overcome barriers to housing stability. For those individuals and families seeking food through pantries, they must be able to provide proof of residency, including photo identification, a recent utility bill, or verification of the new address where they are moving. All people accessing services through the Food Center are tracked and the information is entered into an internal database and the Homeless Management Information System (PHMIS).

D.5. Provide the geographic service area(s) and hours and days for the program during contract period.

The Food Center is a part of the CARE Center, a multi-purpose 24/7 facility that provides access to food and nutritional services, emergency shelter for individuals and families, transitional living for Veterans, and showers, personal storage,

respite, and case management to people experiencing homelessness in Pinellas County. The CARE Center is conveniently located at 401 15th Street North near municipal services in downtown St. Petersburg and provides easy access for the many people who are homeless in and around the area. The facility is located on Pinellas Suncoast Transportation Authority (PSTA) Routes 9 and 18, which includes access to downtown St. Petersburg and Clearwater, and multiple PSTA Transfer Centers. The Food Center is open 365 days a year to those in need. The hours of operation are listed below: Breakfast Hours: - Saturday (8 a.m. – 9 a.m.) Lunch Hours: - Monday – Sunday (11 a.m. – 12 p.m.) Dinner Hours: - Monday – Friday (7 p.m. – 8 p.m.) - Sunday (6 p.m. – 7 p.m.)

D.6. Describe the program staff, including qualifications, expertise, and credentials, if required.

Five direct staff work to support food preparation in coordination with 449 volunteers this year. Staff preparing food must have Culinary Arts training in basic service, safety, proper use of kitchen equipment, dish room standards, proper handling of raw products, and food storage. The Food Center is headed by Executive Chef, Brian Van Ness, who joined the SVdP CARES team in May 2023. Chef Brian brings years of experience to the program and is certified in Food Safety under the Conference for Food Protection Standards. Under Chef's Brian's leadership are: - Lead Cook, Rashad Green, who started in 2023 and has his ServSafe Level 1 certificate. Rashad assists Chef Brian with developing meals, purchasing goods, supervising line cooks and volunteers, and helping to fill food vouchers. Two Line Cook positions, both pending new hires, are responsible for preparing daily meals and ensuring these meals meet nutritional guidelines set forth by the USDA. Due to staffing vacancies, SVdP CARES has had to use People Ready, a staffing company, to assist with the daily preparation of meals while we work to backfill these positions. - Truck Driver, Darrell Ford, who started in 2017. Darrell has a commercial driver's license and is responsible for picking up all donated food for the Food Center. He helps identify expired products, keeps the pantry organized, and records donations. There are 2 additional positions (Navigator and Case Manager) at the CARE Center who work specifically with clients of the Food Center to complete data entry in PHMIS and are instrumental in working directly with people to divert homelessness, when possible, or help clients exit homelessness as quickly as possible. Navigator, Devin Wesby, started in 2022 and engages with clients to assess their needs and link them to resources to overcome housing barriers. Case Manager, Rudolph Long, started in April 2023 and provides ongoing assessment and support to develop plans for moving into permanent housing.

E. Program Outcomes and Goals

Completed by katie@svdpsp.org on 4/4/2025 2:33 PM

Case Id: 18981

Name: SVdP CARES Food Center

Address: *No Address Assigned

E. Program Outcomes and Goals

Please provide the following information.

E.1. Describe the goal(s) of the program using the Program Goals and Outcomes Template [Program Goals and Outcomes Template](#). Please download, complete, and upload below. Include for each goal being addressed:

- **Outcomes** - *Describe the changed state in the program participants or broader community that can be measured and identified. Include % change.*
- **Indicators** - *Identify qualitative and quantitative indicators to measure the outcomes.*
- **Methods of Evaluation** - *Identify how these outcomes will be measured (e.g. surveys, staff observation, program plans, assessments, self-reports.*
- **Measurement Intervals** – *Identify when the measures will be captured. (The goals and objectives must be measurable within a twelve (12) month period.)*



Outcomes and Goals Template Save as Outcomes and Goals Agency name *Required

Outcomes and Goals Template SVdP CARES.pdf

E.2. What information will be collected to demonstrate program success?

To demonstrate the program's success, the Food Center will collect information regarding the number of meals and food baskets served by the Food Center each day throughout the fiscal year. Electronic survey information will be distributed to program participants who access food at the Food Center using a link through Survey Monkey. These surveys will gauge the satisfaction of the meals prepared by Food Center staff as it relates to the nutritional content and needs of those served, as well as their overall dining experience. Information collected on meals served and service satisfaction allows staff to continuously monitor trends and evaluate data to ensure we meet the growing and varying needs of our clients and the community. Meal data is entered daily, and aggregated reports are produced monthly, quarterly, annually, and more often as needed to evaluate program performance. Survey results can produce aggregate reports and provide specific subsets of the data collected so that the SVdP CARES staff can analyze results and make improvements. All data is reviewed according to the SVdP CARES Performance Quality Improvement Plan, which includes participation by all levels of staff with the final report going to the Special Works Board and other stakeholders. For clients enrolled in case management services at the CARE Center, obtaining meals through the Food Center, their successful placement into permanent housing will be tracked through their exit data information provided at program closeout. This information will include the program exit type and destination, to be entered into Pinellas Homeless Management Information System (PHMIS) and our internal data tracking system, CaseWorthy, which will allow SVdP CARES to run performance reports to demonstrate the number of literally homeless clients with positive exits to permanent housing. Focus groups will be conducted quarterly to glean more qualitative information. Questions will again focus on the clients' satisfaction with meals, what foods are preferred, whether meals with Latino flavor are provided, and whether persons accessing meals feel full and satisfied between meals. Finally, menus that are routinely produced will show evidence of a larger variety of meals to include fresh fruits and vegetables and a source of quality protein.

E.3. Describe how client/individual data is collected. (Please be specific on the platform your program uses if you collect data electronically, and the interval at which data is collected)

SVdP CARES utilizes the Pinellas Homeless Management Information System (PHMIS) and an internal data tracking system called CaseWorthy to collect universal data elements for all persons served by the agency. This data may include program enrollment type and date, name, social security number, demographic information, such as race, age, ethnicity, and gender, prior living situation, income, healthcare coverage, disability types, exit date, and other related information about the individual/family. This information is updated if there are significant changes to income or family composition while in the program, and is updated again at exit to include a move-in date into permanent housing, if applicable, and the destination type. The information can be downloaded into an Excel Spreadsheet or used to produce an aggregate report for the period requested (Annual Performance Report). Data is entered daily, and aggregated reports are produced monthly, quarterly, annually, and more often as needed to review data quality and completeness and evaluate program performance.

F. Budget

Completed by edi@svdp.care on 4/4/2025 2:57 PM

Case Id: 18981

Name: SVdP CARES Food Center

Address: *No Address Assigned

F. Budget and Financial Sustainability

Please provide the following information.

F.1. Total Agency budget for entire organization (local) This should be the largest amount.

\$51,334,132.00

F.2. Total Program budget. Amount currently allocated to fund the program with the requested Social Action Funding.

\$1,005,434.00

F.3. Total Pinellas County Social Action Funding request.

\$150,000.00

F.4. What percentage of the program budget will be funded with Pinellas County Social Action Funding?

15.00%

F.5. What other funders also financially support this program? To include the amount of funding and what those funds are used for.

SVdP CARES receives the following financial support for the Food Center: - Department of Veterans Affairs - \$286,000 - Funds are used to prepare and distribute meals to Veterans residing in emergency shelter and transitional housing at the Center of Hope. Expenses include salary and benefits of staff preparing meals and the operating costs and supplies to purchase food and prepare meals at the Food Center. - Juvenile Welfare Board - \$53,993 - Funds are used to prepare and distribute meals to the families with children residing in emergency shelter at the Center of Hope. Expenses include salary and benefits of staff preparing meals and the operating costs and supplies to purchase food and prepare meals at the Food Center. - In-Kind Donations - \$375,013 - Estimated value of private resources necessary to pay unfunded salary, benefits, and other operational expenses, including occupancy costs, donated food products, equipment, janitorial, insurance, communications, recruitment and training costs, and the cost of processing payroll. - In-Kind Donations - \$140,428 - Estimated value of donated food products used to prepare meals at the Food Center.

F.6. What other Pinellas County funding does the organization receive for any and all programs?

SVdP CARES is currently receiving the following funding from Pinellas County: \$588,600 for the Pinellas Collaborative Rapid Rehousing Program and \$56,500 for the Bridging Families Program.

F.7. Describe the organizations plan for financial and program sustainability beyond fiscal year 2026.

SVdP CARES will seek local resources and private funding to continue the support of the full expense of the Food Center. We are exploring earned income strategies, such as opportunities for increasing income through preparing meals for purchase by the general public, including catering business meetings and events. We are also exploring funding to enhance opportunities for clients served, leveraging our use of this privately funded state-of-the-art kitchen

F.8. Please download and complete the [Annual Budget](#) form.

 Annual Budget Narrative *Required

Annual Budget SVdP CARES.xlsx

G. Required Documents

Completed by edi@svdp.care on 4/4/2025 2:57 PM

Case Id: 18981

Name: SVdP CARES Food Center

Address: *No Address Assigned

G. Required Documents

Please upload the following documents.

Documentation



Proof of 501(c)(3) status save as 501c3 Agency name *Required

501c3 SVdP CARES.pdf



Proof of incorporation in the State of Florida for at least one (1) year Save as Incorporation Agency name

***Required**

Incorporation Society of St. Vincent de Paul South Pinellas, Inc..pdf



Most Recent Financial and Single Audit (required if available) or IRS Form 990 (only if audit unavailable) Save as Audit Agency name *Required

Audit 2023 SVdP CARES.pdf



W-9 with legal name which matches that of applicant name Save as W9 Agency name *Required

W9 SVdP CARES Form 2024.pdf



Current Certificate of Insurance Save as Insurance Agency Name *Required

Insurance SVdP CARES.PDF



Completed [Internal Control Checklist](#) Save as Internal Control Checklist Agency name *Required

Internal Control Checklist SVdP CARES.pdf

☒ [Annual Budget](#) Report Save as Annual Budget Agency name ***Required**

Annual Budget SVdP CARES.xlsx

☒ **Outcomes and Goals Template Save as Outcomes and Goals Agency name ***Required****

Outcomes and Goals Template SVdP CARES.pdf

☒ **Current state licenses or registrations**

Current State Licenses or Registrations SVdP CARES.pdf

☒ **Local Agency Organizational Chart Save as Org chart Agency name ***Required****

Org Chart SVdP CARES.pdf

☒ **Program Job Descriptions, if funding supports salaries if applicable Save as Job Descriptions Agency name**

Job Descriptions SVdP CARES.pdf

☐ [Housing First Checklist, if applicable](#) Save as Housing First Agency name

***No files uploaded*

☐ **Shelter Entrance Criteria, if applicable Save as Shelter Entrance Criteria Agency name**

***No files uploaded*

☒ [Data Control Questionnaire](#) Save as Data Control Questionnaire Agency Name ***Required**

Data Control Questionnaire SVdP CARES.pdf

☒ [HS E-Verify Affidavit](#) Save as Everify Agency name ***Required**

Everify SVdP CARES.pdf

☒ **Board Member List, Including mailing and email addresses and phone numbers, if applicable Save as Board Members Agency name**

Board Members SVdP CARES.pdf

☒ **Accreditation, if applicable Save as Accreditation Agency name**

Accreditation SVdP CARES.pdf

☒ **Human Trafficking Affidavit Save as Human Trafficking Agency Name *Required**

Human Trafficking SVdP CARES.pdf

☒ **Travel / Mileage policy if funding is requested Save as Travel policy Agency name**

Travel Policy SVdP CARES.pdf

☒ **Conflict of Interest Policy if available Save as Conflict of Interest Agency name**

Conflict of Interest SVdP CARES.pdf

☒ **Program Policy and Procedures if available Save as Program Policy and Procedures Agency Name**

Program Policy and Procedures SVdP CARES.pdf

Submit

Completed by edi@svdp.care on 4/4/2025 2:58 PM

Case Id: 18981

Name: SVdP CARES Food Center

Address: *No Address Assigned

Certification

Once an application is submitted, it can only be "Re-opened" by an Administrator.

By clicking submit, I certify that I am an authorized representative of the proposing agency and the information contained in this application is true and accurate to the best of my knowledge and due diligence.

I also understand that applications are limited to one per organization, and if more than one application is submitted by my organization, only the most recent will be considered for funding.

Authorized Representative Signature

Edi Erb

Electronically signed by edi@svdp.care on 4/4/2025 2:58 PM

Date Submitted

04/04/2025

Program Description

Completed by sboyman@hlapinellas.org on 3/25/2025 8:06 AM

Case Id: 18986

Name: Homeless Leadership Alliance of Pinellas-RRS

Address: *No Address Assigned

Program Description

Please provide the following information.



Social Action Funding Application for the funding period of October 1, 2025 - September 30, 2026

**Pinellas County Board
of County
Commissioners**
Human Services
440 Court St, 2nd Floor
Clearwater, FL 33756

Pinellas County Human Services is accepting applications from qualified non-profit organizations desiring to provide social services to low-income residents of Pinellas County.

The Social Action Grant Program provides funding to social service organizations for priority services that directly support Pinellas County.

The attached Social Action Grant Program application instructions outline the competitive process for the selection of organizations to receive Social Action Funding Grants as allocated by the Pinellas County Board of County Commissioners (Board) for FY 2026

Funding applications are limited to a minimum of \$10,000.00 and a maximum of \$150,000.00. Only one (1) application may be submitted per agency. Applicants may apply for either a large award (\$100,000.00 - \$150,000.00), or a small award (\$10,000.00 - \$99,999.00). A maximum of five large awards will be made, with the remainder of funding allocated to small awards. The amount requested does not guarantee an award. Actual awards will be based on the recommendation of the review committee and approval of the Board. The funding priorities for the Social Action Grant Program are:

- **Food and Nutritional Services:** including food banks, meal delivery, congregate dining, and related supportive services.
- **Homeless Prevention and Supportive Services:** including homeless outreach and engagement, prevention and diversion services, system navigation, and shelter and housing support.
- **Healthcare and Human Services for Disadvantaged Residents:** including, but not limited to, specialized healthcare services, workforce development, life skills training and support, transportation or mobility assistance, chore services, health and hygiene support, and specialized mentoring or educational programs for disadvantaged populations.

- **Supportive Services for an Aging Population:** any of the above listed types of programs or additional supportive programs targeted to an aging population.

The submission deadline for all applications is April 4, 2025 at 4:00 PM (no exceptions). Organizations must utilize the online application through the Neighborly System. Please allow ample time for submission and technological challenges, as late applications will not be accepted. For questions regarding your application, please contact: Amanda Craft at acraft@pinellas.gov.

ELIGIBILITY CRITERIA

☒ The applicant organization must agree to the terms and conditions contained in the Pinellas County Social Action Program Agreement. **NO EXCEPTIONS** to the terms and conditions of the agreement will be permitted. The County reserves the right to update these terms and conditions from time to time and as needed to meet the needs of the County.

DISCLAIMER

☒ Pinellas County Government reserves the right to: 1) cancel the application process; 2) accept or reject any or all applications received; 3) waive any non-substantive deficiency or irregularity, waive or remedy any technical or immaterial errors; 4) request any necessary clarifications of proposal data without changing the terms of the proposal; 5) negotiate with any qualified applicant; 6) award a contract in what it believes to be the best interest of the County; 7) cancel the request, in part or its entirety, if it is deemed to be in the best interest of the County; 8) reject the program of any applicant that has previously failed to perform properly; 9) reject the program of any applicant who has failed to complete a contract within the specified timeframe; 10) reject the program of any applicant that is not in a position to fulfill a resulting contractual obligation.

EXCLUSIONS

The following are not eligible for Social Action Grant funding:

1. Capital Expenses
2. Improvements to Real Properties
3. Indirect Cost Rate (e.g. a fixed % of the program budget; direct costs are allowable)
4. Research studies or technical assistance
5. Employee or volunteer incentives
6. Legal fees or any expenses specifically related to criminal activity including court costs, citations, restitution, child support, alimony, or immigration related expenses
7. Alcohol, tobacco, firearms or lottery tickets
8. Expenses related to immigration or returning to country of origin
9. Gift Cards
10. Money orders
11. Property taxes
12. Vehicle purchases

FATAL CRITERIA

- Agency has not been incorporated in the State of Florida for a minimum of one (1) year.
- Agency does not have a 501 (c) (3) status for a minimum of one (1) year.
- Agency is not in compliance with an existing County contract at the time of submission.
- Agency's proposal is under/over the minimum (\$10,000.00)/ maximum (\$150,000.00).
- Application is late (system will not allow incomplete or late submissions).
- Application does not include a budget.

Please [CLICK HERE](#) to download a copy of the full program description.

☒ I acknowledge that I have clicked the above link and reviewed all program documentation.

Please [CLICK HERE](#) to download a copy of the Agreement.

☒ I acknowledge that I have clicked the above link and reviewed and agree to all terms.

Please [CLICK HERE](#) to view Frequently Asked Questions

NOTE: Incomplete applications will not be accepted by the system.

Eligibility

Completed by sboylan@hlapinellas.org on 3/25/2025 8:07 AM

Case Id: 18986

Name: Homeless Leadership Alliance of Pinellas-RRS

Address: *No Address Assigned

Eligibility

Please provide the following information.

1. Is the applicant organization a non-profit 501 (c) (3) organization for at least one (1) year and incorporated in the State of Florida for at least one (1) year prior to date of application? The program is funded by local tax revenue. As such, publicly funded organizations are not eligible for awards under this solicitation.

Yes

2. Is the applicant organization the organization providing the proposed services? Subcontracting of contractual services is prohibited.

Yes

3 Do the proposed programs/services serve residents of Pinellas County?

Yes

4. Is the mission of the applicant organization consistent with the goals of the Social Action Grant Program to address the health, economic, and social well-being of Pinellas County residents in need of assistance? The applicant organization must not discriminate against any applicant for employment or employee with respect to hire, tenure, terms, conditions or privileges of employment or any matter directly or indirectly related to employment or against any client because of age, sex, race, ethnicity, color, religion, national origin, disability, marital status, or sexual orientation.

Yes

5. Does the applicant organization discriminate against any person on the basis of age, sex, race, ethnicity, color, religion, national origin, disability, marital status or sexual orientation in admission, treatment, or participation in its programs, services and activities?

No

6. Do the programs proposed by faith-based organizations have a secular purpose, and do not require worship or religious instruction activities? Services provided by faith-based organizations must be available to all Pinellas County residents, not solely for congregation members.

N/A

7. Are you an individual seeking financial assistance for yourself or another individual?

No

A. Agency Information

Completed by cholzbacher@hlapinellas.org on 4/4/2025 2:51 PM

Case Id: 18986

Name: Homeless Leadership Alliance of Pinellas-RRS

Address: *No Address Assigned

A. Agency Information

Please provide the following information.

LEGAL AGENCY INFORMATION (FOR CONTRACT)

A.1. Legal Organization Name

Homeless Leadership Alliance of Pinellas, Inc.

A.2. DBA (if applicable)

A.3. Legal Address

647 First Avenue N St. Petersburg, FL 33701

PROJECT INFORMATION

A.4. Program Name/Project Title

Rapid Resolution- Community Navigation

A.5. Summary - provide a brief summary of program and how funding would be utilized.

Helping families in a housing crisis with community navigation

A.6. Physical Program Address

740 4th Street North Suite 201 St. Petersburg, FL 33701

A.7. Program Manager First Name

Sezen

A.8. Program Manager Last Name

Boylan

A.9. Program Manager Title

Senior Manager of Coordinated Entry

A.10. Program Manager Email

sboyIan@hlapinellas.org

A.11. Program Manager Phone Number

(727) 933-0100

APPLICATION CONTACT INFORMATION

A.19. First Name

Sezen

A.20. Last Name

Boylan

A.21. Contact Person/Title

Senior Manager of Coordinated Entry

A.22. Contact Email

sboyIan@hlapinellas.org

A.23. Telephone

7279330100406

A.24. Executive Officer with signing authority First Name

Cheri

A.25. Executive Officer with signing authority Last Name

Holzbacher

A.26. Executive Officer Title

Interim CEO

A.27. Executive Officer Email

cholzbacher@hlapinellas.org

A.28. Executive Officer Phone Number

(727) 600-3478

A.12. Social Action Funding Priority Area

Note: Only one (1) application may be submitted per organization. If more than one is submitted, only the first will be considered for funding.

Homeless Prevention and Supportive Services

A.13. Funding Category **ONLY SELECT ONE**

☐ \$10,000.00-\$99,999.00

☒ \$100,000.00-\$150,000.00

A.14. Total Amount Requested

Note: Max request is \$150,000.00

\$150,000.00

A.15. Taxpayer/Employer ID

59-2935116

A.16. Unique Entity Identifier (UEI- Federal SAM.GOV Number, if registered

JB5RDJC5NRU5

A.17. Date of incorporation in Florida

06/17/1988

A.18. Date of 501(c)(3) Status

08/01/1989

B. Organization Profile

Completed by ckazawitch@hlapinellas.org on 3/27/2025 5:20 PM

Case Id: 18986

Name: Homeless Leadership Alliance of Pinellas-RRS

Address: *No Address Assigned

B. Organization Profile

Please provide the following information.

B.1. Describe how the mission and purpose of the agency align with the funding priority area.

The Homeless Leadership Alliance's mission is to deliver a systemic response to homelessness that prevents clients from becoming homeless or ensures it is a rare, brief, and non-recurring experience. HLA accomplishes its mission by: 1. Maximizing each dollar's utility by coordinating Pinellas County's homeless service providers' provision of services. 2. Minimizing the trauma of seeking assistance by acting as the CoC's "front door" to quickly identify and engage people at risk of and experiencing homelessness. 3. Intervening to prevent the loss of housing and divert people from entering the homelessness services system. 4. Providing immediate access to shelter and crisis services, without barriers to entry, while permanent stable housing and appropriate supports are being secured. 5. Quickly connecting people to housing assistance and services that are tailored to their unique needs and strengths to help them achieve and maintain stable housing.

B.2. Describe your board membership and how the board is reflective of the target population.

The Homeless Leadership Alliance of Pinellas (HLA) Board of Directors is comprised of five individuals who live in, work in, and/or serve Pinellas County. Each of these individuals has a background in homeless services; community outreach, engagement, and organizing; legal, healthcare, housing, and supportive services; financial and/or nonprofit management; and/or advocacy. One member of the HLA Board has identified as African American, two identify as female, and three identify as male. Like the clients being served by the HLA and within the Pinellas Continuum of Care, HLA Board members represent multiple generations and have varying education levels, family and health histories, household compositions, and income levels.

B.3. Explain the organization's experience relevant to the proposed priority area.

Since 1988, the Homeless Leadership Alliance of Pinellas, Inc. (HLA) has served as the Continuum of Care (CoC) lead agency and has served as the Homeless Management Information System (HMIS) lead agency since 2017. Fully recognizing the intersection and need for coordination among the multiple systems of care that touch the lives of residents who are at-risk and experiencing homelessness, the HLA has demonstrated a history of successful collaboration and partnerships and is responsible for coordinating over 60 public and private sector organizations. These organizations and HLA work together to plan, implement, oversee, fund, and evaluate the homeless system of care. In addition, the HLA works in collaboration with other systems (behavioral health, medical, etc.) to coordinate services, which increases system-wide efficacy, efficiency, and accountability and reduces duplication of services. The HLA serves as Pinellas County's lead entity in the homeless services field to: 1) identify needs; 2) count the number of homeless families, individuals, and unaccompanied youth annually; 3) maintain inventories of beds and services; 4) identify gaps; and 5) develop a continuum of strategies to respond to those gaps. HLA's Coordinated Entry System triages all individuals and families experiencing homelessness to ensure that the most vulnerable receive timely services from the many service providers in the community.

B.4. Describe your onboarding process and program implementation timeline across the organization and for this program.

Printed By: Amanda Craft on 4/7/2025

7 of 21

The Homeless Leadership Alliance of Pinellas (HLA) is an equal opportunity employer with an onboarding process that begins with recruitment and hiring of all potential personnel without discrimination against any individual whose status is protected by applicable state or local law. All offers of employment at HLA are contingent upon clearance of a Level II Background Screening and verification of employment from the past two employers or the previous five years, whichever comes first. The candidate will be given a tentative start date once the fingerprinting process is complete, which will typically fall within a 14-day window. In addition to the clearance and VOE, other documentation, i.e., federal form I-9 and acceptable documents proving identity and employment authorization, payroll information, Affidavit of Good Moral Character, and emergency contact information, is collected and placed in the personnel record of the new hire. For the program specifically, a Rapid Resolution Community Navigator (RRS-CN) must complete HMIS, VI-(F)SPDAT, and DCF mandatory training before being granted HMIS system access and conducting a Coordinated Entry (CE) Assessment. Before performing a CE Assessment for the first time, a new RRS-CN will train with a seasoned RRS-CN. They will observe them conducting a CE Assessment, Shelter Prioritization Assessment (or Family Shelter Assessment-“FSA”), and a Wufoo Request on three separate occasions. Additionally, a new RRS-CN is expected to review the Coordinated Entry Policy and Procedures Handbook. The new RRS-CN must first practice on HMIS’s test site by inputting, at minimum, three sample clients with a Homeless Leadership Alliance, PCSAF-Community Navigation (16959) Entry/Exit, VI-FSPDAT, Shelter Prioritization Assessment, and service notes for each engagement. A seasoned RRS-CN will then review their entry for completeness and accuracy. HMIS, DCF, and annual VI-FSPDAT refresher training are required each year. RRS will be notified by the HMIS team when their training is due. The Senior Manager of Coordinated Entry will send reminders before the due date. Completing the annual training before or by the due date is mandatory. HLA staff who are not in compliance will lose access to HMIS until the training is completed. The program is currently fully implemented, and the funding application will ensure continued operation. The program is the hub for Pinellas County’s family shelter programs and coordinates with several agencies across the county to prioritize family shelter for the most vulnerable families.

C. Community Needs

Completed by cholzbacher@hlapinellas.org on 4/4/2025 2:58 PM

Case Id: 18986

Name: Homeless Leadership Alliance of Pinellas-RRS

Address: *No Address Assigned

C. Community Needs

Please provide the following information.

C.1. Clearly identify the need to be addressed through the proposed program.

Homelessness persists in Pinellas County as the cost of living rises and rent remains unaffordable for many. Wages have not kept up with rising costs, and seniors on fixed incomes are increasingly falling into poverty. Additionally, the construction of new housing has not kept pace with the influx of new residents, creating a housing crunch that disproportionately impacts low- and moderate-income residents. These compounding factors have drastically increased the demand for coordinated, targeted services across the homeless response system. Furthermore, the recent passage of House Bill 1365, which prohibits public sleeping, is expected to place even greater pressure on homeless service providers to assist individuals and families in accessing shelter and avoiding public space displacement. To prevent legal challenges and fulfill the moral imperative of safe housing, local governments must invest in service providers that help transition people into shelter or other suitable living arrangements. Families with minor children remain one of the most vulnerable populations experiencing homelessness. In fiscal year 2024 alone, 676 heads of households with minor children who met the HUD Category 1 definition of literal homelessness completed a Coordinated Entry (CE) assessment using the Vulnerability Index – Family Service Prioritization Decision Assistance Tool (VI-FSPDAT) and entered the Pinellas Coordinated Entry System (CES). Research consistently shows that children facing housing instability suffer long-term impacts on their education, development, and overall socio-economic outcomes. As such, families with minor children are the central focus of this proposed program. In response to these systemic challenges, the Family Shelter Prioritization List (SPL) was created in January 2022 to assess and prioritize families in need of interim shelter across the CoC. This unified assessment and prioritization tool ensures that households are placed on a centralized waitlist based on vulnerability, promoting streamlined, efficient access to shelter beds across Pinellas County. However, the loss of funding for this program would result in a major disruption to the family homeless crisis response system. It would dismantle the established Coordinated Entry special access point developed in close collaboration with community stakeholders, including First Contact (211), emergency shelters, and other service providers. This would leave a significant gap in supportive services for families, reduce system-wide flow, and critically hinder the CoC's ability to identify, prioritize, and refer vulnerable families to the appropriate housing and supportive interventions. Without this program, families will face longer periods of instability, and shelters will be left with fewer tools to connect families efficiently to permanent housing resources.

C.2. Provide current supporting statistics or data specific to Pinellas County such as needs assessments, interviews, waiting lists, surveys, trends and/or analyses to demonstrate the need described in C1.

During the last year, or 365 days, First Contact (formerly 211 Tampa Bay Cares) received 5,025 unique requests for shelter from Pinellas County community members. Housing and shelter are 44.1% of all calls for Pinellas County. This is up 4% from the prior year. The First Contact (211) Dashboard indicates that their most requested services from March 2024 to March 2025 were shelter services, low-cost housing, and rental assistance. Currently, 768 households are literally homeless and on the Coordinated Entry Prioritization List, awaiting placement into a Rapid Rehousing or Permanent Supportive Housing program. 54 of those households have minor children in their care. As of March 2025, 48 Pinellas County families are waiting for shelter placement into a formally funded shelter program. Approximately 38 families were added to the Shelter Prioritization List (SPL) in February 2025. Three families are awaiting Permanent

Supportive Housing (PSH), and 51 families are awaiting Rapid Rehousing (RRH). Individuals experiencing homelessness continue to represent our largest homeless population. 166 individuals (or Adult Only Households) are awaiting PSH (23 of which are Veterans), and 554 individuals are awaiting RRH (70 of which are Veterans). In February 2025, HLA's Rapid Resolution team received 291 referrals. The Rapid Resolution Teams service components are vital in the Pinellas CoC. Out of the 291 referrals received, 48 requests for services through the HLA Contact Form were for a need for shelter, specifically for families with minor children. The top three (3) requested services through the HLA Contact Form were: 1) past due rent, 2) finding housing, and 3) shelter for families with minor children. The Rapid Resolution Team works with families with minor children and households without minor children. All community members benefit significantly from resource linkage and referrals while at risk or experiencing homelessness in Pinellas County. The Rapid Resolution team, whose specific focus is Community Navigation, provides families with minor children on the Shelter Prioritization List with CE Access and Assessment, light-touch case management, resource linkage, assistance with documentation readiness, and support while awaiting more intensive intervention.

C.3. Is the program new and innovative, or is funding sought to expand capacity or service in an existing program, or continuation of current funding? No points to be assessed for this question.

Expand Capacity or Service

C.4. If new and innovative, discuss what is currently being done in the community to address the need and how this program differs to provide better results. If expanding capacity, describe the current services available in the community, numbers unserved, and how the proposed program will reduce the number of unserved. If continuation of funding discuss what has been done to obtain alternate funding?

There is an immense need for continued funding for this program to address the continued inflow of households with minor children needing access to shelter and permanent housing in Pinellas County. Currently, 768 households are literally homeless and on the Coordinated Entry Prioritization List, awaiting placement into a Rapid Rehousing or Permanent Supportive Housing program. 54 of those households have minor children in their care. In addition to managing the Shelter Prioritization List and the CE Prioritization List (or By-Name List), the Rapid Resolution Community Navigators work with families to find alternative solutions to their problem of being unhoused by connecting them with other services in the county, such as food and medical assistance. They also work with the families to explore diversion options, such as relocation to areas of the county where the family has a support network to reduce the likelihood of returning to homelessness. The recent increase in collaboration between Coordinated Entry, HLA's Workforce Development, and the Housing Navigation Program has strengthened efforts to support household sustainability by increasing income and identifying permanent housing opportunities through the use of community, state, and federal funding. Rapid Resolution is a special access point for families with minor children, allowing them to gain access to the Coordinated Entry System for housing and supportive services while they await interim housing (shelter). By connecting families to existing resources as well as problem-solving, the program reduces the number of unserved families waiting for shelter.

If currently funded, please provide outcomes/utilization/success?



Outcomes/Utilization/Success

Annual Consolidated Outcomes Report 2024 .xlsx

C.5. Describe how the proposed program will coordinate with existing programs in the community. If program is working with partners, please include a collaborative letter showing how both sides would be working on project.

HLA acts as the "Front Door" for homeless services in Pinellas County. The Front Door is a system assessment and referral process that provides triaging and crisis response. The Front Door enhances the ability of the Coordinated Entry

Process to help households who are at-risk or experiencing homelessness efficiently access appropriate intervention. The Front Door increases the CoC's capacity to provide a seamless, coordinated, systemic, and documented approach for outreach and engagement with highly vulnerable community members. Rapid Resolution Specialists providing community navigation primarily receive referrals from First Contact (211) Homeless Helpline. In addition, HLA partners with over 25 cross-sector providers, law enforcement officers, local municipalities, funders, and faith-based groups. Community partners, except for First Contact (211) Homeless Helpline, submit referrals using HLA's online Contact Form. The HLA Contact Form is monitored M- F from 8:30 am- 5:00 pm. Accommodations have been made for community members with technical barriers and community members struggling to connect using other referral processes. HLA's Rapid Resolution team also receives referrals via voicemail, e-mail, and the Homeless Management Information System (HMIS). The Rapid Resolution's Navigation component was intentionally designed with community input from partner providers and funders over a one-year period. It is structured to follow a specific flow approved by partner providers. The team works in conjunction with street outreach, First Contact (211) Homeless Helpline, Pinellas County School System, Department of Children and Families (DCF) HOPE Florida, mental health providers, hospitals, local law enforcement, municipalities, Veteran Administration, and other social services agencies. The Rapid Resolution team are active participants in the regular Shelter Prioritization List Case Conferencing and the Coordinated Entry Prioritization ("By-Name-List") meetings, where members of the CoC come together to discuss homelessness.

Please upload Collaborative Letter



Collaborative Letter

Collaborative Letter First Contact & Homeless Leadership Alliance.pdf

D. Scope of Services

Completed by cholzbacher@hlapinellas.org on 4/4/2025 3:04 PM

Case Id: 18986

Name: Homeless Leadership Alliance of Pinellas-RRS

Address: *No Address Assigned

D. Scope of Services

Please provide the following information.

Program Specifics

D.1. Describe the proposed program. Services to be delivered should be clearly identified. Include information regarding evidence-based practices or best practice models used, if applicable.

The Homeless Leadership Alliance's (HLA) Rapid Resolution Specialists (RRS) primarily receives referrals from First Contact (211) Homeless Helpline. First Contact (211) completes an initial Family Shelter Assessment (FSA) and enters the family in the Shelter Prioritization List (SPL) Program Enrollment, then books an appointment with an RRS-CN using the scheduling tool, Calendly. The SPL places the family on the Pinellas County mainstream Shelter Waitlist in order of prioritization. First Contact (211) & HLA's collaborative process was initiated to streamline the process for families entering shelters & reduce duplications of service. RRS provides light-touch case management to households (HH) entering Coordinated Entry (CE) who are waiting for placement into a more intensive case management program, shelter, or permanent housing intervention. The RRS first reviews any potential diversion options. The RRS then collects information to verify eligibility. Once verified, a CE Assessment (VIFSPDAT) is administered to determine the household's acuity. The CE Assessment identifies recommendations for each housing support intervention based on the household with the greatest need. While working with a household, RRS links participants to resources, assists in documentation readiness to ensure successful referrals within the CoC, & advocates on the household's behalf. The RRS works closely with the receiving agency to ensure the transition is holistic, coordinated, & integrated. HLA hosts the SPL Case Conferencing meetings & Family Prioritization List ("By-Name-List (BNL)") meetings. These meetings were designed to bring providers together to discuss complex cases. This ensures the family unit is connected to all appropriate support while navigating their current crisis & self-sufficiency goals. SPL Case Conferencing & Family BNL meetings have helped foster more robust solutions & enhanced community involvement.

D.2. What will the funding be used to purchase or pay for to support the program? This should align with the attached Annual Budget and Operational Narrative and the selected priority area (A.12. of the application). Include how does this funding request supplement, not duplicate, current program funding?

The funding will be used to pay the salaries of two RRS-Community Navigators and 15% of the salary of the Senior Manager of Coordinated Entry. In addition, a small amount will be allocated for benefits and incidental expenses of the Community Navigators and to cover any direct client assistance/ support expenses not covered by other funding sources.

D.3. Describe program services including frequency, duration and intensity. Example: Weekly financial literacy sessions for 20 clients for 6 months or completion of curriculum.

1)Family Shelter Assessments (SPL Enrollment): These are completed immediately after a family discloses that they are Category 1 (or literally homeless as per defined by HUD) homeless and expresses willingness to go to a shelter. • Duration: ~30 minutes • Frequency: Per inflow, averaging 50–80 assessments per month 2)Coordinated Entry Assessments (VI-FSPDAT): Administered every 90 days to determine acuity and prioritization for housing. Interim updates may be completed sooner if major changes occur. • Duration: ~45 minutes • Frequency: Per inflow, averaging

50–80 assessments per month 3)Early Learning Coalition (ELC) Referrals: Initiated after intake with a Rapid Resolution Specialist - Community Navigation (RRS-CN). • Duration: ~30–45 minutes • Frequency: As needed 4)Diversion Conversations: Explored with each household during every engagement to identify safe alternatives to shelter or homelessness. • Duration: Varies • Frequency: Ongoing 5)Monthly Follow-Ups with RRS-CN: Regular check-ins to reassess needs, offer continued support, and maintain engagement. • Duration: ~30–45 minutes • Frequency: At minimum, every 30 days 6)Workforce Development Referrals: Discussed and referred post-intake based on client needs and interests. • Duration: ~20 minutes • Frequency: As needed 7)Shelter Prioritization List (SPL) Meetings: Case conferencing sessions focused on shelter placement prioritization. • Duration: ~1 hour • Frequency: Biweekly 8)Family Prioritization List (FPL) Meetings: Case conferencing sessions focused on long-term housing interventions for families. • Duration: ~1 hour • Frequency: Monthly 9)Resource and Programmatic Referrals / Warm Transfers: Includes referrals for TS Bus Passes, Blue Cards, Family Works, FSI, move-in costs, basic needs (e.g., diapers, formula, food, clothing), and other services. • Duration: ~30 minutes to 1.5 hours, depending on need • Frequency: Ongoing, as needed

D.4. What is the target population and eligibility criteria for the program?

The target population is families with minor children experiencing Category 1 homelessness and are located in Pinellas County. Category 1 means they are experiencing literal homelessness, and their primary residence is a public or private place not meant for human habitation (sleeping in a car, on a park bench, on the streets, etc.). Participants are those who are awaiting placement for case management services, Emergency Shelter, hotel/motel paid for by charitable organizations, Transitional Housing, Rapid Re-Housing, or Permanent Supportive Housing Programs. Clients must be engaged in the process; they must communicate with their Community Navigator every 30 days at a minimum. Communication is necessary to ensure the family's needs remain the same and they have not self-resolved or moved out of the county.

D.5. Provide the geographic service area(s) and hours and days for the program during contract period.

The Homeless Leadership Alliance of Pinellas (HLA) is the Lead Contributing Agency for the Continuum of Care (CoC). Our CoC, FL-502– St. Petersburg, Clearwater, Largo/Pinellas County Continuum of Care, coordinates the implementation of a housing and service system aimed to meet the needs of all persons experiencing homelessness throughout the service area. HLA is responsible for supporting and serving all of Pinellas County. The largest cities within the service areas include Clearwater, Pinellas Park, St. Petersburg, Largo, and Tarpon Springs. The Rapid Resolution Specialists providing community navigation services are a critical part of the system flow for families in the Coordinated Entry Process (CEP). HLA has implemented policies and procedures intended to ensure all people in the CoC's geographic area have fair and equal access to the CEP and affirmatively markets housing and supportive services to all eligible persons, including those who are least likely to apply in the absence of special outreach. The Rapid Resolution component offers services county-wide to households meeting eligibility requirements. HLA's Rapid Resolution program will operate during business hours of 8:30 am to 5 pm Monday to Friday. All staff funded through this program must be able to occasionally work a non-traditional schedule to meet community residents when they are most available (including evenings and weekends).

D.6. Describe the program staff, including qualifications, expertise, and credentials, if required.

The Senior Manager of Coordinated Entry has served in the non-profit sector since 2016. She graduated in 2016 from John Jay College of Criminal Justice with a Bachelor of Arts in Criminal Justice (Crime Control and Prevention). She has 8 years of experience working within the Homeless Service System in both New York City and Pinellas County. She joined HLA in February 2023 as the Coordinated Entry Specialist and has since transitioned to the Sr. Coordinated Entry Manager in August 2023, managing the Coordinated Entry System in Pinellas County. The Rapid Resolution Specialist I has served in the non-profit sector since 2017. She graduated in 2017 from York College of Pennsylvania with a Bachelor's Degree in Criminal Justice Social Science. She has spent 7 years working with the homeless community, and of those years, she has worked with Children, Youth, and Families within the York County Pennsylvania Area. Before transitioning into the Non-Profit sector, she worked as a Personal Care Assistant within a retirement community for four

years during her studies. She provides navigation services for Pinellas County's most vulnerable populations. The Rapid Resolution Specialist II has served in the non-profit sector since 2010. She graduated in 2010 from the University of South Florida with a Bachelor of Science Degree in Social Work and graduated from Polk State College in 2019 with an Associate of Science Degree in Occupational Therapy Assistant. She has spent 3 of those years working within the Pinellas County Continuum of Care. Before transitioning into the Non-Profit sector, she was an Intensive Mental Health Case Manager working in various detox and residential facilities with both adults and at-risk youth. She helps displaced families navigate services and enter shelters in Pinellas County.

E. Program Outcomes and Goals

Completed by cholzbacher@hlapinellas.org on 4/4/2025 3:23 PM

Case Id: 18986

Name: Homeless Leadership Alliance of Pinellas-RRS

Address: *No Address Assigned

E. Program Outcomes and Goals

Please provide the following information.

E.1. Describe the goal(s) of the program using the Program Goals and Outcomes Template [Program Goals and Outcomes Template](#). Please download, complete, and upload below. Include for each goal being addressed:

- **Outcomes** - *Describe the changed state in the program participants or broader community that can be measured and identified. Include % change.*
- **Indicators** - *Identify qualitative and quantitative indicators to measure the outcomes.*
- **Methods of Evaluation** - *Identify how these outcomes will be measured (e.g. surveys, staff observation, program plans, assessments, self-reports.*
- **Measurement Intervals** – *Identify when the measures will be captured. (The goals and objectives must be measurable within a twelve (12) month period.)*



Outcomes and Goals Template Save as Outcomes and Goals Agency name *Required

Outcomes and Goals Homeless Leadership Alliance of Pinellas.docx

E.2. What information will be collected to demonstrate program success?

All households with minor children who meet the U.S. Department of Housing and Urban Development (HUD) Category 1 definition of homelessness—meaning they are literally homeless and residing in a place not meant for human habitation (e.g., streets, vehicles, encampments), in emergency shelter, or exiting an institution where they resided for 90 days or less and were homeless immediately prior—will receive a VI-FSPDAT (Vulnerability Index - Family Service Prioritization Decision Assistance Tool) assessment. This tool helps determine household acuity and eligibility for targeted housing and supportive service interventions. In addition to the VI-FSPDAT, households are enrolled onto the Family Shelter Prioritization List (SPL)—a community-wide by-name list used to prioritize literally homeless families with minor children for emergency shelter placements based on urgency and need. This enrollment is captured in the Homeless Management Information System (HMIS), which is the centralized data platform used by the Pinellas County Continuum of Care (CoC). To monitor and evaluate program outcomes, Community Navigators regularly update the household's HMIS record with any services provided, referrals made, and changes in housing status. A key reporting tool utilized to track prioritization and program impact is the SPL Report, which is generated through HMIS using BusinessObjects. This report provides real-time data on the family's placement on the prioritization list and informs the Community Navigation team and the Coordinated Entry (CE) Manager of where the household ranks in comparison to other families awaiting shelter placement. Successful outcomes are demonstrated when households move off the SPL due to shelter placement, housing stabilization, or other safe housing resolutions. These outcomes are recorded in HMIS to ensure accurate data tracking, transparency, and system performance measurement.

E.3. Describe how client/individual data is collected. (Please be specific on the platform your program uses if you collect data electronically, and the interval at which data is collected)

If a household enters the Shelter Prioritization List through First Contact (211) Homeless Helpline, the First Contact

Printed By: Amanda Craft on 4/7/2025

15 of 21

Homeless Helpline agent will administer the Family Shelter Assessment (FSA) in HMIS and create a Calendly appointment with an HLA Community Navigator (CN). Then, the CN will make initial contact with the head of household at the scheduled Calendly date and time for initial intake to Community Navigation, conduct the VI-FSPDAT assessment, and enter that information into HMIS.

F. Budget

Completed by cholzbacher@hlapinellas.org on 4/4/2025 3:23 PM

Case Id: 18986

Name: Homeless Leadership Alliance of Pinellas-RRS

Address: *No Address Assigned

F. Budget and Financial Sustainability

Please provide the following information.

F.1. Total Agency budget for entire organization (local) This should be the largest amount.

\$2,844,836.00

F.2. Total Program budget. Amount currently allocated to fund the program with the requested Social Action Funding.

\$150,000.00

F.3. Total Pinellas County Social Action Funding request.

\$150,000.00

F.4. What percentage of the program budget will be funded with Pinellas County Social Action Funding?

100.00%

F.5. What other funders also financially support this program? To include the amount of funding and what those funds are used for.

None

F.6. What other Pinellas County funding does the organization receive for any and all programs?

The HLA receives from Pinellas County an Operations grant, a grant to provide Diversion services and an ESG grant to help the operations of our HMIS program.

F.7. Describe the organizations plan for financial and program sustainability beyond fiscal year 2026.

The HLA will continue to operate and apply for the appropriate grants and funding necessary to continue operations beyond fiscal year 2026.

F.8. Please download and complete the [Annual Budget](#) form.



Annual Budget Narrative *Required

FY26 Annual Budget Report -- SAF Grant.xlsx

G. Required Documents

Completed by cholzbacher@hlapinellas.org on 4/4/2025 3:36 PM

Case Id: 18986

Name: Homeless Leadership Alliance of Pinellas-RRS

Address: *No Address Assigned

G. Required Documents

Please upload the following documents.

Documentation



Proof of 501(c)(3) status save as 501c3 Agency name *Required

501c3 Homeless Leadership Alliance.pdf



Proof of incorporation in the State of Florida for at least one (1) year Save as Incorporation Agency name

***Required**

Incorporation Homeless Leadership Alliance.pdf



Most Recent Financial and Single Audit (required if available) or IRS Form 990 (only if audit unavailable) Save as Audit Agency name *Required

Audit Homeless Leadership Alliance.pdf



W-9 with legal name which matches that of applicant name Save as W9 Agency name *Required

W9 Homeless Leadership Alliance.pdf



Current Certificate of Insurance Save as Insurance Agency Name *Required

Insurance Homeless Leadership Alliance.pdf



Completed [Internal Control Checklist](#) Save as Internal Control Checklist Agency name *Required

Internal Control Checklist Homeless Leadership Alliance.pdf

☒ **Annual Budget Report Save as Annual Budget Agency name *Required**

Annual Budget Homeless Leadership Alliance.xlsx

☒ **Outcomes and Goals Template Save as Outcomes and Goals Agency name *Required**

Outcomes and Goals Homeless Leadership Alliance of Pinellas.docx

☐ **Current state licenses or registrations**

***No files uploaded*

☒ **Local Agency Organizational Chart Save as Org chart Agency name *Required**

Org Chart Homeless Leadership Alliance of Pinellas.pdf

☒ **Program Job Descriptions, if funding supports salaries if applicable Save as Job Descriptions Agency name**

Job Description Homeless Leadership Alliance of Pinellas.pdf

Job Description Homeless Leadership Alliance of Pinellas.docx

☒ **Housing First Checklist, if applicable Save as Housing First Agency name**

Housing First Homeless Leadership Alliance of Pinellas.pdf

☐ **Shelter Entrance Criteria, if applicable Save as Shelter Entrance Criteria Agency name**

***No files uploaded*

☒ **Data Control Questionnaire Save as Data Control Questionnaire Agency Name *Required**

Data Control Questionnaire Homeless Leadership Alliance of Pinellas - signed.pdf

☒ **HS E-Verify Affidavit Save as Everify Agency name *Required**

E-verify Homeless Leadership Alliance of Pinellas.pdf

My Company Profile _ E-Verify Homeless Leadership Alliance of Pinellas.pdf

☒ **Board Member List, Including mailing and email addresses and phone numbers, if applicable Save as Board Members Agency name**
Board Members Homeless Leadership Alliance of Pinellas.pdf

☐ **Accreditation, if applicable Save as Accreditation Agency name**
***No files uploaded*

☒ **Human Trafficking Affidavit Save as Human Trafficking Agency Name *Required**
Human Trafficking Homeless Leadership Alliance.pdf

☒ **Travel / Mileage policy if funding is requested Save as Travel policy Agency name**
Travel policy Homeless Leadership Alliance.pdf

☐ **Conflict of Interest Policy if available Save as Conflict of Interest Agency name**
***No files uploaded*

☐ **Program Policy and Procedures if available Save as Program Policy and Procedures Agency Name**
***No files uploaded*

Submit

Completed by cholzbacher@hlapinellas.org on 4/4/2025 3:37 PM

Case Id: 18986

Name: Homeless Leadership Alliance of Pinellas-RRS

Address: *No Address Assigned

Certification

Once an application is submitted, it can only be "Re-opened" by an Administrator.

By clicking submit, I certify that I am an authorized representative of the proposing agency and the information contained in this application is true and accurate to the best of my knowledge and due diligence.

I also understand that applications are limited to one per organization, and if more than one application is submitted by my organization, only the most recent will be considered for funding.

Authorized Representative Signature

Cheri Holzbacher

Electronically signed by cholzbacher@hlapinellas.org on 4/4/2025 3:37 PM

Date Submitted

04/04/2025

Program Description

Completed by belinda.becton-mcabee@hopevillagesofamerica.org
on 4/4/2025 9:29 AM

Case Id: 18990
Name: Hope Villages of America
Address: *No Address Assigned

Program Description

Please provide the following information.



Social Action Funding Application for the funding period of October 1, 2025 - September 30, 2026

**Pinellas County Board
of County
Commissioners**
Human Services
440 Court St, 2nd Floor
Clearwater, FL 33756

Pinellas County Human Services is accepting applications from qualified non-profit organizations desiring to provide social services to low-income residents of Pinellas County.

The Social Action Grant Program provides funding to social service organizations for priority services that directly support Pinellas County.

The attached Social Action Grant Program application instructions outline the competitive process for the selection of organizations to receive Social Action Funding Grants as allocated by the Pinellas County Board of County Commissioners (Board) for FY 2026

Funding applications are limited to a minimum of \$10,000.00 and a maximum of \$150,000.00. Only one (1) application may be submitted per agency. Applicants may apply for either a large award (\$100,000.00 - \$150,000.00), or a small award (\$10,000.00 - \$99,999.00). A maximum of five large awards will be made, with the remainder of funding allocated to small awards. The amount requested does not guarantee an award. Actual awards will be based on the recommendation of the review committee and approval of the Board. The funding priorities for the Social Action Grant Program are:

- **Food and Nutritional Services:** including food banks, meal delivery, congregate dining, and related supportive services.
- **Homeless Prevention and Supportive Services:** including homeless outreach and engagement, prevention and diversion services, system navigation, and shelter and housing support.
- **Healthcare and Human Services for Disadvantaged Residents:** including, but not limited to, specialized healthcare services, workforce development, life skills training and support, transportation or mobility assistance, chore services, health and hygiene support, and specialized mentoring or educational programs for

disadvantaged populations.

- **Supportive Services for an Aging Population:** any of the above listed types of programs or additional supportive programs targeted to an aging population.

The submission deadline for all applications is April 4, 2025 at 4:00 PM (no exceptions). Organizations must utilize the online application through the Neighborly System. Please allow ample time for submission and technological challenges, as late applications will not be accepted. For questions regarding your application, please contact: Amanda Craft at acraft@pinellas.gov.

ELIGIBILITY CRITERIA

- ☒ The applicant organization must agree to the terms and conditions contained in the Pinellas County Social Action Program Agreement. **NO EXCEPTIONS** to the terms and conditions of the agreement will be permitted. The County reserves the right to update these terms and conditions from time to time and as needed to meet the needs of the County.

DISCLAIMER

- ☒ Pinellas County Government reserves the right to: 1) cancel the application process; 2) accept or reject any or all applications received; 3) waive any non-substantive deficiency or irregularity, waive or remedy any technical or immaterial errors; 4) request any necessary clarifications of proposal data without changing the terms of the proposal; 5) negotiate with any qualified applicant; 6) award a contract in what it believes to be the best interest of the County; 7) cancel the request, in part or its entirety, if it is deemed to be in the best interest of the County; 8) reject the program of any applicant that has previously failed to perform properly; 9) reject the program of any applicant who has failed to complete a contract within the specified timeframe; 10) reject the program of any applicant that is not in a position to fulfill a resulting contractual obligation.

EXCLUSIONS

The following are not eligible for Social Action Grant funding:

1. Capital Expenses
2. Improvements to Real Properties
3. Indirect Cost Rate (e.g. a fixed % of the program budget; direct costs are allowable)
4. Research studies or technical assistance
5. Employee or volunteer incentives
6. Legal fees or any expenses specifically related to criminal activity including court costs, citations, restitution, child support, alimony, or immigration related expenses
7. Alcohol, tobacco, firearms or lottery tickets
8. Expenses related to immigration or returning to country of origin
9. Gift Cards
10. Money orders
11. Property taxes
12. Vehicle purchases

FATAL CRITERIA

- Agency has not been incorporated in the State of Florida for a minimum of one (1) year.
- Agency does not have a 501 (c) (3) status for a minimum of one (1) year.
- Agency is not in compliance with an existing County contract at the time of submission.
- Agency's proposal is under/over the minimum (\$10,000.00)/ maximum (\$150,000.00).
- Application is late (system will not allow incomplete or late submissions).
- Application does not include a budget.

Please [CLICK HERE](#) to download a copy of the full program description.

☒ I acknowledge that I have clicked the above link and reviewed all program documentation.

Please [CLICK HERE](#) to download a copy of the Agreement.

☒ I acknowledge that I have clicked the above link and reviewed and agree to all terms.

Please [CLICK HERE](#) to view Frequently Asked Questions

NOTE: Incomplete applications will not be accepted by the system.

Eligibility

Completed by belinda.becton-mcabee@hopevillagesofamerica.org
on 4/4/2025 9:32 AM

Case Id: 18990

Name: Hope Villages of America

Address: *No Address Assigned

Eligibility

Please provide the following information.

1. Is the applicant organization a non-profit 501 (c) (3) organization for at least one (1) year and incorporated in the State of Florida for at least one (1) year prior to date of application? The program is funded by local tax revenue. As such, publicly funded organizations are not eligible for awards under this solicitation.

Yes

2. Is the applicant organization the organization providing the proposed services? Subcontracting of contractual services is prohibited.

Yes

3 Do the proposed programs/services serve residents of Pinellas County?

Yes

4. Is the mission of the applicant organization consistent with the goals of the Social Action Grant Program to address the health, economic, and social well-being of Pinellas County residents in need of assistance? The applicant organization must not discriminate against any applicant for employment or employee with respect to hire, tenure, terms, conditions or privileges of employment or any matter directly or indirectly related to employment or against any client because of age, sex, race, ethnicity, color, religion, national origin, disability, marital status, or sexual orientation.

Yes

5. Does the applicant organization discriminate against any person on the basis of age, sex, race, ethnicity, color, religion, national origin, disability, marital status or sexual orientation in admission, treatment, or participation in its programs, services and activities?

No

6. Do the programs proposed by faith-based organizations have a secular purpose, and do not require worship or religious instruction activities? Services provided by faith-based organizations must be available to all Pinellas County residents, not solely for congregation members.

N/A

7. Are you an individual seeking financial assistance for yourself or another individual?

No

A. Agency Information

Completed by belinda.becton-mcabee@hopevillagesofamerica.org
on 4/4/2025 9:36 AM

Case Id: 18990

Name: Hope Villages of America

Address: *No Address Assigned

A. Agency Information

Please provide the following information.

LEGAL AGENCY INFORMATION (FOR CONTRACT)

A.1. Legal Organization Name

HOPE VILLAGES OF AMERICA INC

A.2. DBA (if applicable)

A.3. Legal Address

503 S MARTIN LUTHER KING JR AVE Clearwater, FL 33756

PROJECT INFORMATION

A.4. Program Name/Project Title

HVA Food Distribution program - Assistant Warehouse Manager

A.5. Summary - provide a brief summary of program and how funding would be utilized.

HVA seeks funding for an Assistant Warehouse Manager to optimize food distribution, reduce waste, and enhance partner coordination.

A.6. Physical Program Address

700 Druid Road CLEARWATER, FL 33756

A.7. Program Manager First Name

Melvin

A.8. Program Manager Last Name

Thomas

A.9. Program Manager Title

Senior Vice President - Operations

A.10. Program Manager Email

melvin.thomas@hopevillagesofamerica.org

APPLICATION CONTACT INFORMATION

A.19. First Name

Belinda

A.20. Last Name

Becton-McAbee

A.21. Contact Person/Title

VP Grants & Contracts

A.22. Contact Email

belinda.becton-mcabee@hopevillagesofamerica.org

A.23. Telephone

7275843528401

A.24. Executive Officer with signing authority First Name

Nick

A.25. Executive Officer with signing authority Last Name

DiCeglie

A.26. Executive Officer Title

President & CEO

A.27. Executive Officer Email

nick.diceglie@hopevillagesofamerica.org

A.28. Executive Officer Phone Number

(727) 466-7849

A.11. Program Manager Phone Number

(727) 771-5158

A.12. Social Action Funding Priority Area

Note: Only one (1) application may be submitted per organization. If more than one is submitted, only the first will be considered for funding.

Food and Nutritional Services

A.13. Funding Category **ONLY SELECT ONE**

☒ \$10,000.00-\$99,999.00

☐ \$100,000.00-\$150,000.00

A.14. Total Amount Requested

Note: Max request is \$150,000.00

\$65,347.57

A.15. Taxpayer/Employer ID

591309186

A.16. Unique Entity Identifier (UEI- Federal SAM.GOV

Number, if registered

T579VPGHH6H6

A.17. Date of incorporation in Florida

05/17/1972

A.18. Date of 501(c)(3) Status

09/01/1991

B. Organization Profile

Completed by belinda.becton-mcabee@hopevillagesofamerica.org
on 4/4/2025 9:50 AM

Case Id: 18990

Name: Hope Villages of America

Address: *No Address Assigned

B. Organization Profile

Please provide the following information.

B.1. Describe how the mission and purpose of the agency align with the funding priority area.

Hope Villages of America (HVA) is a resource in Pinellas County that directly addresses food insecurity and promotes access to nutritious food, aligning with the Food & Nutritional Services funding priority. Driven by our mission of providing hope restoration with dignity through innovative services and programs, HVA empowers vulnerable individuals and families to achieve stability through essential food resources. Serving more than 70,000 annually from our central Food Distribution Center and multiple pantries, HVA prioritizes low-income and food-insecure households. Increased demand following events like Hurricanes Helene and Milton stresses the vital need for our services. HVA's efforts directly support the Social Action Fund's (SAF) Food & Nutritional Services priorities by:

- Providing dignified Emergency Food Assistance: Delivering immediate, respectful food relief to individuals and families in crisis.
- Enhancing Access to Nutritious Foods: Distributing fresh produce, proteins, and essential non-perishables to improve community health.
- Prioritizing Underserved Populations: Ensuring reliable food access for vulnerable groups, including domestic violence survivors and low-income families.

B.2. Describe your board membership and how the board is reflective of the target population.

HVA's Board of Directors leverages business, nonprofit, finance, law, and social services expertise, providing strong oversight and strategic direction. Recognizing the importance of reflecting the diverse populations we serve—low-income families, domestic violence survivors, and communities of color—HVA has prioritized board expansion in its strategic plan. Currently, our board comprises eight white men, one white woman, and one African American woman. To address this, HVA is actively:

- Diversifying Board Recruitment: We are prioritizing candidates who mirror the racial, gender, and socioeconomic diversity of our community.
- Strengthening Community Engagement: We are building relationships with community leaders, professionals of color, and individuals with lived experience in food insecurity, homelessness, and abuse to identify and cultivate potential board members.

B.3. Explain the organization's experience relevant to the proposed priority area.

Hope Villages of America (HVA) is a proven Food & Nutritional Services leader, serving individuals annually across Pinellas County through our Food Distribution Center and 40+ food pantries. With more than 50 years of dedicated service, HVA is a trusted resource for low-income individuals and families facing food insecurity. Our expertise is demonstrated through:

* Rapid Emergency Food Response: We provide consistent food access, exemplified by our swift response to Hurricanes Helene and Milton, which resulted in a significant surge in demand: a 16% increase in Thursday distributions and a 26% increase on other days.

* Strategic Community Partnerships: We leverage strong partnerships with local retailers through our collaboration with Feeding Tampa Bay. Partnerships with stores like Sam's Club and Publix, as well as local food pantries and other community organizations, ensure a steady supply of fresh, nutritious food.

* Integrated Holistic Support: We understand that food insecurity is often linked to other challenges. HVA seamlessly integrates food assistance with our Abuse Services and Housing Stability programs, addressing the root causes of need.

B.4. Describe your onboarding process and program implementation timeline across the organization and for this program.

HVA's Onboarding Process & Program Implementation Timeline

Organization-Wide Onboarding Process

1. Pre-Hire Preparation (Weeks 1-2)

- o Job offer extended and background checks completed.
- o New hire receives onboarding paperwork to sign, including an employee handbook and confirmation of receipt form, job description, and tax deduction documents.
- o IT setup, including access to HVA's communication and logistics systems.

2. Orientation & Training (Weeks 3-4)

- o Introduction to HVA's mission, values, and strategic goals, and departmental staff
- o New hires receive departmental training and state certifications (if applicable)
- o New hire works alongside an experienced staff member to learn daily operations.

3. Full Integration & Performance Review (Weeks 5-12)

- o Employee transitions to full responsibility under supervision.
- o Regular check-ins with the supervisor/manager to address questions and ensure alignment with HVA's standards.
- o 90-day performance evaluation to assess effectiveness and provide support.

Program Implementation Timeline for Assistant Warehouse Manager

The timeline for implementing this role is as follows:

1. Month 1-2: Recruitment & Onboarding

- o Finalizing the hiring process
- o Completing orientation, trainings, and certifications
- o Introduction to partner agencies and food suppliers.
- o Participation in food distribution events to understand the community impact.
- o New hire "shadows" the Warehouse Manager and food distribution team to learn daily operations.

2. Month 3-4: Role Development & Process Improvement

- o Employee fully integrates into warehouse operations, focusing on inventory management, food safety, and distribution logistics.
- o Assists in developing efficiency strategies to support growing community needs.
- o Assist with scheduling and the coordination of volunteers
- o Training and directing volunteers on warehouse procedures

3. Month 5-6: Expansion & Impact Evaluation

- o Supports food distribution expansion, including increased pickup and delivery capacity
- o Works with leadership to assess impact and identify areas for improvement.

4. Ongoing: Continuous Optimization & Community Engagement

- o Maintains day-to-day operations while adapting to changes in food demand and distribution logistics.
- o Participates in strategic planning to enhance service delivery.

C. Community Needs

Completed by belinda.becton-mcabee@hopevillagesofamerica.org
on 4/4/2025 3:11 PM

Case Id: 18990

Name: Hope Villages of America

Address: *No Address Assigned

C. Community Needs

Please provide the following information.

C.1. Clearly identify the need to be addressed through the proposed program.

Pinellas County continues to experience high levels of food insecurity, with approximately 123,330 residents lacking consistent access to nutritious food (Feeding America, 2022; most recent data available). Hope Villages of America (HVA) serves as a key hunger relief organization, distributing food to over 6,500 individuals monthly through direct services and partnerships with local food pantries.

However, several critical challenges threaten the stability and efficiency of HVA's food distribution efforts:

1) Rising Demand for Food Assistance

- * Inflation, supply chain disruptions, and economic instability have led to increased food insecurity, particularly among low-income families, seniors, and domestic violence survivors.
- * Food distribution services have expanded significantly, but staffing shortages risk delays in deliveries and disruptions in service.

2) Workforce Succession Planning

- * Key warehouse personnel are nearing retirement, posing a risk to the continuity of food distribution operations.
- * Without a structured succession plan, warehouse efficiency and food access may decline, impacting thousands of individuals who rely on HVA for support.

3) Logistics & Inventory Management Gaps

- * HVA is a sub-recipient of Feeding Tampa Bay and a sub-distributor of USDA TEFAP foods, requiring efficient scheduling, food pickup, storage, and distribution.
- * Lack of dedicated oversight in inventory management can lead to food waste, shortages, and inefficiencies, limiting the impact of HVA's food security efforts.

4) Growing Need for Disaster Preparedness

- * Pinellas County is highly vulnerable to hurricanes and other emergencies, making disaster relief food distribution a priority.

C.2. Provide current supporting statistics or data specific to Pinellas County such as needs assessments, interviews, waiting lists, surveys, trends and/or analyses to demonstrate the need described in C1.

Food Insecurity in Pinellas County:

- Overall Food Insecurity Rate: As of 2022 (the most recent data available), Pinellas County reported a food insecurity rate of 12.8%, indicating that approximately 1 in 8 residents lacked consistent access to sufficient food (FLHealthCHARTS, 2022)

- **Childhood Food Insecurity:** Approximately one in six children in Pinellas County live in homes with low food security, indicating insufficient access to nutritious food for an active, healthy life (Juvenile Welfare Board of Pinellas, Pinellas Childhood Hunger Impact Sheet, 2024).
- **SNAP Benefit Shortfall:** As of December 2023, there was a 26% gap between the value of Supplemental Nutrition Assistance Program (SNAP) benefits (\$2.83 per meal) and the cost of a modest meal in Pinellas County (\$3.84), highlighting the increasing financial strain on low-income households (The Urban Institute, 2024)
- * **Rising Demand for Food Assistance** (Urban Institute, 2023)
- * Inflation, supply chain disruptions, and economic instability have led to increased food insecurity, particularly among low-income families, seniors, and domestic violence survivors.
- * Food distribution services have expanded significantly, but staffing shortages risk delays in deliveries and disruptions in service.
- * **Growing Need for Disaster Preparedness**
- * Pinellas County is highly vulnerable to hurricanes and other emergencies, making disaster relief food distribution a priority (Feeding Tampa Bay)

HVA's Increasing Food Distribution Needs

1. Growing Community Demand

o HVA's Food Distribution Center and partner pantries serve more than 6,300 unduplicated individuals a month, a number that has increased following recent economic downturns and natural disasters.

o In the aftermath of Hurricanes Helene and Milton, HVA saw:

- * A 16% increase in food distribution on Thursdays.
- * A 26% increase in food distribution on Mondays, Tuesdays, and Fridays.
- * These increases are equal to approximately 600 additional individuals a month

2. Operational Challenges & Staff Capacity

* HVA currently operates with one Warehouse Manager who oversees all food logistics, partner coordination, and inventory management.

* Without additional leadership, expanding food distribution capacity is limited, and existing staff are at risk of burnout.

3. Long-Term Sustainability & Succession Planning

o Several key staff members, including the current Warehouse Manager, are nearing retirement age.

o HVA must prepare future leadership to maintain and expand food services to make sure there is uninterrupted food access for Pinellas County residents.

C.3. Is the program new and innovative, or is funding sought to expand capacity or service in an existing program, or continuation of current funding? No points to be assessed for this question.

Expand Capacity or Service

C.4. If new and innovative, discuss what is currently being done in the community to address the need and how this program differs to provide better results. If expanding capacity, describe the current services available in the community, numbers unserved, and how the proposed program will reduce the number of unserved. If continuation of funding discuss what has been done to obtain alternate funding?

Pinellas County offers food assistance through government, nonprofit, and faith-based organizations. Current services include:

- **Food Banks & Pantries** – Groups like Feeding Tampa Bay and local pantries distribute groceries.
- **USDA/TEFAP Programs** – The Emergency Food Assistance Program (TEFAP) supplies food to low-income families.
- **Mobile Food Distribution** – Programs like Feeding Tampa Bay's mobile pantry and Pinellas County Medicine Team deliver food to vulnerable populations in underserved areas.
- **Community Kitchens & Meal Programs** – Groups like Trinity Café and St. Vincent de Paul CARES provide free meals.

- School Meals – Pinellas County Schools offer free/reduced-price meals for students.
- Government Assistance – SNAP and WIC help low-income individuals afford food.

Unmet Needs

Despite these efforts, 123,330 Pinellas County residents (13%) were food insecure in 2022, including 26,440 children (17.5%) (Feeding America).

Barriers include (based on 2022 community needs assessments from Pinellas County and Bay Care) :

- Limited Transportation – Residents in food deserts struggle to access affordable food.
- Economic Struggles – Rising costs force low-income families to choose between food and other essentials.
- Growing Demand – Post-hurricane HVA food distribution increased 16% on Thursdays and 26% on other days, exceeding current capacity.

How Hiring an Assistant Warehouse Manager Will Reduce the Number of Unserved

An Assistant Warehouse Manager will help bridge service gaps by:

- Expanding Food Supply Through Increased Retail Pickups – More food recovery efforts reduce waste and increase available food for distribution.
- Accelerating Food Distribution to Reduce Wait Times – Improved inventory management moves food faster from donation to distribution, serving more people daily.
- Extending Service Reach in Underserved Areas – Optimized logistics allow expanded delivery routes and more food drop-offs in food deserts, improving access.
- Strengthening Volunteer Coordination for Greater Efficiency – Improved volunteer scheduling and training boosts productivity, increasing food sorting and delivery capacity.
- Ensuring Compliance to Maintain Funding & Resources – Strengthened tracking and reporting ensure HVA retains USDA/TEFAP funding, securing long-term food support.

By improving food supply, distribution speed, service reach, volunteer efficiency, and funding sustainability, hiring an Assistant Warehouse Manager will enhance our capacity to reduce the number of unserved individuals. This position aims to increase the number of unduplicated individuals served at the Food Distribution Center by 10%. Additionally, it will ensure that Pinellas County's most vulnerable residents have reliable access to foods have reliable access to food.

If currently funded, please provide outcomes/utilization/success?



Outcomes/Utilization/Success

Outcomes and Goals Hope Villages of America.pdf

C.5. Describe how the proposed program will coordinate with existing programs in the community. If program is working with partners, please include a collaborative letter showing how both sides would be working on project.

Hope Villages of America (HVA) plays a vital role in the county's food assistance network by partnering with Feeding Tampa Bay, the USDA, and local organizations to enhance food distribution. HVA supports and strengthens these services in several ways:

1. Serving as a USDA/TEFAP distribution hub, HVA ensures that government food commodities reach eligible individuals efficiently.
2. Supplying food to more than 40 local food pantries, shelters, and community partners through its Food Distribution Center.

3. Hosting mobile food distribution events in the community. In 2024, HVA's Esperanza a Tu Mesa (Hope to Your Table) project partnered with the Hispanic Outreach Center and local Hispanic communities to hold these events. The aim was to provide culturally specific foods to Hispanic residents, who currently face a food insecurity rate of 10.6%, disproportionately affecting them at a rate 2.5 times greater than that of White individuals. These events also help build trust within the community and allow residents to feel a sense of belonging by enjoying foods that remind them of home.

4. Providing emergency food assistance in collaboration with relief organizations during crises, such as natural disasters or economic downturns.

5. Partnering with Pinellas County's Medicine Street team to distribute 50 food bags a week to homeless individuals seeking medical assistance.

By collaborating with these agencies, HVA fills critical gaps in food distribution, ensuring that existing programs reach more families in need while strengthening the overall food security network in Pinellas County.

Please upload Collaborative Letter



Collaborative Letter

FY24 MOU for Hope Villages Food Collaboration - 09-17-24.pdf

Feeding Tampa Bay_USDA Contract Hope Villages of America.pdf

D. Scope of Services

Completed by belinda.becton-mcabee@hopevillagesofamerica.org
on 4/4/2025 3:11 PM

Case Id: 18990

Name: Hope Villages of America

Address: *No Address Assigned

D. Scope of Services

Please provide the following information.

Program Specifics

D.1. Describe the proposed program. Services to be delivered should be clearly identified. Include information regarding evidence-based practices or best practice models used, if applicable.

Hope Villages of America (HVA) seeks funding to hire an Assistant Warehouse Manager to enhance food distribution capacity within the Food Distribution & Basic Needs Division. This role is critical for optimizing food recovery, distribution logistics, and volunteer coordination, directly improving service delivery for food-insecure residents in Pinellas County.

Services to Be Delivered

The Assistant Warehouse Manager will:

- Increase Food Recovery & Distribution
- Expand retail food pickups, reducing waste and increasing available supply.
- Improve warehouse processes for sorting, inventory, and delivery preparation.
- Support expanded delivery routes to meet growing demand in underserved areas.
- Enhance Volunteer Management
- Provide structured training to improve efficiency and food handling.
- Align volunteer schedules with distribution needs.
- Improve the volunteer experience to increase satisfaction and retention (goal: 85%).
- Strengthen Compliance & Program Tracking
- Ensure compliance with USDA/TEFAP food handling and reporting standards.
- Enhance inventory systems to improve accuracy and transparency.
- Support data collection for ongoing quality improvement.

Best Practices & Evidence-Based Models Used

- Feeding America's Food Bank Best Practices – Improving efficiency, equity, and food safety.
- USDA TEFAP Guidelines – Ensuring accountability and continued access to federal food resources.
- Volunteer Management Best Practices – Increasing training, engagement, and retention (Source: Corporate Finance Institute)
- Food Recovery Logistics Models – Expanding/strengthening retail partnerships with Feeding Tampa Bay and retailers to capture surplus food efficiently (Source: Lowery & Boyer; April 27, 2023; retrieved 4/4/2025).

D.2. What will the funding be used to purchase or pay for to support the program? This should align with the attached Annual Budget and Operational Narrative and the selected priority area (A.12. of the application). Include how does this funding request supplement, not duplicate, current program funding?

The funding request for the Assistant Warehouse Manager aligns with the Personnel Expense category in the budget,

covering:

- * Salary – \$50,000 annually for 100% of time spent on food distribution operations.
- * Fringe Benefits – \$11,952 (includes payroll taxes, health insurance, and retirement contributions).
- * Operational Expenses
- * Professional Fees/Licenses – \$382 for payroll processing fees.
- * Other Hiring Expenses – \$246.32 for position advertising (\$150), drug screening (\$32.07), and background check (\$64.25).
- * Supplies/Equipment – \$1,846 for a computer and monitor (\$1,650), name badge (\$20), business cards (\$33), HVA staff shirts (\$125), and a hotspot (\$18).
- * Communications – \$780 for 12 months of hotspot service (\$120) and 12 months of cell phone service (\$660).
- * Training/Development – \$141.25 for CDL renewal (\$81.25) and forklift certification (\$60).

How Funding Will Be Used

This funding will support the hiring, compensation, and related expenses of an Assistant Warehouse Manager to:

- * Oversee food pickup, delivery, and distribution as a sub-recipient of Feeding Tampa Bay and a sub-distributor of USDA TEFAP foods.
- * Improve inventory management, reduce food waste, and coordinate with local food pantries to ensure efficient distribution.
- * Strengthen logistics for mobile and community-based food distributions, supporting 6,500 individuals monthly.
- * Train and supervise volunteers, ensuring sustainability of food security efforts.
- * Support succession planning, as key staff members near retirement, ensuring the program's long-term sustainability.
- * Fill a critical staffing gap, allowing HVA to maintain uninterrupted food distribution services as demand continues to rise.

How This Funding Supplements, Not Duplicates, Current Program Funding

- * Existing funding sources primarily cover food procurement, transportation, and general warehouse operations. However, they do not account for the need to expand staff capacity to meet increasing demand.
- * This request specifically funds personnel costs for a dedicated role that enhances logistics and partnerships, ensuring food reaches those in need efficiently.

D.3. Describe program services including frequency, duration and intensity. Example: Weekly financial literacy sessions for 20 clients for 6 months or completion of curriculum.

Food Distribution Services – Operates from Monday–Friday (except holidays), serving 6,500 people monthly at HVA's Food Distribution Center. Distribution days and times vary at partner sites. Demand increases during crises, with special mobile distributions for underserved communities.

Food Recovery & Partner Agency Support – Daily pickups from retailers (Walmart, Publix, Target) to supply food pantries, shelters, and meal programs. The Assistant Warehouse Manager will optimize logistics and expand food recovery efforts.

Emergency & Disaster Relief – Activated as needed during crises (e.g., hurricanes, economic downturns). Following Hurricanes Helene and Milton, food distribution increased 16% on Thursdays, 26% on other days. The Assistant Warehouse Manager will ensure rapid response and scalability.

Inventory Management & Warehouse Operations – Daily oversight of food intake, storage, and logistics, managing thousands of pounds weekly while reducing waste and training volunteers for efficient operations.

D.4. What is the target population and eligibility criteria for the program?

The target population for the HVA Food Distribution program in Pinellas County encompasses individuals and families who are experiencing food insecurity within these communities. In Pinellas County, where the household population is predominantly comprised of ALICE families, access to affordable and nutritious food presents a significant challenge.

The program operates has no income eligibility criteria for residents seeking assistance. Any resident who identifies as food insecure may request and receive food assistance. Photo identification is required for documentation purposes, although alternative methods of self-identification can be explored. Additionally, case management services are available to assist individuals in obtaining identification if needed.

However, eligibility criteria are in place for entities seeking to partner with the program as food pantry partners. These criteria include ensuring that the pantry serves a food-insecure neighborhood, possesses adequate space and capacity to distribute food, and has necessary refrigeration capabilities for perishable items. These criteria ensure that resources are effectively allocated to maximize support for individuals and families experiencing food insecurity within Pinellas County.

D.5. Provide the geographic service area(s) and hours and days for the program during contract period.

During the contract period, the geographic service area for the program is Pinellas County. The general operating hours of the Food Distribution Center are Monday – Wednesday and Friday (12:30pm – 3:30pm; Thursday (12:30pm – 6:30 pm). Hours and days for the program with partners will vary based on the operating hours of its partner organizations.

D.6. Describe the program staff, including qualifications, expertise, and credentials, if required.

HVA's Food Distribution and Basic Needs team consists of 7 full-time and 1 part-time staff. The team is led by experienced professionals in logistics, food distribution, and volunteer coordination.

Melvin Thomas – Senior Vice President of Operations

Mr. Thomas brings extensive leadership experience from his tenure at FedEx and Indian River Transport before joining HVA in 2017.

- * Expanded food distribution to eight college campuses.
- * Launched HVA's Mobile Food Pantry during the pandemic to address rising food insecurity.
- * Oversees the Food & Basic Needs Services Division, focusing on efficiency, safety, and program growth.

Cesar Garcia – Director of Program Services

With over nine years at a South Carolina food bank, Mr. Garcia managed the distribution of over 6 million pounds of food annually.

- * Recognized as an Outstanding Employee in 2018 for his dedication to food security.
- * Bilingual in English and Spanish, ensuring culturally competent service delivery.
- * Leads on-site operations, coordinating volunteers, staff, and direct client support.

Felipe Hernandez – USDA/Warehouse Manager

A dedicated team member at HVA since 2012, Mr. Hernandez plays a critical role in warehouse operations and food distribution management.

- * Oversees inventory, food handling, and logistics, ensuring USDA/TEFAP compliance.
- * Supervises warehouse staff, drivers, and volunteers, coordinating food storage, safety, and distribution.
- * Manages food recovery and distribution partnerships, ensuring efficient operations and community impact.

Additional Food Distribution Staff

- * Volunteer Manager - recruits & coordinates volunteers
- * Program Support Specialist – Assists with administrative tasks, data tracking, and coordinating client services.*
- * Drivers (1 Full-time, 1 Part-time) – Transport food between HVA’s warehouse, partner agencies, and distribution sites.
- * Warehouse Assistant – Supports warehouse operations, including food sorting, storage, and inventory management

E. Program Outcomes and Goals

Completed by belinda.becton-mcabee@hopevillagesofamerica.org
on 4/4/2025 3:12 PM

Case Id: 18990

Name: Hope Villages of America

Address: *No Address Assigned

E. Program Outcomes and Goals

Please provide the following information.

E.1. Describe the goal(s) of the program using the Program Goals and Outcomes Template [Program Goals and Outcomes Template](#). Please download, complete, and upload below. Include for each goal being addressed:

- **Outcomes** - *Describe the changed state in the program participants or broader community that can be measured and identified. Include % change.*
- **Indicators** - *Identify qualitative and quantitative indicators to measure the outcomes.*
- **Methods of Evaluation** - *Identify how these outcomes will be measured (e.g. surveys, staff observation, program plans, assessments, self-reports.*
- **Measurement Intervals** – *Identify when the measures will be captured. (The goals and objectives must be measurable within a twelve (12) month period.)*



Outcomes and Goals Template Save as Outcomes and Goals Agency name *Required

Outcomes and Goals Hope Villages of America.pdf

E.2. What information will be collected to demonstrate program success?

Hope Villages of America will measure program success through indicators designed to assess the effectiveness of food distribution, warehouse operations, and participant satisfaction.

Retail partner satisfaction serves as a key metric to ensure that at least 90% of partners report a positive experience with the program. Staff will conduct quarterly meetings with retail partners, using a standardized checklist to assess satisfaction with pickup scheduling, communication, and food quality.

Additionally, volunteer engagement will be evaluated, with a target of 85% of volunteers expressing satisfaction with the level of assistance and direction they receive. Feedback will be gathered through quarterly surveys conducted via SurveyMonkey, allowing volunteers to share their experiences and recommend improvements.

Program participants who receive food assistance will also be surveyed to gauge satisfaction with the quality and variety of food provided. The goal is for at least 90% of surveyed guests to express satisfaction. These surveys will be conducted monthly at the Food Distribution Center and through partner agency sites.

To assess the program's ability to expand reach, HVA will also monitor the number of unduplicated individuals served. Monthly intake reports will track new clients visiting the Food Distribution Center for the first time. This data will be used to evaluate progress toward the program's goal of achieving a 10% increase in unduplicated individuals served throughout the funding period.

E.3. Describe how client/individual data is collected. (Please be specific on the platform your program uses if you

Printed By: Amanda Craft on 4/7/2025

18 of 25

collect data electronically, and the interval at which data is collected)

Hope Villages of America collects client and individual data through a combination of electronic and manual methods to ensure accurate and timely reporting.

* Data is primarily collected through SurveyMonkey, an online survey platform used to gather self-reported feedback from program participants, volunteers, and retail partners. Surveys are conducted at regular intervals, with participant satisfaction surveys administered monthly and volunteer and retail partner satisfaction surveys conducted quarterly.

* Additionally, staff members collect data through checklists during in-person meetings with retail partners to assess partnership effectiveness. This data is recorded and reviewed quarterly to identify trends and areas for improvement.

* To determine the number of first-time participants at the Food Distribution Center, data is collected at the point of service when individuals receive food assistance at the Food Distribution Center. Intake staff and volunteers use electronic tablets or desktop computers to record client information in Link2Feed, a secure food bank client intake software ensuring accurate and efficient data entry.

F. Budget

Completed by belinda.becton-mcabee@hopevillagesofamerica.org
on 4/4/2025 3:12 PM

Case Id: 18990

Name: Hope Villages of America

Address: *No Address Assigned

F. Budget and Financial Sustainability

Please provide the following information.

F.1. Total Agency budget for entire organization (local) This should be the largest amount.

\$4,770,808.00

F.2. Total Program budget. Amount currently allocated to fund the program with the requested Social Action Funding.

\$790,886.00

F.3. Total Pinellas County Social Action Funding request.

\$65,347.57

F.4. What percentage of the program budget will be funded with Pinellas County Social Action Funding?

8.00%

F.5. What other funders also financially support this program? To include the amount of funding and what those funds are used for.

USDA (\$275,000.00): Passthrough from Feeding Tampa Bay. Funds salaries and operating expenses.

Fundraising/Donation (\$450,538.43): General fundraising

F.6. What other Pinellas County funding does the organization receive for any and all programs?

HVA receives funding from the Florida Department of Health and Human Services to support operations for the HVA Abuse Services division.

F.7. Describe the organizations plan for financial and program sustainability beyond fiscal year 2026.

To sustain this position beyond fiscal year 2026, HVA will focus on diversified funding, strategic partnerships, operational efficiencies, and capacity building. Notably, the Assistant Warehouse Manager position will require funding for only one year, as the employee will transition into the Warehouse Manager role, which is already funded through another source. Beyond fiscal year 2026, the Assistant Warehouse Manager position will be supported by alternative funding sources.

1. Diversified Funding:

- Expand Grant Portfolio: Pursue federal, state, and private foundation grants (ex. USDA, Feeding America, Florida Department of Agriculture).
- Strengthen Corporate Alliances: Enhance partnerships with grocery chains (Walmart, Publix, Target) for funding, in-kind donations, and sponsorships.
- Cultivate Individual and Major Donors: Develop targeted fundraising campaigns and a planned giving program.
- Maximize Fundraising Events: Increase revenue through community events, donor galas, and food drive sponsorships.

2. Community Partnerships:

- Deepen Food Supplier Relationships: Expand food rescue partnerships for stable supply and cost reduction.
- Expand Volunteer and Workforce Development: Build capacity through volunteer engagement and workforce partners

that offer paid work experience programs, such as CareerSource Hillsborough Pinellas.

F.8. Please download and complete the [Annual Budget](#) form.



Annual Budget Narrative *Required

Annual Budget Report Hope Villages of America .xlsx

G. Required Documents

Completed by belinda.becton-mcabee@hopevillagesofamerica.org
on 4/4/2025 3:24 PM

Case Id: 18990

Name: Hope Villages of America

Address: *No Address Assigned

G. Required Documents

Please upload the following documents.

Documentation



Proof of 501(c)(3) status save as 501c3 Agency name *Required

501c3 Hope Villages of America.pdf



Proof of incorporation in the State of Florida for at least one (1) year Save as Incorporation Agency name

***Required**

Incorporation Hope Villages of America.pdf



Most Recent Financial and Single Audit (required if available) or IRS Form 990 (only if audit unavailable) Save as Audit Agency name *Required

Audit Hope Villages of America.pdf



W-9 with legal name which matches that of applicant name Save as W9 Agency name *Required

W9 Hope Villages of America.pdf



Current Certificate of Insurance Save as Insurance Agency Name *Required

Insurance Hope Villages of America.pdf



Completed [Internal Control Checklist](#) Save as Internal Control Checklist Agency name *Required

Internal Control checklist Hope Villages of America.pdf

☒ [Annual Budget Report](#) Save as Annual Budget Agency name ***Required**

Annual Budget Report Hope Villages of America .xlsx

☒ [Outcomes and Goals Template](#) Save as Outcomes and Goals Agency name ***Required**

Outcomes and Goals Hope Villages of America.pdf

☐ [Current state licenses or registrations](#)

****No files uploaded**

☒ [Local Agency Organizational Chart](#) Save as Org chart Agency name ***Required**

Org Chart Hope Villages of America.pptx

☒ [Program Job Descriptions, if funding supports salaries if applicable](#) Save as Job Descriptions Agency name

Job Description Hope Villages of America.doc

☐ [Housing First Checklist, if applicable](#) Save as Housing First Agency name

****No files uploaded**

☐ [Shelter Entrance Criteria, if applicable](#) Save as Shelter Entrance Criteria Agency name

****No files uploaded**

☒ [Data Control Questionnaire](#) Save as Data Control Questionnaire Agency Name ***Required**

Data Control Questionnaire Hope Villages of America.pdf

☒ [HS E-Verify Affidavit](#) Save as Everify Agency name ***Required**

E-Verify Hope Villages of America.pdf

☒ [Board Member List, Including mailing and email addresses and phone numbers, if applicable](#) Save as Board Members Agency name

Board Members Hope Villages of America.pdf

☐ **Accreditation, if applicable Save as Accreditation Agency name**

***No files uploaded*

☒ **Human Trafficking Affidavit Save as Human Trafficking Agency Name *Required**

Human Trafficking Home Villages of America.pdf

☒ **Travel / Mileage policy if funding is requested Save as Travel policy Agency name**

Travel Policy Hope Villages of America.pdf

☒ **Conflict of Interest Policy if available Save as Conflict of Interest Agency name**

Conflict of Interest Hope Villages of America.pdf

☒ **Program Policy and Procedures if available Save as Program Policy and Procedures Agency Name**

Policies and Procedures Hope Villages of America.pdf

Submit

Completed by belinda.becton-mcabee@hopevillagesofamerica.org
on 4/4/2025 3:25 PM

Case Id: 18990

Name: Hope Villages of America

Address: *No Address Assigned

Certification

Once an application is submitted, it can only be "Re-opened" by an Administrator.

By clicking submit, I certify that I am an authorized representative of the proposing agency and the information contained in this application is true and accurate to the best of my knowledge and due diligence.

I also understand that applications are limited to one per organization, and if more than one application is submitted by my organization, only the most recent will be considered for funding.

Authorized Representative Signature

Belinda Becton-McAbee

Electronically signed by belinda.becton-mcabee@hopevillagesofamerica.org on 4/4/2025 3:25 PM

Date Submitted

04/04/2025

Program Description

Completed by dbattle@clearwaterfreeclinic.org on 3/19/2025
12:06 PM

Case Id: 18991

Name: Clearwater Free Clinic

Address: *No Address Assigned

Program Description

Please provide the following information.



Social Action Funding Application for the funding period of October 1, 2025 - September 30, 2026

**Pinellas County Board
of County
Commissioners**
Human Services
440 Court St, 2nd Floor
Clearwater, FL 33756

Pinellas County Human Services is accepting applications from qualified non-profit organizations desiring to provide social services to low-income residents of Pinellas County.

The Social Action Grant Program provides funding to social service organizations for priority services that directly support Pinellas County.

The attached Social Action Grant Program application instructions outline the competitive process for the selection of organizations to receive Social Action Funding Grants as allocated by the Pinellas County Board of County Commissioners (Board) for FY 2026

Funding applications are limited to a minimum of \$10,000.00 and a maximum of \$150,000.00. Only one (1) application may be submitted per agency. Applicants may apply for either a large award (\$100,000.00 - \$150,000.00), or a small award (\$10,000.00 - \$99,999.00). A maximum of five large awards will be made, with the remainder of funding allocated to small awards. The amount requested does not guarantee an award. Actual awards will be based on the recommendation of the review committee and approval of the Board. The funding priorities for the Social Action Grant Program are:

- **Food and Nutritional Services:** including food banks, meal delivery, congregate dining, and related supportive services.
- **Homeless Prevention and Supportive Services:** including homeless outreach and engagement, prevention and diversion services, system navigation, and shelter and housing support.
- **Healthcare and Human Services for Disadvantaged Residents:** including, but not limited to, specialized healthcare services, workforce development, life skills training and support, transportation or mobility assistance, chore services, health and hygiene support, and specialized mentoring or educational programs for

disadvantaged populations.

- **Supportive Services for an Aging Population:** any of the above listed types of programs or additional supportive programs targeted to an aging population.

The submission deadline for all applications is April 4, 2025 at 4:00 PM (no exceptions). Organizations must utilize the online application through the Neighborly System. Please allow ample time for submission and technological challenges, as late applications will not be accepted. For questions regarding your application, please contact: Amanda Craft at acraft@pinellas.gov.

ELIGIBILITY CRITERIA

- ☒ The applicant organization must agree to the terms and conditions contained in the Pinellas County Social Action Program Agreement. **NO EXCEPTIONS** to the terms and conditions of the agreement will be permitted. The County reserves the right to update these terms and conditions from time to time and as needed to meet the needs of the County.

DISCLAIMER

- ☒ Pinellas County Government reserves the right to: 1) cancel the application process; 2) accept or reject any or all applications received; 3) waive any non-substantive deficiency or irregularity, waive or remedy any technical or immaterial errors; 4) request any necessary clarifications of proposal data without changing the terms of the proposal; 5) negotiate with any qualified applicant; 6) award a contract in what it believes to be the best interest of the County; 7) cancel the request, in part or its entirety, if it is deemed to be in the best interest of the County; 8) reject the program of any applicant that has previously failed to perform properly; 9) reject the program of any applicant who has failed to complete a contract within the specified timeframe; 10) reject the program of any applicant that is not in a position to fulfill a resulting contractual obligation.

EXCLUSIONS

The following are not eligible for Social Action Grant funding:

1. Capital Expenses
2. Improvements to Real Properties
3. Indirect Cost Rate (e.g. a fixed % of the program budget; direct costs are allowable)
4. Research studies or technical assistance
5. Employee or volunteer incentives
6. Legal fees or any expenses specifically related to criminal activity including court costs, citations, restitution, child support, alimony, or immigration related expenses
7. Alcohol, tobacco, firearms or lottery tickets
8. Expenses related to immigration or returning to country of origin
9. Gift Cards
10. Money orders
11. Property taxes
12. Vehicle purchases

FATAL CRITERIA

- Agency has not been incorporated in the State of Florida for a minimum of one (1) year.
- Agency does not have a 501 (c) (3) status for a minimum of one (1) year.
- Agency is not in compliance with an existing County contract at the time of submission.
- Agency's proposal is under/over the minimum (\$10,000.00)/ maximum (\$150,000.00).
- Application is late (system will not allow incomplete or late submissions).
- Application does not include a budget.

Please [CLICK HERE](#) to download a copy of the full program description.

☒ I acknowledge that I have clicked the above link and reviewed all program documentation.

Please [CLICK HERE](#) to download a copy of the Agreement.

☒ I acknowledge that I have clicked the above link and reviewed and agree to all terms.

Please [CLICK HERE](#) to view Frequently Asked Questions

NOTE: Incomplete applications will not be accepted by the system.

Eligibility

Completed by dbattle@clearwaterfreeclinic.org on 3/19/2025
12:06 PM

Case Id: 18991

Name: Clearwater Free Clinic

Address: *No Address Assigned

Eligibility

Please provide the following information.

1. Is the applicant organization a non-profit 501 (c) (3) organization for at least one (1) year and incorporated in the State of Florida for at least one (1) year prior to date of application? The program is funded by local tax revenue. As such, publicly funded organizations are not eligible for awards under this solicitation.

Yes

2. Is the applicant organization the organization providing the proposed services? Subcontracting of contractual services is prohibited.

Yes

3 Do the proposed programs/services serve residents of Pinellas County?

Yes

4. Is the mission of the applicant organization consistent with the goals of the Social Action Grant Program to address the health, economic, and social well-being of Pinellas County residents in need of assistance? The applicant organization must not discriminate against any applicant for employment or employee with respect to hire, tenure, terms, conditions or privileges of employment or any matter directly or indirectly related to employment or against any client because of age, sex, race, ethnicity, color, religion, national origin, disability, marital status, or sexual orientation.

Yes

5. Does the applicant organization discriminate against any person on the basis of age, sex, race, ethnicity, color, religion, national origin, disability, marital status or sexual orientation in admission, treatment, or participation in its programs, services and activities?

No

6. Do the programs proposed by faith-based organizations have a secular purpose, and do not require worship or religious instruction activities? Services provided by faith-based organizations must be available to all Pinellas County residents, not solely for congregation members.

N/A

7. Are you an individual seeking financial assistance for yourself or another individual?

No

A. Agency Information

Completed by dbattle@clearwaterfreeclinic.org on 4/4/2025 12:20 PM

Case Id: 18991

Name: Clearwater Free Clinic

Address: *No Address Assigned

A. Agency Information

Please provide the following information.

LEGAL AGENCY INFORMATION (FOR CONTRACT)

A.1. Legal Organization Name

Clearwater Free Clinic

A.2. DBA (if applicable)

A.3. Legal Address

1218 Court Street Clearwater, FL 33756

PROJECT INFORMATION

A.4. Program Name/Project Title

Urgent Care Nursing for Uninsured Residents

A.5. Summary - provide a brief summary of program and how funding would be utilized.

Funding will be utilized to support the salaries of an Urgent/Acute Care Nurse Practitioner and dedicated Medical Assistant. These two new roles will launch and an acute care service line to take walk-in appointment for patients who are uninsured in Pinellas County and have non-life-threatening symptoms and illnesses.

A.6. Physical Program Address

1218 Court Street Clearwater, FL 33756

A.7. Program Manager First Name

Maureen

A.8. Program Manager Last Name

Green

A.9. Program Manager Title

Director of Clinical Services

A.10. Program Manager Email

APPLICATION CONTACT INFORMATION

A.19. First Name

Delores

A.20. Last Name

Battle

A.21. Contact Person/Title

Grants Manager

A.22. Contact Email

dbattle@clearwaterfreeclinic.org

A.23. Telephone

7274433504

A.24. Executive Officer with signing authority First Name

Anthony

A.25. Executive Officer with signing authority Last Name

Degina

A.26. Executive Officer Title

Chief Executive Officer

A.27. Executive Officer Email

adegina@clearwaterfreeclinic.org

A.28. Executive Officer Phone Number

(727) 331-8150

mgreen@clearwaterfreeclinic.org

A.11. Program Manager Phone Number

(727) 447-3041

A.12. Social Action Funding Priority Area

Note: Only one (1) application may be submitted per organization. If more than one is submitted, only the first will be considered for funding.

Healthcare and Human Services for Disadvantaged Residents

A.13. Funding Category **ONLY SELECT ONE**

☐ \$10,000.00-\$99,999.00

☒ \$100,000.00-\$150,000.00

A.14. Total Amount Requested

Note: Max request is \$150,000.00

\$150,000.00

A.15. Taxpayer/Employer ID

591852871

A.16. Unique Entity Identifier (UEI- Federal SAM.GOV Number, if registered

A.17. Date of incorporation in Florida

07/27/1977

A.18. Date of 501(c)(3) Status

08/02/1982

B. Organization Profile

Completed by dbattle@clearwaterfreeclinic.org on 4/4/2025 12:11 PM

Case Id: 18991

Name: Clearwater Free Clinic

Address: *No Address Assigned

B. Organization Profile

Please provide the following information.

B.1. Describe how the mission and purpose of the agency align with the funding priority area.

Since 1977, the Clearwater Free Clinic (CFC) has been dedicated to providing free, comprehensive healthcare services to low-income, uninsured adults living in Clearwater and the surrounding Pinellas County communities. Our mission is to deliver comprehensive medical care to uninsured families through volunteerism and community partnerships. Through support of our mission, we have been able to expand access to integrate clinical and behavioral healthcare and address the health disparities seen in our community daily. The CFC's mission directly aligns with Pinellas County's funding priority of Healthcare and Human Services for Disadvantaged Residents. The CFC offers specialized healthcare services, including chronic disease management (such as diabetes, hypertension, and heart disease), behavioral health counseling, medication therapy and treatment, health navigation, and specialized women's and men's health services—all at no cost to patients. Additionally, the Clinic connects patients with life skills training through wellness programs that focus on disease prevention, nutrition, mental health, and self-care education, empowering individuals to take charge of their health. Recognizing that many patients face multiple social and economic challenges, the CFC's care coordination and case management services address social determinants of health by providing referrals for transportation, housing support, and prescription assistance, as well as access to local agencies that offer workforce development and other supportive services. Through these wraparound services, the Clinic ensures that patients not only receive medical care but also have the support needed to improve their overall quality of life. By addressing health disparities and advancing equitable access to healthcare and human services, the Clearwater Free Clinic plays a vital role in Pinellas County's broader effort to support and uplift disadvantaged populations.

B.2. Describe your board membership and how the board is reflective of the target population.

Our Board of Directors comes from diverse professional backgrounds that provide unique insight into the management and operations of the Clearwater Free Clinic. Our Board consists of financial advisors, directors, chief executive officers, attorneys, and vice presidents in various professional industries. Our Board Chair, Luke Lovgren, is the VP of Business Operations & Chief of Staff at Centene Corporation. Centene Corporation is a leading healthcare enterprise that offers a range of medical services including health insurance. Lovgren provides insight into the health insurance landscape and informs the board's decisions based on the healthcare dynamic in Pinellas County. Currently, there are five health professionals who serve on our Board. Lisa Guess, Director of Patient Care Services at BayCare Health Systems, oversees patient care practices at one of the major hospital groups in Pinellas County. Before being referred to us, patients often use emergency rooms at BayCare hospitals as their primary source of care. Lisa Doty understands the need for free clinics and what our uninsured population often experiences when seeking healthcare at local hospitals. Federico Lenz, M.D. is a cardiologist who also volunteers at the Clearwater Free Clinic with 40+ years of experience. He sees patients at least once a week and also teaches Heart Health classes to our patients. He has direct contact with our patients and can provide much-needed services and referrals for patients with heart disease or cardiovascular conditions. Carole Matyas is the VP of Operations at Sunshine Health. As the VP of Operations, Carole Matyas understands the complex inner workings of obtaining government-sponsored health insurance. Sunshine Health primarily focuses on providing affordable health care for under-insured and uninsured individuals. Latrice Markison, MSN, APRN, PMHNP-BC, FNP-BC,

is a behavioral health counselor who volunteers at the Clearwater Free Clinic. Latrice Markison is skilled in behavioral health counseling related to drug and substance abuse and addiction. She provides keen insight into behavioral health practices to support our patients who struggle with substance abuse and understands the importance of integrated clinic and behavioral health care services. Lastly, Joseph Perno, VP of Medical Affairs at Johns Hopkins All Children's Hospital, serves as a volunteer pediatrician at the Clearwater Free Clinic. The Clearwater Free Clinic is the only free clinic in Pinellas County that provides pediatric care. Joseph Perno has direct contact with our patients and provides a number of services, including school physicals and sick visits for children. Our Board also consists of financial advisors and legal advisors who provide relevant information into the ethical and financial standing of the Clinic and its operations. Catherine Haug is a tax partner at Carr, Riggs & Ingram; Michael Klimis is a certified financial planner; Clay Gilman is an associate attorney at Macfarlane, Ferguson & McMullen. The Clearwater Free Clinic's Board of Directors is deeply reflective of the community we serve, both in professional expertise and in their connection to the Clinic's mission of providing free, quality healthcare to the uninsured. Our Board represents a diverse range of professional backgrounds—including healthcare, law, business, and finance—that collectively support informed, strategic decision-making and ensure that our services remain aligned with the needs of our patient population.

B.3. Explain the organization's experience relevant to the proposed priority area.

The Clearwater Free Clinic (CFC) has over 47 years of experience providing comprehensive healthcare and human services to disadvantaged, uninsured adults and children in Pinellas County. As the only free clinic in the area that offers both adult and pediatric care, the CFC plays a critical role in addressing health disparities among low-income, uninsured residents who otherwise have limited or no access to medical care. Our team of medical professionals and volunteers delivers a wide range of services, including primary and specialty care, mental health counseling, laboratory testing, medication assistance, health education, and chronic disease management—all at no cost to the patient. The CFC's problem-based care model focuses on individuals with chronic or complex health conditions, such as diabetes, hypertension, heart disease, and mental health disorders. Many of these patients are referred to us following hospital discharges or through local partnerships with emergency departments and community agencies. Through partnerships with local hospitals, health systems, and nonprofit organizations, we coordinate wraparound support services such as behavioral health counseling, social work referrals, and wellness education. The Clinic's longstanding presence in the community, its track record of impactful healthcare delivery, and its strategic focus on integrated, patient-centered services uniquely position it to address the complex healthcare needs of disadvantaged populations.

B.4. Describe your onboarding process and program implementation timeline across the organization and for this program.

At the Clearwater Free Clinic, our approach to onboarding and program implementation reflects our long-standing commitment to integrated, patient-centered care. Building on our 47 years of service, our process is both deliberate and collaborative—designed to ensure that every new initiative aligns seamlessly with our holistic care model. Our onboarding process begins with a focused, multi-month hiring phase spanning the first three months. During this period, we actively recruit dedicated clinical and support staff who share our commitment to serving the medically underserved. By the third month, these new team members join forces with our seasoned nurse practitioners and experienced providers. This intensive onboarding period leverages shadowing, peer-to-peer training, and comprehensive orientation sessions to fully immerse the new hires in our patient-centric care model. This ensures they are well-equipped to meet community needs and continue our tradition of delivering exemplary care. In the fourth month, we launch the new acute program on a pilot basis, promoting it for one to two days per week. This phased roll-out is designed to carefully integrate the program into our existing services while addressing a critical gap identified by both patients and providers. By providing dedicated acute care sessions, we expand access for patients who currently have limited entry points into our primary care services, thereby fulfilling an essential need in the community. Overall, our structured onboarding and implementation timeline not only supports a smooth transition for new initiatives but also reinforces our mission to keep our community healthy and well—now and for generations to come.

C. Community Needs

Completed by dbattle@clearwaterfreeclinic.org on 4/4/2025 12:21 PM

Case Id: 18991

Name: Clearwater Free Clinic

Address: *No Address Assigned

C. Community Needs

Please provide the following information.

C.1. Clearly identify the need to be addressed through the proposed program.

The Clearwater Free Clinic (CFC) is a vital nonprofit healthcare facility that serves uninsured adults living in Pinellas County. With over 179,000 residents lacking health insurance in our county alone, the need for accessible, high-quality care is greater than ever. Currently, CFC serves approximately 4,200 patients, with the majority experiencing chronic illnesses such as diabetes, heart disease, or chronic respiratory conditions. While this model of problem-based care is essential for managing ongoing conditions, it inadvertently excludes thousands of uninsured individuals who do not yet have a chronic illness but are in need of urgent or preventive care. At present, the CFC prioritizes patients who have recently been discharged from hospitals or emergency rooms and those with long-term illnesses requiring ongoing treatment. Many of the patients seen at the Clinic have complex health issues that require regular monitoring, testing, and follow-ups that occupy our current team of nurse practitioners. This focus has been necessary to stabilize health outcomes for those most at risk, but it has also limited our ability to serve patients with acute, non-life-threatening conditions like the flu, sinus infections, minor injuries, or upper respiratory issues. These patients often have nowhere else to go. Without access to affordable urgent care, they may delay treatment or resort to using the emergency room to treat preventable illnesses. According to the 2023 Pinellas County Community Health Needs Assessment, 48% of respondents reported going to the ER for a reason other than an emergency or life-threatening situation. Preventive care is a cornerstone of long-term health. When patients receive prompt treatment for acute issues, they are less likely to face prolonged illness, hospitalization, or chronic disease. For example, treating an upper respiratory infection early can prevent complications like pneumonia, while managing a minor wound can reduce the risk of infection or diabetic complications. These simple yet essential services promote overall health and reduce the long-term burden on our clinic's already limited resources. By expanding our care model to include urgent care services, CFC will be better equipped to address the full spectrum of healthcare needs among the uninsured. This shift will allow our existing nurse practitioners to focus on managing complex chronic conditions, while the new urgent care team supports early intervention and prevention. It also provides an entry point for patients who may eventually require chronic care but are currently navigating the healthcare system for the first time.

C.2. Provide current supporting statistics or data specific to Pinellas County such as needs assessments, interviews, waiting lists, surveys, trends and/or analyses to demonstrate the need described in C1.

According to the 2023 Pinellas County: Community Health Assessment, 18.7 percent of residents in Pinellas County between the ages of 18-64 lack insurance (appx. 179,500 residents) (Florida Department of Health in Pinellas County, 2023). Pinellas County ranks in the bottom 25th percentile of counties in Florida with residents lacking insurance. The median average household income for a family of four in Pinellas County is \$64,959 compared to the national average of \$74,580. Many of the patients we serve are below this county average. After factoring in housing costs, food, and transportation, many residents are left with little to no funds to apply towards medical care. When residents rely on the emergency departments as a primary care provider, hospitals are often left with unpaid medical bills that put a strain on hospital resources. Out of 50 states, Florida ranks the highest in the average cost of emergency room bills. According to UnitedHealth Group, the average cost of an ER visit in Florida is \$3,394 before insurance and does not include

medications or follow-up care. For uninsured residents in Pinellas County, this cost is far too great and often results in unpaid medical bills that drain hospital resources.

C.3. Is the program new and innovative, or is funding sought to expand capacity or service in an existing program, or continuation of current funding? No points to be assessed for this question.

Expand Capacity or Service

C.4. If new and innovative, discuss what is currently being done in the community to address the need and how this program differs to provide better results. If expanding capacity, describe the current services available in the community, numbers unserved, and how the proposed program will reduce the number of unserved. If continuation of funding discuss what has been done to obtain alternate funding?

Currently, the Clearwater Free Clinic (CFC) serves approximately 4,000 uninsured residents annually in Pinellas County, providing free, comprehensive healthcare services including chronic disease management, primary care, behavioral health counseling, medication assistance, and limited pediatric care. However, with over 179,000 uninsured individuals in the county, a significant portion of the population remains unserved—many of whom do not have chronic illnesses but require timely, urgent, and preventive care. These individuals often rely on emergency rooms for non-emergency health concerns or delay care altogether, leading to avoidable complications and increased healthcare costs. The proposed program will expand the Clinic's current capacity by introducing a dedicated urgent care nurse practitioner and medical assistant to address acute, non-life-threatening conditions such as respiratory infections, flu, minor injuries, and other common illnesses. This addition represents a strategic expansion of our clinical services beyond chronic care management to include same-day, walk-in care for patients who might not otherwise qualify for long-term treatment at CFC. By doing so, we will create an entry point for new patients and address a pressing service gap for individuals in need of immediate, short-term care.

If currently funded, please provide outcomes/utilization/success?



Outcomes/Utilization/Success

***No files uploaded*

C.5. Describe how the proposed program will coordinate with existing programs in the community. If program is working with partners, please include a collaborative letter showing how both sides would be working on project.

The Clearwater Free Clinic currently works alongside Pinellas County hospital systems, including BayCare and AdventHealth, to coordinate care after patients are discharged. This program would serve as an expansion of our current hospital referrals program. Instead of uninsured patients going to the emergency departments for non-emergent issues and leaving with costly ER bills, those individuals would be referred to our urgent care services at no cost to them.

Please upload Collaborative Letter



Collaborative Letter

***No files uploaded*

D. Scope of Services

Completed by dbattle@clearwaterfreeclinic.org on 4/4/2025 12:23 PM

Case Id: 18991

Name: Clearwater Free Clinic

Address: *No Address Assigned

D. Scope of Services

Please provide the following information.

Program Specifics

D.1. Describe the proposed program. Services to be delivered should be clearly identified. Include information regarding evidence-based practices or best practice models used, if applicable.

The proposed program will expand the Clearwater Free Clinic's current services by adding an Urgent & Acute Care service line designed specifically to meet the needs of uninsured individuals in Pinellas County who are not currently eligible for our chronic care services but still require timely medical attention. This program will include the addition of a dedicated Acute Care Nurse Practitioner and a Medical Assistant to provide non-emergency care for walk-in patients experiencing short-term health concerns. Services to be Delivered: • Diagnosis and treatment of common illnesses such as colds, flu, sinus infections, respiratory conditions, and minor infections • Treatment of minor injuries including sprains, cuts, and rashes • Basic diagnostic testing (e.g., strep, flu, glucose, urinalysis) • Medication prescriptions and referrals for follow-up care when necessary • Health education and preventive counseling • Screening for underlying conditions to prevent the progression of disease This program aligns with national best practices in community-based healthcare, including the Patient-Centered Medical Home (PCMH) model, which emphasizes accessible, team-based, and preventative care. By offering urgent care services, we are incorporating a preventive care approach proven to reduce unnecessary emergency room visits and catch health concerns before they become chronic or complex. Additionally, the integration of urgent care into our clinic model is grounded in the Social Determinants of Health (SDOH) framework, addressing key barriers like access, affordability, and continuity of care. By meeting patients where they are and providing immediate, compassionate care, the program will help improve overall community health while supporting our mission of serving the uninsured with dignity and respect.

D.2. What will the funding be used to purchase or pay for to support the program? This should align with the attached Annual Budget and Operational Narrative and the selected priority area (A.12. of the application). Include how does this funding request supplement, not duplicate, current program funding?

The Clearwater Free Clinic has applied for additional grant funding to help support the expansion of our acute care. While this grant proposal focuses on salaries for the acute/urgent care nurse practitioner and medical assistant, additional grant support will go towards additional equipment and supplies that will be needed to operate an acute care clinic. In addition, the Clearwater Free Clinic receives substantial support from community partners and private donors to support our programs.

D.3. Describe program services including frequency, duration and intensity. Example: Weekly financial literacy sessions for 20 clients for 6 months or completion of curriculum.

Acute and urgent primary care provided Monday – Thursday from 8 am – 6 pm

D.4. What is the target population and eligibility criteria for the program?

The target population for this program is uninsured adults and children residing in Pinellas County who are in need of

urgent, preventive, or ongoing healthcare services. This includes individuals who do not have access to private insurance, Medicaid, or Medicare, and who otherwise face financial or systemic barriers to receiving consistent medical care. Eligibility Criteria: • Must be a resident of Pinellas County • Must be uninsured (not enrolled in private insurance, Medicaid, or Medicare) • Must meet income eligibility guidelines based on the Federal Poverty Level (typically at or below 200%) • Must not be eligible for other public healthcare assistance programs

D.5. Provide the geographic service area(s) and hours and days for the program during contract period.

The geographic service area for all clinical services at the Clearwater Free Clinic is upper- and mid-Pinellas County as far north as Tarpon Springs and as far south as Park Boulevard. The majority of our patients live in Clearwater or Largo. The location of the Clinic's facility is more accessible than it has ever been since our transition to a larger, more compliant facility that is located near major bus routes. The Clinic operates Monday through Thursday from 8:30 AM to 6:00 PM. Occasionally, we offer late office visits that extend beyond our scheduled hours for patients who do not have a flexible work schedule and for providers who want to volunteer but also manage their own private practices.

D.6. Describe the program staff, including qualifications, expertise, and credentials, if required.

Acute Care Nurse Practitioner Must have: • 5+ years of experience • APRN license in the state of Florida • Certification as a Family Nurse Practitioner • Autonomous license to practice in the state of Florida • Expertise in internal medicine and acute care management Certified Medical Assistant Must have: • 3-5 years of experience • Skill set in intake, vital signs, phlebotomy, point of care testing, EKG, and med review

E. Program Outcomes and Goals

Completed by dbattle@clearwaterfreeclinic.org on 4/4/2025 12:26 PM

Case Id: 18991

Name: Clearwater Free Clinic

Address: *No Address Assigned

E. Program Outcomes and Goals

Please provide the following information.

E.1. Describe the goal(s) of the program using the Program Goals and Outcomes Template [Program Goals and Outcomes Template](#). Please download, complete, and upload below. Include for each goal being addressed:

- **Outcomes** - *Describe the changed state in the program participants or broader community that can be measured and identified. Include % change.*
- **Indicators** - *Identify qualitative and quantitative indicators to measure the outcomes.*
- **Methods of Evaluation** - *Identify how these outcomes will be measured (e.g. surveys, staff observation, program plans, assessments, self-reports.*
- **Measurement Intervals** – *Identify when the measures will be captured. (The goals and objectives must be measurable within a twelve (12) month period.)*



Outcomes and Goals Template Save as Outcomes and Goals Agency name *Required

Outcomes and Goals Clearwater Free Clinic.docx

E.2. What information will be collected to demonstrate program success?

To demonstrate program success, the Clearwater Free Clinic will collect both qualitative and quantitative data points that measure improvements in access to care, patient health outcomes, and the reduction in non-emergency ER use by uninsured individuals. Specific data to be collected includes: • Number of new patients served through Urgent/Acute Care services • Types of acute conditions treated (e.g., respiratory infections, flu, minor injuries) • Patient-reported outcomes, such as symptom resolution and satisfaction with care • Referrals received from hospital emergency departments • Follow-up adherence rates and evidence of improved health outcomes post-visit • Reduction in repeat visits for the same acute issue • Wait times and time to treatment

E.3. Describe how client/individual data is collected. (Please be specific on the platform your program uses if you collect data electronically, and the interval at which data is collected)

The Clearwater Free Clinic (CFC) utilizes a secure, HIPAA-compliant electronic medical records (EMR) system called MDRhythm to manage all patient health information. This system is a critical tool for tracking program performance and clinical outcomes across our service lines. Each patient seen by the Urgent Care Nurse Practitioner (UCNP) will have an electronic chart within MDRhythm where the following information is recorded in real time: • Patient demographics and insurance status • Reason for visit and presenting symptoms • Diagnoses and ICD-10 coding • Medications prescribed or dispensed • Diagnostic tests performed (e.g., flu, strep, glucose, urinalysis) • Clinical recommendations and follow-up instructions

F. Budget

Completed by dbattle@clearwaterfreeclinic.org on 4/4/2025 12:33 PM

Case Id: 18991

Name: Clearwater Free Clinic

Address: *No Address Assigned

F. Budget and Financial Sustainability

Please provide the following information.

F.1. Total Agency budget for entire organization (local) This should be the largest amount.

\$2,863,850.00

F.2. Total Program budget. Amount currently allocated to fund the program with the requested Social Action Funding.

\$200,000.00

F.3. Total Pinellas County Social Action Funding request.

\$150,000.00

F.4. What percentage of the program budget will be funded with Pinellas County Social Action Funding?

75.00%

F.5. What other funders also financially support this program? To include the amount of funding and what those funds are used for.

The Clearwater has applied for funding (\$20,000) with the White Family Foundation to partially fund the purchase of clinical equipment and supplies related directly to urgent and acute care. With an increase in new patients registered, there will be an increase in medications and supplies needed to support these clinical services. Funding has not yet been awarded.

F.6. What other Pinellas County funding does the organization receive for any and all programs?

N/A

F.7. Describe the organizations plan for financial and program sustainability beyond fiscal year 2026.

The Clinic continues to develop and maintain beneficial relationships with community partners and funders—old and new—that support individual programs, operations, and other services. Since 1977, the Clearwater Free Clinic has built a network of community partners that consist of family foundations, civic and religious organizations, professional institutions, local medical professionals and institutions, and volunteers. These community partnerships are invaluable to the sustainability of not only our proposed program, but also the mission of the Clinic as a whole. Our partnerships with BayCare, Largo Medical Center, St. Petersburg College, and many more private practices and physician groups throughout Pinellas County are a testament to how deeply rooted the Clinic is in the community. Through these community relationships, the Clinic can continue to provide comprehensive care to our patients in need and fund the necessary programs and services needed to serve the community. Additionally, the Clearwater Free Clinic hosts two major fundraising events, Martinis + Matisse and the John H. Meek, Jr. Memorial Golf Tournament, that contribute to nearly 20% of our operating budget.

F.8. Please download and complete the [Annual Budget](#) form.



Annual Budget Narrative *Required

Annual Budget Narrative Clearwater Free Clinic.xlsx

G. Required Documents

Completed by dbattle@clearwaterfreeclinic.org on 4/4/2025 1:35 PM

Case Id: 18991

Name: Clearwater Free Clinic

Address: *No Address Assigned

G. Required Documents

Please upload the following documents.

Documentation



Proof of 501(c)(3) status save as 501c3 Agency name *Required

501c3 Clearwater Free Clinic.pdf



Proof of incorporation in the State of Florida for at least one (1) year Save as Incorporation Agency name

***Required**

Incorporation Clearwater Free Clinic.pdf



Most Recent Financial and Single Audit (required if available) or IRS Form 990 (only if audit unavailable) Save as Audit Agency name *Required

990 Audit Clearwater Free Clinic 2023.pdf



W-9 with legal name which matches that of applicant name Save as W9 Agency name *Required

W9 Clearwater Free Clinic.pdf



Current Certificate of Insurance Save as Insurance Agency Name *Required

Insurance Clearwater Free Clinic.pdf



Completed [Internal Control Checklist](#) Save as Internal Control Checklist Agency name *Required

Internal Control Checklist Clearwater Free Clinic.docx

☒ **Annual Budget Report Save as Annual Budget Agency name *Required**

Annual Budget Narrative Clearwater Free Clinic.xlsx

☒ **Outcomes and Goals Template Save as Outcomes and Goals Agency name *Required**

Outcomes and Goals Clearwater Free Clinic.docx

☐ **Current state licenses or registrations**

***No files uploaded*

☒ **Local Agency Organizational Chart Save as Org chart Agency name *Required**

Organizational Chart Clearwater Free Clinic.docx

☐ **Program Job Descriptions, if funding supports salaries if applicable Save as Job Descriptions Agency name**

***No files uploaded*

☐ **Housing First Checklist, if applicable Save as Housing First Agency name**

***No files uploaded*

☐ **Shelter Entrance Criteria, if applicable Save as Shelter Entrance Criteria Agency name**

***No files uploaded*

☒ **Data Control Questionnaire Save as Data Control Questionnaire Agency Name *Required**

Data Control Questionnaire Clearwater Free Clinic.docx

☒ **HS E-Verify Affidavit Save as Everify Agency name *Required**

HSE-VerifyAffidavitClearwaterFreeClinic.pdf

☐ **Board Member List, Including mailing and email addresses and phone numbers, if applicable Save as Board Members Agency name**

***No files uploaded*

☐ Accreditation, if applicable Save as Accreditation Agency name

***No files uploaded*

☒ [Human Trafficking Affidavit](#) Save as Human Trafficking Agency Name ***Required**

HumanTraffickingAffidavitClearwaterFreeClinic.pdf

☐ Travel / Mileage policy if funding is requested Save as Travel policy Agency name

***No files uploaded*

☐ Conflict of Interest Policy if available Save as Conflict of Interest Agency name

***No files uploaded*

☐ Program Policy and Procedures if available Save as Program Policy and Procedures Agency Name

***No files uploaded*

Submit

Completed by dbattle@clearwaterfreeclinic.org on 4/4/2025 1:36 PM

Case Id: 18991

Name: Clearwater Free Clinic

Address: *No Address Assigned

Certification

Once an application is submitted, it can only be "Re-opened" by an Administrator.

By clicking submit, I certify that I am an authorized representative of the proposing agency and the information contained in this application is true and accurate to the best of my knowledge and due diligence.

I also understand that applications are limited to one per organization, and if more than one application is submitted by my organization, only the most recent will be considered for funding.

Authorized Representative Signature

Delores Battle

Electronically signed by dbattle@clearwaterfreeclinic.org on 4/4/2025 1:36 PM

Date Submitted

04/04/2025

Program Description

Completed by drivera@humanepinellas.org on 3/19/2025 1:58 PM

Case Id: 18995

Name: Humane Society of Pinellas

Address: *No Address Assigned

Program Description

Please provide the following information.



Social Action Funding Application for the funding period of October 1, 2025 - September 30, 2026

**Pinellas County Board
of County
Commissioners**
Human Services
440 Court St, 2nd Floor
Clearwater, FL 33756

Pinellas County Human Services is accepting applications from qualified non-profit organizations desiring to provide social services to low-income residents of Pinellas County.

The Social Action Grant Program provides funding to social service organizations for priority services that directly support Pinellas County.

The attached Social Action Grant Program application instructions outline the competitive process for the selection of organizations to receive Social Action Funding Grants as allocated by the Pinellas County Board of County Commissioners (Board) for FY 2026

Funding applications are limited to a minimum of \$10,000.00 and a maximum of \$150,000.00. Only one (1) application may be submitted per agency. Applicants may apply for either a large award (\$100,000.00 - \$150,000.00), or a small award (\$10,000.00 - \$99,999.00). A maximum of five large awards will be made, with the remainder of funding allocated to small awards. The amount requested does not guarantee an award. Actual awards will be based on the recommendation of the review committee and approval of the Board. The funding priorities for the Social Action Grant Program are:

- **Food and Nutritional Services:** including food banks, meal delivery, congregate dining, and related supportive services.
- **Homeless Prevention and Supportive Services:** including homeless outreach and engagement, prevention and diversion services, system navigation, and shelter and housing support.
- **Healthcare and Human Services for Disadvantaged Residents:** including, but not limited to, specialized healthcare services, workforce development, life skills training and support, transportation or mobility assistance, chore services, health and hygiene support, and specialized mentoring or educational programs for disadvantaged populations.

- **Supportive Services for an Aging Population:** any of the above listed types of programs or additional supportive programs targeted to an aging population.

The submission deadline for all applications is April 4, 2025 at 4:00 PM (no exceptions). Organizations must utilize the online application through the Neighborly System. Please allow ample time for submission and technological challenges, as late applications will not be accepted. For questions regarding your application, please contact: Amanda Craft at acraft@pinellas.gov.

ELIGIBILITY CRITERIA

☒ The applicant organization must agree to the terms and conditions contained in the Pinellas County Social Action Program Agreement. **NO EXCEPTIONS** to the terms and conditions of the agreement will be permitted. The County reserves the right to update these terms and conditions from time to time and as needed to meet the needs of the County.

DISCLAIMER

☒ Pinellas County Government reserves the right to: 1) cancel the application process; 2) accept or reject any or all applications received; 3) waive any non-substantive deficiency or irregularity, waive or remedy any technical or immaterial errors; 4) request any necessary clarifications of proposal data without changing the terms of the proposal; 5) negotiate with any qualified applicant; 6) award a contract in what it believes to be the best interest of the County; 7) cancel the request, in part or its entirety, if it is deemed to be in the best interest of the County; 8) reject the program of any applicant that has previously failed to perform properly; 9) reject the program of any applicant who has failed to complete a contract within the specified timeframe; 10) reject the program of any applicant that is not in a position to fulfill a resulting contractual obligation.

EXCLUSIONS

The following are not eligible for Social Action Grant funding:

1. Capital Expenses
2. Improvements to Real Properties
3. Indirect Cost Rate (e.g. a fixed % of the program budget; direct costs are allowable)
4. Research studies or technical assistance
5. Employee or volunteer incentives
6. Legal fees or any expenses specifically related to criminal activity including court costs, citations, restitution, child support, alimony, or immigration related expenses
7. Alcohol, tobacco, firearms or lottery tickets
8. Expenses related to immigration or returning to country of origin
9. Gift Cards
10. Money orders
11. Property taxes
12. Vehicle purchases

FATAL CRITERIA

- Agency has not been incorporated in the State of Florida for a minimum of one (1) year.
- Agency does not have a 501 (c) (3) status for a minimum of one (1) year.
- Agency is not in compliance with an existing County contract at the time of submission.
- Agency's proposal is under/over the minimum (\$10,000.00)/ maximum (\$150,000.00).
- Application is late (system will not allow incomplete or late submissions).
- Application does not include a budget.

Please [CLICK HERE](#) to download a copy of the full program description.

☒ I acknowledge that I have clicked the above link and reviewed all program documentation.

Please [CLICK HERE](#) to download a copy of the Agreement.

☒ I acknowledge that I have clicked the above link and reviewed and agree to all terms.

Please [CLICK HERE](#) to view Frequently Asked Questions

NOTE: Incomplete applications will not be accepted by the system.

Eligibility

Completed by drivera@humanepinellas.org on 3/19/2025 1:59 PM

Case Id: 18995

Name: Humane Society of Pinellas

Address: *No Address Assigned

Eligibility

Please provide the following information.

1. Is the applicant organization a non-profit 501 (c) (3) organization for at least one (1) year and incorporated in the State of Florida for at least one (1) year prior to date of application? The program is funded by local tax revenue. As such, publicly funded organizations are not eligible for awards under this solicitation.

Yes

2. Is the applicant organization the organization providing the proposed services? Subcontracting of contractual services is prohibited.

Yes

3 Do the proposed programs/services serve residents of Pinellas County?

Yes

4. Is the mission of the applicant organization consistent with the goals of the Social Action Grant Program to address the health, economic, and social well-being of Pinellas County residents in need of assistance? The applicant organization must not discriminate against any applicant for employment or employee with respect to hire, tenure, terms, conditions or privileges of employment or any matter directly or indirectly related to employment or against any client because of age, sex, race, ethnicity, color, religion, national origin, disability, marital status, or sexual orientation.

Yes

5. Does the applicant organization discriminate against any person on the basis of age, sex, race, ethnicity, color, religion, national origin, disability, marital status or sexual orientation in admission, treatment, or participation in its programs, services and activities?

No

6. Do the programs proposed by faith-based organizations have a secular purpose, and do not require worship or religious instruction activities? Services provided by faith-based organizations must be available to all Pinellas County residents, not solely for congregation members.

N/A

7. Are you an individual seeking financial assistance for yourself or another individual?

No

A. Agency Information

Completed by drivera@humanepinellas.org on 4/3/2025 11:45 AM

Case Id: 18995

Name: Humane Society of Pinellas

Address: *No Address Assigned

A. Agency Information

Please provide the following information.

LEGAL AGENCY INFORMATION (FOR CONTRACT)

A.1. Legal Organization Name

Humane Society of Pinellas

A.2. DBA (if applicable)

A.3. Legal Address

3040 State Road 590 CLEARWATER, FL 33759

PROJECT INFORMATION

A.4. Program Name/Project Title

Senior Pet Connection

A.5. Summary - provide a brief summary of program and how funding would be utilized.

The Senior Pet Connection Program provides pet food, supplies, supplements, and preventatives to low-income and homebound seniors in Pinellas County, helping them care for their pets and prevent unnecessary surrenders. Funding would be used to expand program capacity, eliminate the current waitlist, and ensure consistent delivery of essential pet care items. This support allows seniors to keep their pets healthy at home, reducing financial strain and preserving the lifesaving bond between seniors and their companions.

A.6. Physical Program Address

3040 State Road 590 CLEARWATER, FL 33759

A.7. Program Manager First Name

Erin

A.8. Program Manager Last Name

Carden

A.9. Program Manager Title

APPLICATION CONTACT INFORMATION

A.19. First Name

Michelle

A.20. Last Name

Thorson

A.21. Contact Person/Title

Annual Grants and Giving Manager

A.22. Contact Email

mthorson@humanepinellas.org

A.23. Telephone

7277977722238

A.24. Executive Officer with signing authority First Name

David

A.25. Executive Officer with signing authority Last Name

Paloff

A.26. Executive Officer Title

Chief Executive Officer

A.27. Executive Officer Email

dpaloff@humanepinellas.org

A.28. Executive Officer Phone Number

(727) 797-7722

Director of Operations

A.10. Program Manager Email

ecarden@humanepinellas.org

A.11. Program Manager Phone Number

(727) 797-7722

A.12. Social Action Funding Priority Area

Note: Only one (1) application may be submitted per organization. If more than one is submitted, only the first will be considered for funding.

Supportive Services for an Aging Population

A.13. Funding Category **ONLY SELECT ONE**

☒ \$10,000.00-\$99,999.00

☐ \$100,000.00-\$150,000.00

A.14. Total Amount Requested

Note: Max request is \$150,000.00

\$91,263.80

A.15. Taxpayer/Employer ID

590781650

A.16. Unique Entity Identifier (UEI- Federal SAM.GOV Number, if registered

A.17. Date of incorporation in Florida

10/08/1949

A.18. Date of 501(c)(3) Status

03/01/1986

B. Organization Profile

Completed by drivera@humanepinellas.org on 4/3/2025 12:05 PM

Case Id: 18995

Name: Humane Society of Pinellas

Address: *No Address Assigned

B. Organization Profile

Please provide the following information.

B.1. Describe how the mission and purpose of the agency align with the funding priority area.

The Humane Society of Pinellas (HSP) is deeply committed to serving the most vulnerable members of our community—both pets and people. Our mission to prevent animal homelessness and provide care and assistance to animals in need aligns closely with the needs of low-income seniors, a demographic that often faces financial and logistical challenges in caring for their beloved pets. For many seniors, pets are more than just companions—they provide emotional support, reduce loneliness, and contribute to overall well-being. However, financial constraints can make it difficult for seniors to afford essential pet care, forcing heartbreaking decisions between their own needs and those of their animals. Through our Senior Pet Connection Program, HSP directly addresses this challenge by delivering free pet food, supplies, and preventative care products to homebound, low-income seniors. By prioritizing programs that keep pets with their owners rather than in shelters, HSP plays a crucial role in supporting low-income seniors. With continued funding, we can expand our reach, decrease the number of unserved seniors, and ensure that no pet is left behind due to financial hardship.

B.2. Describe your board membership and how the board is reflective of the target population.

Our board membership is intentionally diverse, encompassing individuals of varying genders, ethnicities, ages, sexual orientations, and backgrounds. Ninety percent of our board members reside in Pinellas County, and all share a deep passion for our mission to serve the residents of our community.

B.3. Explain the organization's experience relevant to the proposed priority area.

The Humane Society of Pinellas has served Pinellas County for over 75 years, evolving to meet the needs of our community. In 2013, we launched the Senior Pet Connection Program to assist low-income, homebound seniors by delivering free pet food, supplies, and preventatives—allowing them to keep their beloved pets without sacrificing their own essential needs. To enhance efficiency, we transitioned from volunteer deliveries to direct shipping through Amazon, ensuring a reliable supply while dedicating all donated food to our Pet Food Pantry for additional low-income pet owners. Today, we serve 130 senior residents, providing pet food and needed supplies annually to 208 pets. With over a decade of experience, we have proven our ability to reduce pet relinquishment, improve senior well-being, and keep pets in loving homes.

B.4. Describe your onboarding process and program implementation timeline across the organization and for this program.

The Senior Pet Connection Program application is available online, and upon submission, we contact applicants within one business week to begin the qualification process. To be eligible, individuals must reside in Pinellas County, be 65 years or older, and have a monthly household income of \$1,500 or less. Additionally, they must have owned their pet(s) for at least one year prior to applying, with a maximum of three pets per participant. If a participant's sole pet passes away, they are eligible for immediate re-enrollment upon adopting a new pet, without the one-year ownership requirement. While the program is already making a significant impact, we aim to expand its reach. Our goal is to grow from 130 to 150 participants, ensuring even more low-income seniors receive the support needed to keep their beloved

pets at home, healthy, and cared for.

C. Community Needs

Completed by drivera@humanepinellas.org on 4/4/2025 1:37 PM

Case Id: 18995

Name: Humane Society of Pinellas

Address: *No Address Assigned

C. Community Needs

Please provide the following information.

C.1. Clearly identify the need to be addressed through the proposed program.

Low-income seniors often face difficult choices as they struggle to cover essential expenses like housing, utilities, groceries, and medical care. With rising costs, pet care can become an overwhelming financial burden, forcing some seniors to make heartbreaking sacrifices—skipping meals, forgoing medications, or even surrendering a beloved companion due to financial hardship. For many seniors, their pet is their closest companion, offering unconditional love, emotional support, and a sense of purpose. Recognizing the critical role pets play in senior well-being, our team is committed to ensuring that financial constraints never force them apart. Research recognized by the Centers for Disease Control and Prevention highlights the profound impact of pet ownership on human health. Pets help reduce stress, improve mood, and lower blood pressure, cholesterol, and triglyceride levels. For seniors, the benefits extend even further—pets ease loneliness, promote social engagement, and encourage routine, helping with daily self-care, meal reminders, and physical activity. The loss of a pet due to financial hardship can be devastating, leading to isolation and declining health. By addressing this need, our program helps seniors keep their cherished companions, ensuring they have access to pet food and essential resources. This support not only strengthens the human-animal bond but also fosters a healthier, more connected community where no one has to face the pain of losing their pet simply because they can't afford care.

C.2. Provide current supporting statistics or data specific to Pinellas County such as needs assessments, interviews, waiting lists, surveys, trends and/or analyses to demonstrate the need described in C1.

As of 2023, Pinellas County's population is approximately 961,596, with 27.0% aged 65 and older, equating to about 259,631 seniors (census.gov). Studies indicate that around 55% of seniors are pet owners, suggesting approximately 142,797 senior pet owners in the county. Economic challenges among this demographic are significant. In 2023, 11.4% of Pinellas County residents lived below the poverty line, amounting to approximately 29,599 seniors facing financial hardship (censusreporter.org). Additionally, the ALICE (Asset Limited, Income Constrained, Employed) threshold reveals that 46% of Florida households struggle to afford basic necessities (unitedforalice.org). In 2024, the Area Agency on Aging discontinued its pet support program, which previously assisted seniors in caring for their pets. As a result, we have experienced a surge in demand for the Senior Pet Connection program. Currently, we have a waiting list of five individuals, with additional calls coming in daily from seniors seeking assistance. Without support, many of these individuals may be forced to surrender their beloved pets due to financial hardship. These statistics highlight the urgent need for programs like the Senior Pet Connection, which provides essential support to low-income seniors, ensuring they can keep their companions and maintain their emotional and physical well-being.

C.3. Is the program new and innovative, or is funding sought to expand capacity or service in an existing program, or continuation of current funding? No points to be assessed for this question.

Expand Capacity or Service

C.4. If new and innovative, discuss what is currently being done in the community to address the need and how this program differs to provide better results. If expanding capacity, describe the current services available in the

community, numbers unserved, and how the proposed program will reduce the number of unserved. If continuation of funding discuss what has been done to obtain alternate funding?

The Senior Pet Connection Program is a vital resource for low-income and homebound seniors in Pinellas County, providing pet food, supplies, supplements, and preventatives to help them care for their beloved companions. Following the discontinuation of the Area Agency on Aging's pet support program in 2024, we have seen a significant increase in demand, leading to a waiting list of five individuals and daily calls from seniors seeking assistance. Currently, there are no comprehensive pet assistance programs in Pinellas County specifically designed for seniors. While some organizations offer limited services, they either have strict eligibility requirements or serve different demographics. For example, TLC Animal Hospital provides no-cost vaccines and tests but only for veterans with a Pinellas County Veteran's Aid Certificate. Friends of Strays partners with the St. Petersburg Free Clinic to offer pet food assistance, but this service requires registration with the clinic's human food bank and is need-based. Other pet pantries exist, but none are dedicated exclusively to assisting low-income seniors, particularly with ongoing pet care essentials like preventatives and supplements. With the demand for support increasing, many low-income seniors are left unserved, facing heartbreaking decisions such as sacrificing their own necessities or surrendering their pets due to financial hardship. Without assistance, pets may suffer from untreated flea, tick, and heartworm infestations, leading to serious health issues that could have been prevented. One of the key features of our program is the direct shipment of pet food and supplies, ensuring that homebound seniors receive the essential items they need without transportation barriers. By securing additional funding, we can reduce the number of unserved seniors, eliminate our current waiting list, and meet the growing demand for assistance. Expanding the Senior Pet Connection Program will allow us to help more seniors keep their pets healthy, easing financial burdens and preserving the human-animal bond that is critical to their emotional and physical well-being.

If currently funded, please provide outcomes/utilization/success?



Outcomes/Utilization/Success

***No files uploaded*

C.5. Describe how the proposed program will coordinate with existing programs in the community. If program is working with partners, please include a collaborative letter showing how both sides would be working on project.

The Senior Pet Connection Program collaborates with various community resources to ensure comprehensive support for low-income seniors and their pets. While there are currently no other programs in Pinellas County that provide the same direct pet food, supply, and prevention support for seniors, our organization maintains strong partnerships with agencies that serve the elderly population. We work closely with senior service organizations, including local food banks, housing authorities, and social service agencies, to identify and reach seniors in need. When clients require additional assistance beyond pet care, we provide referrals to relevant community programs that address food insecurity, housing stability, and healthcare services. Additionally, we maintain open communication with Pinellas County Animal Services to stay informed about pet-related needs in the community and coordinate on broader animal welfare initiatives. To ensure seniors who are unable to pick up food from our Pet Food Pantry still receive the support they need, we divert those individuals to the Senior Pet Connection Program when they meet eligibility criteria. Pinellas County Animal Services also refers individuals who contact them seeking assistance with pet food and supplies but cannot access other community resources. Through these strategic collaborations, the Senior Pet Connection Program strengthens the overall support network for seniors, ensuring they have access to essential resources that promote both their well-being and that of their pets. If a collaborative letter is needed, we can provide documentation demonstrating our partnership efforts and how we work alongside other organizations to maximize impact.

Please upload Collaborative Letter



Collaborative Letter

***No files uploaded*

D. Scope of Services

Completed by drivera@humanepinellas.org on 4/4/2025 1:43 PM

Case Id: 18995

Name: Humane Society of Pinellas

Address: *No Address Assigned

D. Scope of Services

Please provide the following information.

Program Specifics

D.1. Describe the proposed program. Services to be delivered should be clearly identified. Include information regarding evidence-based practices or best practice models used, if applicable.

Our Senior Pet Connection Program (SPC) is a vital shelter diversion initiative designed to help low-income, homebound seniors keep their beloved pets by providing monthly deliveries of pet food, cat litter, and essential supplies. This program provides a \$100 allowance, five times per year to help them purchase essential needs including pet food, litter, supplies, supplements and preventions. Initially, this program relied on volunteer deliveries and donated supplies, but as demand grew, we transitioned to a drop-ship model for greater efficiency. Using Amazon's direct shipping service, each client receives scheduled deliveries tailored to their pets' needs, ensuring reliability and consistency. We closely track orders via Amazon's shipment notifications and tracking data, allowing us to monitor delivery success and address any issues promptly. Any donated pet food received by HSP is now allocated exclusively to our Pet Food Pantry Program, benefiting additional low-income pet owners who can pick up supplies at our facility. By adapting to evolving needs and increasing efficiency, this program continues to provide critical support to low-income seniors and their pets, reducing financial strain and preventing unnecessary pet surrenders.

D.2. What will the funding be used to purchase or pay for to support the program? This should align with the attached Annual Budget and Operational Narrative and the selected priority area (A.12. of the application). Include how does this funding request supplement, not duplicate, current program funding?

This funding will be used to procure essential supplies for pets enrolled in the Senior Pet Connection Program, including cat food, dog food, litter, supplements, and preventatives. Additionally, a portion of the funds will support the program execution team, ensuring seamless coordination, communication, and administration of program requirements for participants. Funding will also cover postage and cell phone expenses necessary for conducting quarterly check-ins with clients, allowing us to assess satisfaction, track program impact, and collect accurate data for continuous service improvements. This request supplements, rather than duplicates, current program funding by addressing gaps in resources and expanding the program's capacity to serve more low-income seniors in need.

D.3. Describe program services including frequency, duration and intensity. Example: Weekly financial literacy sessions for 20 clients for 6 months or completion of curriculum.

Quarterly direct shipments of requested pet food and supplies to each client, including a \$100 allowance per quarter. Additionally, clients receive a one-time annual shipment of supplements and/or preventions valued at \$100, totaling \$500 in support per client each year.

D.4. What is the target population and eligibility criteria for the program?

The target demographic for the Senior Pet Connection program comprises low-income seniors who own pets in Pinellas County. To qualify, individuals must be residents of Pinellas County, aged 65 or older, and have a monthly household income of \$1,500 or less. Ownership of pets for a minimum of one year before applying is required, with a limit of three

pets per participant. Should a participant's only pet pass away, immediate re-enrollment in the program is permitted upon adopting a new pet, without the one-year ownership prerequisite.

D.5. Provide the geographic service area(s) and hours and days for the program during contract period.

Senior Pet Connection extends its services to all residents of Pinellas County, with the majority of clients residing in various cities across the county. Currently, 37 percent of Senior Pet Connection clients are located in St. Petersburg, followed by 19 percent in Clearwater, 17 percent in Largo, 11 percent in Pinellas Park, and remaining percent in Dunedin, Oldsmar, Palm Harbor, Tarpon Springs, and Gulfport. Deliveries are conducted on days when Amazon operates, including Sundays. Operational activities are managed by our Operations Manager and Volunteer Coordinator at the shelter from Tuesdays through Saturdays, while the program's volunteer client communications coordinator, equipped with a shelter-issued cell phone, remains available seven days a week to address client concerns as needed.

D.6. Describe the program staff, including qualifications, expertise, and credentials, if required.

The Senior Pet Connection Program is led by our Operations Director, Erin Carden, whose extensive background in animal welfare and advocacy uniquely positions her to manage this essential program. Prior to joining HSP in June 2024, Erin dedicated 12 years to Big Cat Rescue, where she played a vital role in caring for and advocating for the freedom of wild cats. Since stepping into her leadership role at HSP, Erin has successfully guided the organization through a period of significant growth, including the transition into our new facility in October 2024. Her exceptional customer relations skills foster strong connections with the seniors we serve, while her expertise in organization and leadership ensures smooth program operations. She oversees client and pet databases, manages inventory and ordering, and coordinates program logistics to maintain efficiency and reliability. Supporting Erin is Volunteer Coordinator Rachel Fefer, who began her journey with HSP as a volunteer in December 2021 before joining the staff in June 2023. Rachel brings strong communication skills, recruitment expertise, and program management abilities, overseeing a team of two dedicated volunteers. These volunteers play an integral role in client communication, data entry, and administrative support, ensuring seamless operations and responsiveness to client needs. Together, this team embodies a compassionate and service-driven approach, dedicated to supporting low-income seniors and their pets. Their ability to evaluate program effectiveness and implement strategic improvements ensures that the Senior Pet Connection Program continues to evolve and meet the growing needs of our community.

E. Program Outcomes and Goals

Completed by drivera@humanepinellas.org on 4/4/2025 11:04 AM

Case Id: 18995

Name: Humane Society of Pinellas

Address: *No Address Assigned

E. Program Outcomes and Goals

Please provide the following information.

E.1. Describe the goal(s) of the program using the Program Goals and Outcomes Template [Program Goals and Outcomes Template](#). Please download, complete, and upload below. Include for each goal being addressed:

- **Outcomes** - *Describe the changed state in the program participants or broader community that can be measured and identified. Include % change.*
- **Indicators** - *Identify qualitative and quantitative indicators to measure the outcomes.*
- **Methods of Evaluation** - *Identify how these outcomes will be measured (e.g. surveys, staff observation, program plans, assessments, self-reports.*
- **Measurement Intervals** – *Identify when the measures will be captured. (The goals and objectives must be measurable within a twelve (12) month period.)*



Outcomes and Goals Template Save as Outcomes and Goals Agency name *Required

Outcomes and Goals Humane Society of Pinellas.docx

E.2. What information will be collected to demonstrate program success?

To ensure the continued success and improvement of the Senior Pet Connection program, a robust data collection strategy is in place to monitor and evaluate its effectiveness. Key demographic information such as client age and geographic location will be collected during initial enrollment, along with details about household income and pet ownership. Program metrics—including the number and types of pets served, types and quantities of supplies delivered, and frequency of deliveries—will be meticulously tracked. Client satisfaction and program effectiveness will be assessed through quarterly check-ins conducted via email, phone, or mail and an annual survey will be conducted by end of program's fiscal year. These touchpoints will not only provide valuable feedback but also help maintain strong, personal connections with our clients. Intake forms and regular progress updates will be stored securely, ensuring confidentiality and compliance with privacy standards. This data will be used to produce detailed reports and performance metrics that inform program enhancements, support decision-making, and strengthen future funding proposals. By consistently evaluating our impact, the Senior Pet Connection program remains committed to improving service delivery and meeting the evolving needs of low-income seniors and their pets.

E.3. Describe how client/individual data is collected. (Please be specific on the platform your program uses if you collect data electronically, and the interval at which data is collected)

Client data for the Senior Pet Connection program is initially collected through ShelterLuv, a secure online platform used for application intake. Applicants complete the program application electronically via ShelterLuv, where essential eligibility information is gathered, including age, income, residency, and pet ownership details. Following enrollment, additional client information and updates are collected at quarterly intervals through direct communication methods such as phone calls, secured email, or USPS mail. These check-ins ensure data accuracy, verify ongoing eligibility, and allow staff to track the types of supplies delivered, pet health needs, and overall client satisfaction. All information gathered after the initial application is documented and securely stored by program staff using internal protocols,

ensuring confidentiality and supporting program evaluation and service planning.

F. Budget

Completed by drivera@humanepinellas.org on 4/4/2025 1:53 PM

Case Id: 18995

Name: Humane Society of Pinellas

Address: *No Address Assigned

F. Budget and Financial Sustainability

Please provide the following information.

F.1. Total Agency budget for entire organization (local) This should be the largest amount.

\$3,544,492.01

F.2. Total Program budget. Amount currently allocated to fund the program with the requested Social Action Funding.

\$80,176.80

F.3. Total Pinellas County Social Action Funding request.

\$91,263.80

F.4. What percentage of the program budget will be funded with Pinellas County Social Action Funding?

100.00%

F.5. What other funders also financially support this program? To include the amount of funding and what those funds are used for.

At this time, the Senior Pet Connection Program is solely reliant on the funding requested in this application. While we do not currently have additional funders supporting this program, we actively seek new funding opportunities to ensure sustainability and expansion. Any awarded funds will be dedicated to purchasing essential pet supplies, including food, litter, supplements, and preventatives, as well as covering postage and staff-related program execution costs. As demand for the program continues to grow—especially following the discontinuation of a similar program previously offered by the Area Agency on Aging—we remain committed to securing additional funding sources to meet the needs of our low-income senior community members and their pets. Future funding efforts include grant applications, corporate sponsorships, and community partnerships to further strengthen and expand this vital program.

F.6. What other Pinellas County funding does the organization receive for any and all programs?

NA

F.7. Describe the organizations plan for financial and program sustainability beyond fiscal year 2026.

The Humane Society of Pinellas is committed to ensuring the long-term sustainability of the Senior Pet Connection Program beyond fiscal year 2026. Our strategy includes diversifying funding sources through additional grant opportunities, corporate sponsorships, and donor contributions. We actively seek partnerships with local businesses, foundations, and community organizations to expand financial support and program resources. Additionally, we plan to enhance fundraising efforts through targeted donor campaigns, special events, and awareness initiatives that highlight the program's impact on low-income seniors and their pets. As part of our sustainability efforts, we will also continue to evaluate operational efficiencies, leveraging cost-effective ordering and delivery methods to maximize available resources. With an increasing demand for services following the discontinuation of similar programs in the county, we recognize the importance of maintaining and expanding our support system. By implementing a proactive fundraising and community engagement strategy, we aim to sustain and grow the Senior Pet Connection Program, ensuring it

remains a vital resource for seniors and their beloved pets for years to come.

F.8. Please download and complete the [Annual Budget](#) form.



Annual Budget Narrative *Required

FY26 Annual Budget Report (1).xlsx

G. Required Documents

Completed by drivera@humanepinellas.org on 4/4/2025 11:12 AM

Case Id: 18995

Name: Humane Society of Pinellas

Address: *No Address Assigned

G. Required Documents

Please upload the following documents.

Documentation



Proof of 501(c)(3) status save as 501c3 Agency name *Required

501(c)3 Humane Society of Pinellas.pdf



Proof of incorporation in the State of Florida for at least one (1) year Save as Incorporation Agency name

***Required**

Incorporation Humane Society of Pinellas.pdf



Most Recent Financial and Single Audit (required if available) or IRS Form 990 (only if audit unavailable) Save as Audit Agency name *Required

Audit Humane Society of Pinellas.pdf



W-9 with legal name which matches that of applicant name Save as W9 Agency name *Required

W9 Humane Society of Pinellas.pdf



Current Certificate of Insurance Save as Insurance Agency Name *Required

Insurance Humane Society of Pinellas.pdf



Completed [Internal Control Checklist](#) Save as Internal Control Checklist Agency name *Required

Internal Control Checklist Humane Society of Pinellas.pdf

☒ [Annual Budget](#) Report Save as Annual Budget Agency name ***Required**

Annual Budget Humane Society of Pinellas.xlsx

☒ **Outcomes and Goals Template** Save as Outcomes and Goals Agency name ***Required**

Outcomes and Goals Humane Society of Pinellas.docx

☐ **Current state licenses or registrations**

***No files uploaded*

☒ **Local Agency Organizational Chart** Save as Org chart Agency name ***Required**

Org Chart Humane Society of Pinellas.pdf

☒ **Program Job Descriptions, if funding supports salaries if applicable** Save as Job Descriptions Agency name

Job Descriptions Humane Society of Pinellas.pdf

☐ [Housing First Checklist, if applicable](#) Save as Housing First Agency name

***No files uploaded*

☐ **Shelter Entrance Criteria, if applicable** Save as Shelter Entrance Criteria Agency name

***No files uploaded*

☒ [Data Control Questionnaire](#) Save as Data Control Questionnaire Agency Name ***Required**

Data Control Questionnaire Humane Society of Pinellas.pdf

☒ [HS E-Verify Affidavit](#) Save as Everify Agency name ***Required**

Everify Humane Society of Pinellas.pdf

☒ **Board Member List, Including mailing and email addresses and phone numbers, if applicable** Save as Board Members Agency name

☐ Accreditation, if applicable Save as Accreditation Agency name

***No files uploaded*

☒ [Human Trafficking Affidavit](#) Save as Human Trafficking Agency Name ***Required**

Human Trafficking Humane Society of Pinellas.pdf

☐ Travel / Mileage policy if funding is requested Save as Travel policy Agency name

***No files uploaded*

☐ Conflict of Interest Policy if available Save as Conflict of Interest Agency name

***No files uploaded*

☐ Program Policy and Procedures if available Save as Program Policy and Procedures Agency Name

***No files uploaded*

Submit

Completed by drivera@humanepinellas.org on 4/4/2025 2:06 PM

Case Id: 18995

Name: Humane Society of Pinellas

Address: *No Address Assigned

Certification

Once an application is submitted, it can only be "Re-opened" by an Administrator.

By clicking submit, I certify that I am an authorized representative of the proposing agency and the information contained in this application is true and accurate to the best of my knowledge and due diligence.

I also understand that applications are limited to one per organization, and if more than one application is submitted by my organization, only the most recent will be considered for funding.

Authorized Representative Signature

MICHELLE THORSON

Electronically signed by drivera@humanepinellas.org on 4/4/2025 2:00 PM

Date Submitted

04/04/2025

Program Description

Completed by eminkoff@pinellashousing.com on 4/3/2025 6:20 AM

Case Id: 19010

Name: Pinellas County Housing Authority

Address: *No Address Assigned

Program Description

Please provide the following information.



Social Action Funding Application for the funding period of October 1, 2025 - September 30, 2026

**Pinellas County Board
of County
Commissioners**
Human Services
440 Court St, 2nd Floor
Clearwater, FL 33756

Pinellas County Human Services is accepting applications from qualified non-profit organizations desiring to provide social services to low-income residents of Pinellas County.

The Social Action Grant Program provides funding to social service organizations for priority services that directly support Pinellas County.

The attached Social Action Grant Program application instructions outline the competitive process for the selection of organizations to receive Social Action Funding Grants as allocated by the Pinellas County Board of County Commissioners (Board) for FY 2026

Funding applications are limited to a minimum of \$10,000.00 and a maximum of \$150,000.00. Only one (1) application may be submitted per agency. Applicants may apply for either a large award (\$100,000.00 - \$150,000.00), or a small award (\$10,000.00 - \$99,999.00). A maximum of five large awards will be made, with the remainder of funding allocated to small awards. The amount requested does not guarantee an award. Actual awards will be based on the recommendation of the review committee and approval of the Board. The funding priorities for the Social Action Grant Program are:

- **Food and Nutritional Services:** including food banks, meal delivery, congregate dining, and related supportive services.
- **Homeless Prevention and Supportive Services:** including homeless outreach and engagement, prevention and diversion services, system navigation, and shelter and housing support.
- **Healthcare and Human Services for Disadvantaged Residents:** including, but not limited to, specialized healthcare services, workforce development, life skills training and support, transportation or mobility assistance, chore services, health and hygiene support, and specialized mentoring or educational programs for

disadvantaged populations.

- **Supportive Services for an Aging Population:** any of the above listed types of programs or additional supportive programs targeted to an aging population.

The submission deadline for all applications is April 4, 2025 at 4:00 PM (no exceptions). Organizations must utilize the online application through the Neighborly System. Please allow ample time for submission and technological challenges, as late applications will not be accepted. For questions regarding your application, please contact: Amanda Craft at acraft@pinellas.gov.

ELIGIBILITY CRITERIA

- ☒ The applicant organization must agree to the terms and conditions contained in the Pinellas County Social Action Program Agreement. **NO EXCEPTIONS** to the terms and conditions of the agreement will be permitted. The County reserves the right to update these terms and conditions from time to time and as needed to meet the needs of the County.

DISCLAIMER

- ☒ Pinellas County Government reserves the right to: 1) cancel the application process; 2) accept or reject any or all applications received; 3) waive any non-substantive deficiency or irregularity, waive or remedy any technical or immaterial errors; 4) request any necessary clarifications of proposal data without changing the terms of the proposal; 5) negotiate with any qualified applicant; 6) award a contract in what it believes to be the best interest of the County; 7) cancel the request, in part or its entirety, if it is deemed to be in the best interest of the County; 8) reject the program of any applicant that has previously failed to perform properly; 9) reject the program of any applicant who has failed to complete a contract within the specified timeframe; 10) reject the program of any applicant that is not in a position to fulfill a resulting contractual obligation.

EXCLUSIONS

The following are not eligible for Social Action Grant funding:

1. Capital Expenses
2. Improvements to Real Properties
3. Indirect Cost Rate (e.g. a fixed % of the program budget; direct costs are allowable)
4. Research studies or technical assistance
5. Employee or volunteer incentives
6. Legal fees or any expenses specifically related to criminal activity including court costs, citations, restitution, child support, alimony, or immigration related expenses
7. Alcohol, tobacco, firearms or lottery tickets
8. Expenses related to immigration or returning to country of origin
9. Gift Cards
10. Money orders
11. Property taxes
12. Vehicle purchases

FATAL CRITERIA

- Agency has not been incorporated in the State of Florida for a minimum of one (1) year.
- Agency does not have a 501 (c) (3) status for a minimum of one (1) year.
- Agency is not in compliance with an existing County contract at the time of submission.
- Agency's proposal is under/over the minimum (\$10,000.00)/ maximum (\$150,000.00).
- Application is late (system will not allow incomplete or late submissions).
- Application does not include a budget.

Please [CLICK HERE](#) to download a copy of the full program description.

☒ I acknowledge that I have clicked the above link and reviewed all program documentation.

Please [CLICK HERE](#) to download a copy of the Agreement.

☒ I acknowledge that I have clicked the above link and reviewed and agree to all terms.

Please [CLICK HERE](#) to view Frequently Asked Questions

NOTE: Incomplete applications will not be accepted by the system.

Eligibility

Completed by eminkoff@pinellashousing.com on 4/3/2025 6:21 AM

Case Id: 19010

Name: Pinellas County Housing Authority

Address: *No Address Assigned

Eligibility

Please provide the following information.

1. Is the applicant organization a non-profit 501 (c) (3) organization for at least one (1) year and incorporated in the State of Florida for at least one (1) year prior to date of application? The program is funded by local tax revenue. As such, publicly funded organizations are not eligible for awards under this solicitation.

Yes

2. Is the applicant organization the organization providing the proposed services? Subcontracting of contractual services is prohibited.

Yes

3 Do the proposed programs/services serve residents of Pinellas County?

Yes

4. Is the mission of the applicant organization consistent with the goals of the Social Action Grant Program to address the health, economic, and social well-being of Pinellas County residents in need of assistance? The applicant organization must not discriminate against any applicant for employment or employee with respect to hire, tenure, terms, conditions or privileges of employment or any matter directly or indirectly related to employment or against any client because of age, sex, race, ethnicity, color, religion, national origin, disability, marital status, or sexual orientation.

Yes

5. Does the applicant organization discriminate against any person on the basis of age, sex, race, ethnicity, color, religion, national origin, disability, marital status or sexual orientation in admission, treatment, or participation in its programs, services and activities?

No

6. Do the programs proposed by faith-based organizations have a secular purpose, and do not require worship or religious instruction activities? Services provided by faith-based organizations must be available to all Pinellas County residents, not solely for congregation members.

N/A

7. Are you an individual seeking financial assistance for yourself or another individual?

No

A. Agency Information

Completed by eminkoff@pinellashousing.com on 4/3/2025 6:21 AM

Case Id: 19010

Name: Pinellas County Housing Authority

Address: *No Address Assigned

A. Agency Information

Please provide the following information.

LEGAL AGENCY INFORMATION (FOR CONTRACT)

A.1. Legal Organization Name

Pinellas County Housing Authority

A.2. DBA (if applicable)

Pinellas County Housing and Economic Development

A.3. Legal Address

11479 Ulmerton Road Largo, FL 33778

PROJECT INFORMATION

A.4. Program Name/Project Title

Heritage Oaks Wellness Clinic

A.5. Summary - provide a brief summary of program and how funding would be utilized.

The Pinellas County Housing Authority (PCHA) is launching its Heritage Oaks Wellness Clinic to provide direct access to preventative healthcare and emergency preparedness resources for over 250 low-income seniors. Funding will support clinical equipment, supplies, and the purchase of a backup generator to ensure service continuity during power outages and natural disasters. This project bridges gaps in healthcare access caused by transportation barriers and supports aging in place with safety, dignity, and independence. The addition of generators strengthens the clinic's ability to function as a community resilience hub, providing critical health access year-round, including during emergencies.

A.6. Physical Program Address

12455 130th Avenue North Largo, FL 33774

A.7. Program Manager First Name

Michael

APPLICATION CONTACT INFORMATION

A.19. First Name

Michael

A.20. Last Name

Flores

A.21. Contact Person/Title

Director of Programs

A.22. Contact Email

mflores@pinellashousing.com

A.23. Telephone

7274437684

A.24. Executive Officer with signing authority First Name

Elise

A.25. Executive Officer with signing authority Last Name

Minkoff

A.26. Executive Officer Title

Chief Operations and Programs Officer

A.27. Executive Officer Email

eminkoff@pinellashousing.com

A.28. Executive Officer Phone Number

(727) 443-7684

A.8. Program Manager Last Name

Flores

A.9. Program Manager Title

Director of Programs

A.10. Program Manager Email

mflores@pinellashousing.com

A.11. Program Manager Phone Number

(727) 443-7684

A.12. Social Action Funding Priority Area

Note: Only one (1) application may be submitted per organization. If more than one is submitted, only the first will be considered for funding.

Healthcare and Human Services for Disadvantaged Residents

A.13. Funding Category **ONLY SELECT ONE**

☒ \$10,000.00-\$99,999.00

☐ \$100,000.00-\$150,000.00

A.14. Total Amount Requested

Note: Max request is \$150,000.00

\$77,607.86

A.15. Taxpayer/Employer ID

59-1160877

A.16. Unique Entity Identifier (UEI- Federal SAM.GOV Number, if registered

FWEFFKDC7D3

A.17. Date of incorporation in Florida

08/17/1965

A.18. Date of 501(c)(3) Status

03/02/2011

B. Organization Profile

Completed by eminkoff@pinellashousing.com on 4/3/2025 6:22 AM

Case Id: 19010

Name: Pinellas County Housing Authority

Address: *No Address Assigned

B. Organization Profile

Please provide the following information.

B.1. Describe how the mission and purpose of the agency align with the funding priority area.

PCHA's mission is to provide safe, affordable housing and comprehensive services that promote stability, well-being, and self-sufficiency for low-income residents. This aligns with the Social Action Grant's focus on health, wellness, emergency preparedness, and serving underserved communities. PCHA understands that stable housing must be paired with healthcare, support services, and emergency protection to ensure long-term stability. Initiatives like the Wellness Clinic at Heritage Oaks integrate housing and healthcare to reduce disparities, support healthy aging, and strengthen community resilience for low-income seniors.

B.2. Describe your board membership and how the board is reflective of the target population.

PCHA's Board of Commissioners is appointed by the Governor of the State of Florida and includes five members who represent a diverse mix of backgrounds in public service, law, business, and community development. One of these seats is reserved for a Resident Commissioner, who is an individual who currently resides in either public housing or receives Section 8 assistance. This ensures the board includes the lived experiences of those we serve. This resident is selected from a pool of applicants within our housing communities. Currently, PCHA has two resident applicants submitted to the Governor's Office. PCHA regularly coordinates with the Governor's Office to make sure the board remains in compliance with state requirements and continues to reflect the needs and perspectives of our target population.

B.3. Explain the organization's experience relevant to the proposed priority area.

PCHA has nearly 60 years of experience delivering safe and affordable housing and supportive services across Pinellas County. Serving over 8,400 residents annually, including more than 3,500 seniors, PCHA operates 12 agency-owned properties and administers the Housing Choice Voucher program. Four of our communities are dedicated exclusively to older adults. Over the past decade, PCHA has expanded its role from housing provider to community wellness leader—implementing initiatives such as mental health support programs, chronic disease education, and senior-focused service coordination. The creation of the Wellness Clinic at Heritage Oaks reflects this evolution and is backed by a strong partnership with Evara Health, a trusted local healthcare provider.

B.4. Describe your onboarding process and program implementation timeline across the organization and for this program.

The implementation of the Wellness Clinic begins with the formalization of a partnership through a Memorandum of Understanding (MOU) between PCHA and Evara Health. This MOU indicates that Evara Health will serve as the lead healthcare provider, responsible for delivering primary and preventive care services, care coordination, and referrals to specialty services for residents of PCHA-managed senior properties. PCHA, in turn, agrees to provide space for on-site service delivery and collaborate in identifying eligible residents and facilitating their connection to care. Program onboarding is coordinated in two phases: 1) tenant selection and 2) service integration. 1. PCHA works to ensure that the right tenant is matched with the right building, taking into account the eligibility requirements specific to each property and funding source. This includes confirming that potential tenants meet all criteria necessary to receive

housing assistance under the appropriate voucher type. Once tenants are determined eligible and successfully placed in a participating senior building, they are automatically eligible to receive services available through partner agencies at the Wellness Clinic. 2. Upon residency, tenants are introduced to the Wellness Clinic and the full suite of wraparound services provided by Evara Health. Initial outreach includes informational sessions, one-on-one assessments, and consent for care. It is our goal to ensure each resident, and sometimes their families, have a clear understanding of service availability and how to access them.

C. Community Needs

Completed by eminkoff@pinellashousing.com on 4/3/2025 6:22 AM

Case Id: 19010

Name: Pinellas County Housing Authority

Address: *No Address Assigned

C. Community Needs

Please provide the following information.

C.1. Clearly identify the need to be addressed through the proposed program.

The proposed program aims to address the ongoing need for accessible, preventative healthcare services for low-income seniors in Pinellas County. Many seniors face transportation issues, mobility challenges, and financial constraints that prevent them from receiving regular medical care. Without consistent access to basic health services like checkups, chronic disease management, and preventive screenings, these residents are at higher risk for medical complications, more frequent emergency room visits, and a reduced quality of life. Additionally, the area lacks adequate infrastructure to support senior health during emergencies, such as hurricanes or power outages, further jeopardizing the well-being of medically vulnerable populations.

C.2. Provide current supporting statistics or data specific to Pinellas County such as needs assessments, interviews, waiting lists, surveys, trends and/or analyses to demonstrate the need described in C1.

The Pinellas County Community Health Improvement Plan (2023) highlights transportation and cost as major barriers to preventative care, particularly for older adults. The 2021 Community Health Needs Assessment by Empath Health & Suncoast Hospice Foundation reinforces that transportation remains a leading obstacle to accessing care, resulting in poor health outcomes. In Pinellas County, 29% of residents aged 65+ live alone, and nearly 11% live below the poverty line, making it harder to access healthcare. Over 60% of senior hospitalizations in the area are linked to chronic, preventable conditions. Without accessible, proactive care, these issues are likely to worsen. Additionally, Pinellas is prone to hurricanes and power outages, yet many senior housing developments lack backup power to ensure continuous healthcare during such emergencies.

C.3. Is the program new and innovative, or is funding sought to expand capacity or service in an existing program, or continuation of current funding? No points to be assessed for this question.

New Program

C.4. If new and innovative, discuss what is currently being done in the community to address the need and how this program differs to provide better results. If expanding capacity, describe the current services available in the community, numbers unserved, and how the proposed program will reduce the number of unserved. If continuation of funding discuss what has been done to obtain alternate funding?

The Heritage Oaks Wellness Clinic was initiated to provide on-site healthcare to low-income seniors at Heritage Oaks and other PCHA senior properties. The program, in partnership with Evara Health, will provide basic screenings, checkups, and chronic condition monitoring. However, its reach is limited by available equipment, physical infrastructure, and emergency preparedness capacity. Many seniors across PCHA's 10 additional properties, as well as Section 8 voucher holders throughout the county, remain unserved or under-served. This expansion will allow the clinic to increase its service hours, add capacity to serve seniors from adjacent communities such as Ridgecrest, and enhance continuity of care by installing backup generators. With generators in place, the clinic can maintain operations during outages, ensuring life-sustaining services are not interrupted. These enhancements directly address the current shortfall

in access, helping to reduce the number of unserved residents and increasing the likelihood of positive health outcomes for over 250 seniors countywide. In addition to offering healthcare, PCHA plans to enhance the Heritage Oaks campus as a center for community engagement. A new on-site food pantry, developed in partnership with trusted community organizations, will improve food access for seniors and be available as needed. Planned upgrades to the upper floors include an arts and crafts room, which will host workshops and enrichment activities. A recreational space featuring billiards and other amenities will also be created to promote active living and social interaction.

If currently funded, please provide outcomes/utilization/success?



Outcomes/Utilization/Success

***No files uploaded*

C.5. Describe how the proposed program will coordinate with existing programs in the community. If program is working with partners, please include a collaborative letter showing how both sides would be working on project.

The proposed program is built on a strategic partnership with Evara Health, a Federally Qualified Health Center (FQHC), to staff and manage the Wellness Clinic. Evara brings clinical expertise and a proven track record of serving medically vulnerable populations in Pinellas County. The clinic will also work closely with the Pinellas County Health Department, which will support PCHA's community health initiatives, and with local emergency management offices to align disaster preparedness protocols. Residents will be actively involved through the Heritage Oaks Resident Council, which includes seniors aged 50 and above. This council provides ongoing feedback on clinic operations to ensure services meet community needs. PCHA will continue collaborating with local nonprofits to offer wellness education, promote clinic use, and identify residents needing specialized support. A joint letter from Evara Health will be provided to demonstrate the partnership and shared commitment to enhancing senior health access and resilience.

Please upload Collaborative Letter



Collaborative Letter

MOU between Pinellas County Housing Authority and Evara Health.pdf

D. Scope of Services

Completed by eminkoff@pinellashousing.com on 4/3/2025 6:23 AM

Case Id: 19010

Name: Pinellas County Housing Authority

Address: *No Address Assigned

D. Scope of Services

Please provide the following information.

Program Specifics

D.1. Describe the proposed program. Services to be delivered should be clearly identified. Include information regarding evidence-based practices or best practice models used, if applicable.

The Heritage Oaks Wellness Clinic will deliver on-site, preventative healthcare and emergency-ready services to more than 250 low-income seniors residing at Heritage Oaks and neighboring communities. Services include routine medical checkups, chronic disease monitoring, blood pressure and glucose screenings, medication consultations, and health education workshops. The clinic is operated in partnership with Evara Health, whose model follows evidence-based geriatric and chronic care frameworks proven to improve health outcomes and reduce unnecessary emergency department use. In addition to primary care, the clinic will offer specialized services such as podiatry, general practitioner visits, and dermatology. Dental and optometry services are also available through Evara's mobile health units, which provide care on-site via specialized vans to alleviate the burden of transportation. The program will integrate emergency preparedness infrastructure, including backup generators, to ensure continued healthcare delivery during weather-related disruptions or power outages. By embedding healthcare access within the residential setting and preparing for service continuity, the wellness clinic will address both daily and disaster-related health disparities among senior residents.

D.2. What will the funding be used to purchase or pay for to support the program? This should align with the attached Annual Budget and Operational Narrative and the selected priority area (A.12. of the application). Include how does this funding request supplement, not duplicate, current program funding?

Funding will support the purchase of a commercial-grade backup generator system, additional medical equipment such as diagnostic tools and exam room furnishings, infection control and safety supplies, and minor infrastructure upgrades to ensure power resilience and clinic expansion. The grant will also cover outreach and education materials to ensure residents understand how and when to access services. The grant request does not duplicate any current funding but instead addresses capital and capacity-building needs critical to the program's scale and reliability.

D.3. Describe program services including frequency, duration and intensity. Example: Weekly financial literacy sessions for 20 clients for 6 months or completion of curriculum.

The Wellness Clinic will operate two days per week, providing scheduled and walk-in appointments from 9:00 AM to 3:00 PM. Services include: Weekly wellness checkups (up to 8 patients per day) Monthly health education workshops on topics like nutrition, diabetes prevention, and emergency preparedness Quarterly wellness fairs with screenings open to all PCHA senior residents across 11+ PCHA-owned properties.

D.4. What is the target population and eligibility criteria for the program?

The target population includes low-income seniors aged 55 and older residing at Heritage Oaks, PCHA's three other senior-designated properties, and PCHA seniors utilizing PCHA's Section 8 vouchers. Eligibility criteria include: Residency

at a PCHA property or being a PCHA senior voucher holder within Pinellas County Age 55 or older Willingness to participate in clinic services and health monitoring programs Services are offered at no cost or low cost to participants and designed to be barrier-free for residents facing transportation, mobility, or financial challenges.

D.5. Provide the geographic service area(s) and hours and days for the program during contract period.

The primary service area is Heritage Oaks, located at 12455 130th Avenue North, Largo, FL 33774, and surrounding Ridgecrest and mid-Pinellas County neighborhoods. The program also extends outreach and referral support to senior residents at PCHA properties across Largo, St. Petersburg, Clearwater, and Dunedin. Clinic Hours: Monday and Thursday — 9:00 AM to 3:00 PM. Health education and wellness events may occur on evenings or weekends to maximize participation.

D.6. Describe the program staff, including qualifications, expertise, and credentials, if required.

The wellness services are led by Evara Health, providing a multidisciplinary team that includes: Primary Care Physicians – Board-certified with geriatric care experience Registered Nurses (RNs) – Licensed and trained in chronic disease management and elder care Medical Assistants – Certified with experience supporting older adult care in clinical settings Wellness Coordinator – Manages appointments, resident engagement, and referrals; 5+ years of senior service coordination experience Volunteer Health Educators – From partner nonprofits and local universities, delivering workshops and screenings under supervision

E. Program Outcomes and Goals

Completed by eminkoff@pinellashousing.com on 4/3/2025 6:24 AM

Case Id: 19010

Name: Pinellas County Housing Authority

Address: *No Address Assigned

E. Program Outcomes and Goals

Please provide the following information.

E.1. Describe the goal(s) of the program using the Program Goals and Outcomes Template [Program Goals and Outcomes Template](#). Please download, complete, and upload below. Include for each goal being addressed:

- **Outcomes** - *Describe the changed state in the program participants or broader community that can be measured and identified. Include % change.*
- **Indicators** - *Identify qualitative and quantitative indicators to measure the outcomes.*
- **Methods of Evaluation** - *Identify how these outcomes will be measured (e.g. surveys, staff observation, program plans, assessments, self-reports.*
- **Measurement Intervals** – *Identify when the measures will be captured. (The goals and objectives must be measurable within a twelve (12) month period.)*



Outcomes and Goals Template Save as Outcomes and Goals Agency name *Required

Outcomes and Goals Pinellas County Housing Authority.pdf

E.2. What information will be collected to demonstrate program success?

Program success will be measured by residents' ability to remain safely and independently housed in their units while maintaining their health and well-being. One of the clearest indicators of success is a reduction in emergency medical responses (EMS) to the property. This would suggest that residents are receiving effective preventative care and managing chronic conditions before they escalate. Another key metric is resident stability. The longer seniors are able to age in place without needing to transition to institutional care, the more successful the program is in supporting both health and independence. Families often express greater peace of mind knowing their loved ones have access to on-site medical care. At PCHA properties like Pinellas Heights, where wellness strategies have already been implemented, EMC calls are rare. Though measuring wellness is complex, these real-world outcomes matter deeply to our team and the families we serve.

E.3. Describe how client/individual data is collected. (Please be specific on the platform your program uses if you collect data electronically, and the interval at which data is collected)

Evora Health is responsible for collecting and managing all patient-level data in compliance with HIPAA regulations. They utilize a secure electronic health records (EHR) platform called Epic to track individual visit information, medical histories, treatment plans, and outcomes. While PCHA does not access personal health information, we do request aggregated, non-identifiable data from Evora to evaluate program performance. This includes general demographic information such as age range, gender, and income status, visit frequency, and service types (wellness checks, chronic disease management, podiatry, dermatology).

F. Budget

Completed by eminkoff@pinellashousing.com on 4/3/2025 6:26 AM

Case Id: 19010

Name: Pinellas County Housing Authority

Address: *No Address Assigned

F. Budget and Financial Sustainability

Please provide the following information.

F.1. Total Agency budget for entire organization (local) This should be the largest amount.

\$76,839,193.00

F.2. Total Program budget. Amount currently allocated to fund the program with the requested Social Action Funding.

\$77,607.86

F.3. Total Pinellas County Social Action Funding request.

\$77,607.86

F.4. What percentage of the program budget will be funded with Pinellas County Social Action Funding?

100.00%

F.5. What other funders also financially support this program? To include the amount of funding and what those funds are used for.

Evava Healthcare will underwrite the cost of their medical services and their personnel. On aggregate, Evava will underwrite \$95,000 of services and expertise to the Heritage Oaks Wellness Center.

F.6. What other Pinellas County funding does the organization receive for any and all programs?

None

F.7. Describe the organizations plan for financial and program sustainability beyond fiscal year 2026.

Our long-term sustainability plan for Heritage Oaks Wellness Clinic relies on a combination of internal operational reserves and a strategic partnership with Evava Health. A critical component of sustainability is that Evava Health fully funds and manages all medical personnel at the Wellness Clinic. Their staff, including physicians, nurses, and medical assistants, are salaried through Evava's independent resources. This significantly reduces PCHA's financial responsibility while maintaining a high standard of care. In cases where gaps in funding occur, Evava has also committed to stepping in with equipment or clinical resources, ensuring uninterrupted service delivery. By maintaining responsibility for the physical site and equipment while leveraging Evava's healthcare infrastructure, PCHA ensures the clinic remains a cost-effective, scalable, and resilient solution for senior healthcare access well beyond the grant period.

F.8. Please download and complete the [Annual Budget](#) form.



Annual Budget Narrative *Required

Annual Budget Pinellas County Housing Authority.xlsx

G. Required Documents

Completed by eminkoff@pinellashousing.com on 4/3/2025 6:25 AM

Case Id: 19010

Name: Pinellas County Housing Authority

Address: *No Address Assigned

G. Required Documents

Please upload the following documents.

Documentation



Proof of 501(c)(3) status save as 501c3 Agency name *Required

501c3 Pinellas County Housing and Economic Development .pdf



Proof of incorporation in the State of Florida for at least one (1) year Save as Incorporation Agency name

***Required**

Incorporation Pinellas County Housing Authority.pdf



Most Recent Financial and Single Audit (required if available) or IRS Form 990 (only if audit unavailable) Save as Audit Agency name *Required

Audit Pinellas County Housing Authority.pdf



W-9 with legal name which matches that of applicant name Save as W9 Agency name *Required

W9 Pinellas County Housing Authority.pdf

W9 Pinellas County Housing and Economic Development.pdf



Current Certificate of Insurance Save as Insurance Agency Name *Required

Insurance Pinellas County Housing Authority.pdf



Completed [Internal Control Checklist](#) Save as Internal Control Checklist Agency name *Required

Internal Control Checklist Pinellas County Housing Authority.pdf

☒ [Annual Budget Report](#) Save as Annual Budget Agency name ***Required**

Annual Budget Pinellas County Housing Authority.xlsx

☒ **Outcomes and Goals Template** Save as Outcomes and Goals Agency name ***Required**

Outcomes and Goals Pinellas County Housing Authority.pdf

☐ **Current state licenses or registrations**

***No files uploaded*

☒ **Local Agency Organizational Chart** Save as Org chart Agency name ***Required**

Org Chart Pinellas County Housing Authority.pdf

☐ **Program Job Descriptions, if funding supports salaries if applicable** Save as Job Descriptions Agency name

***No files uploaded*

☒ [Housing First Checklist, if applicable](#) Save as Housing First Agency name

Housing First Pinellas County Housing Authority.pdf

☐ **Shelter Entrance Criteria, if applicable** Save as Shelter Entrance Criteria Agency name

***No files uploaded*

☒ [Data Control Questionnaire](#) Save as Data Control Questionnaire Agency Name ***Required**

Data Control and Technical Capability Questionnaire - Pinellas County Housing Authority.pdf

☒ [HS E-Verify Affidavit](#) Save as Everify Agency name ***Required**

E-verify Pinellas County Housing Authority.pdf

☒ **Board Member List, Including mailing and email addresses and phone numbers, if applicable** Save as Board Members Agency name

Board Members Pinellas County Housing Authority.pdf



Accreditation, if applicable Save as Accreditation Agency name

Accreditation Pinellas County Housing Authority.pdf



Human Trafficking Affidavit Save as Human Trafficking Agency Name *Required

Human Trafficking Pinellas County Housing Authority.pdf



Travel / Mileage policy if funding is requested Save as Travel policy Agency name

***No files uploaded*



Conflict of Interest Policy if available Save as Conflict of Interest Agency name

Conflict of Interest Pinellas County Housing Authority.pdf



Program Policy and Procedures if available Save as Program Policy and Procedures Agency Name

Program Policy and Procedures Pinellas County Housing Authority.pdf

Submit

Completed by eminkoff@pinellashousing.com on 4/3/2025 6:29 AM

Case Id: 19010

Name: Pinellas County Housing Authority

Address: *No Address Assigned

Certification

Once an application is submitted, it can only be "Re-opened" by an Administrator.

By clicking submit, I certify that I am an authorized representative of the proposing agency and the information contained in this application is true and accurate to the best of my knowledge and due diligence.

I also understand that applications are limited to one per organization, and if more than one application is submitted by my organization, only the most recent will be considered for funding.

Authorized Representative Signature

Elise B. Minkoff

Electronically signed by eminkoff@pinellashousing.com on 4/3/2025 6:27 AM

Date Submitted

04/03/2025

Program Description

Completed by carehha17@gmail.com on 3/22/2025 4:51 AM

Case Id: 19016

Name: C.A.R.E Agency, LLC

Address: *No Address Assigned

Program Description

Please provide the following information.



Social Action Funding Application for the funding period of October 1, 2025 - September 30, 2026

**Pinellas County Board
of County
Commissioners**
Human Services
440 Court St, 2nd Floor
Clearwater, FL 33756

Pinellas County Human Services is accepting applications from qualified non-profit organizations desiring to provide social services to low-income residents of Pinellas County.

The Social Action Grant Program provides funding to social service organizations for priority services that directly support Pinellas County.

The attached Social Action Grant Program application instructions outline the competitive process for the selection of organizations to receive Social Action Funding Grants as allocated by the Pinellas County Board of County Commissioners (Board) for FY 2026

Funding applications are limited to a minimum of \$10,000.00 and a maximum of \$150,000.00. Only one (1) application may be submitted per agency. Applicants may apply for either a large award (\$100,000.00 - \$150,000.00), or a small award (\$10,000.00 - \$99,999.00). A maximum of five large awards will be made, with the remainder of funding allocated to small awards. The amount requested does not guarantee an award. Actual awards will be based on the recommendation of the review committee and approval of the Board. The funding priorities for the Social Action Grant Program are:

- **Food and Nutritional Services:** including food banks, meal delivery, congregate dining, and related supportive services.
- **Homeless Prevention and Supportive Services:** including homeless outreach and engagement, prevention and diversion services, system navigation, and shelter and housing support.
- **Healthcare and Human Services for Disadvantaged Residents:** including, but not limited to, specialized healthcare services, workforce development, life skills training and support, transportation or mobility assistance, chore services, health and hygiene support, and specialized mentoring or educational programs for disadvantaged populations.

- **Supportive Services for an Aging Population:** any of the above listed types of programs or additional supportive programs targeted to an aging population.

The submission deadline for all applications is April 4, 2025 at 4:00 PM (no exceptions). Organizations must utilize the online application through the Neighborly System. Please allow ample time for submission and technological challenges, as late applications will not be accepted. For questions regarding your application, please contact: Amanda Craft at acraft@pinellas.gov.

ELIGIBILITY CRITERIA

☒ The applicant organization must agree to the terms and conditions contained in the Pinellas County Social Action Program Agreement. **NO EXCEPTIONS** to the terms and conditions of the agreement will be permitted. The County reserves the right to update these terms and conditions from time to time and as needed to meet the needs of the County.

DISCLAIMER

☒ Pinellas County Government reserves the right to: 1) cancel the application process; 2) accept or reject any or all applications received; 3) waive any non-substantive deficiency or irregularity, waive or remedy any technical or immaterial errors; 4) request any necessary clarifications of proposal data without changing the terms of the proposal; 5) negotiate with any qualified applicant; 6) award a contract in what it believes to be the best interest of the County; 7) cancel the request, in part or its entirety, if it is deemed to be in the best interest of the County; 8) reject the program of any applicant that has previously failed to perform properly; 9) reject the program of any applicant who has failed to complete a contract within the specified timeframe; 10) reject the program of any applicant that is not in a position to fulfill a resulting contractual obligation.

EXCLUSIONS

The following are not eligible for Social Action Grant funding:

1. Capital Expenses
2. Improvements to Real Properties
3. Indirect Cost Rate (e.g. a fixed % of the program budget; direct costs are allowable)
4. Research studies or technical assistance
5. Employee or volunteer incentives
6. Legal fees or any expenses specifically related to criminal activity including court costs, citations, restitution, child support, alimony, or immigration related expenses
7. Alcohol, tobacco, firearms or lottery tickets
8. Expenses related to immigration or returning to country of origin
9. Gift Cards
10. Money orders
11. Property taxes
12. Vehicle purchases

FATAL CRITERIA

- Agency has not been incorporated in the State of Florida for a minimum of one (1) year.
- Agency does not have a 501 (c) (3) status for a minimum of one (1) year.
- Agency is not in compliance with an existing County contract at the time of submission.
- Agency's proposal is under/over the minimum (\$10,000.00)/ maximum (\$150,000.00).
- Application is late (system will not allow incomplete or late submissions).
- Application does not include a budget.

Please [CLICK HERE](#) to download a copy of the full program description.

☒ I acknowledge that I have clicked the above link and reviewed all program documentation.

Please [CLICK HERE](#) to download a copy of the Agreement.

☒ I acknowledge that I have clicked the above link and reviewed and agree to all terms.

Please [CLICK HERE](#) to view Frequently Asked Questions

NOTE: Incomplete applications will not be accepted by the system.

Eligibility

Completed by carehha17@gmail.com on 3/22/2025 5:08 AM

Case Id: 19016

Name: C.A.R.E Agency, LLC

Address: *No Address Assigned

Eligibility

Please provide the following information.

1. Is the applicant organization a non-profit 501 (c) (3) organization for at least one (1) year and incorporated in the State of Florida for at least one (1) year prior to date of application? The program is funded by local tax revenue. As such, publicly funded organizations are not eligible for awards under this solicitation.

Yes

2. Is the applicant organization the organization providing the proposed services? Subcontracting of contractual services is prohibited.

Yes

3 Do the proposed programs/services serve residents of Pinellas County?

Yes

4. Is the mission of the applicant organization consistent with the goals of the Social Action Grant Program to address the health, economic, and social well-being of Pinellas County residents in need of assistance? The applicant organization must not discriminate against any applicant for employment or employee with respect to hire, tenure, terms, conditions or privileges of employment or any matter directly or indirectly related to employment or against any client because of age, sex, race, ethnicity, color, religion, national origin, disability, marital status, or sexual orientation.

Yes

5. Does the applicant organization discriminate against any person on the basis of age, sex, race, ethnicity, color, religion, national origin, disability, marital status or sexual orientation in admission, treatment, or participation in its programs, services and activities?

No

6. Do the programs proposed by faith-based organizations have a secular purpose, and do not require worship or religious instruction activities? Services provided by faith-based organizations must be available to all Pinellas County residents, not solely for congregation members.

N/A

7. Are you an individual seeking financial assistance for yourself or another individual?

No

A. Agency Information

Completed by carehha17@gmail.com on 4/3/2025 11:50 AM

Case Id: 19016

Name: C.A.R.E Agency, LLC

Address: *No Address Assigned

A. Agency Information

Please provide the following information.

LEGAL AGENCY INFORMATION (FOR CONTRACT)

A.1. Legal Organization Name

Care minds, INC

A.2. DBA (if applicable)

A.3. Legal Address

9156 85th Ave Seminole, FL 33777--2815

PROJECT INFORMATION

A.4. Program Name/Project Title

Veterans Homeless Prevention

A.5. Summary - provide a brief summary of program and how funding would be utilized.

Care Minds, INC is a nonprofit organization dedicated to assisting homeless and at-risk veterans by providing essential services that promote stability and well-being. Our program focuses on mental health support, down-payment assistance for housing, and comprehensive case management to help veterans transition to independent living. Funding will be utilized for assisting with previous mentioned as well as hiring

A.6. Physical Program Address

9185 58th Ave Seminole, FL 33777

A.7. Program Manager First Name

thalia

A.8. Program Manager Last Name

shurns

A.9. Program Manager Title

CEO

APPLICATION CONTACT INFORMATION

A.19. First Name

thalia

A.20. Last Name

Shurns

A.21. Contact Person/Title

President

A.22. Contact Email

carehha17@gmail.com

A.23. Telephone

7272282365

A.24. Executive Officer with signing authority First Name

thalia

A.25. Executive Officer with signing authority Last Name

shurns

A.26. Executive Officer Title

CEO

A.27. Executive Officer Email

carehha17@gmail.com

A.28. Executive Officer Phone Number

(727) 228-2365

A.10. Program Manager Email

carehha17@gmail.com

A.11. Program Manager Phone Number

(727) 228-2365

A.12. Social Action Funding Priority Area

Note: Only one (1) application may be submitted per organization. If more than one is submitted, only the first will be considered for funding.

Homeless Prevention and Supportive Services

A.13. Funding Category **ONLY SELECT ONE**

☒ \$10,000.00-\$99,999.00

☐ \$100,000.00-\$150,000.00

A.14. Total Amount Requested

Note: Max request is \$150,000.00

\$50,000.00

A.15. Taxpayer/Employer ID

92-2712216

A.16. Unique Entity Identifier (UEI- Federal SAM.GOV Number, if registered

A.17. Date of incorporation in Florida

01/17/2023

A.18. Date of 501(c)(3) Status

06/17/2023

B. Organization Profile

Completed by carehha17@gmail.com on 4/3/2025 3:03 PM

Case Id: 19016

Name: C.A.R.E Agency, LLC

Address: *No Address Assigned

B. Organization Profile

Please provide the following information.

B.1. Describe how the mission and purpose of the agency align with the funding priority area.

The initiative is designed to reduce homelessness among veterans and chronically homeless adults in Pinellas County. Our mission is to educate and promote the well-being of individuals living with mental health challenges and homelessness. Through compassionate support, accessible resources, and community education, we aim to empower individuals to lead fulfilling lives and foster a greater understanding of mental health in society.

B.2. Describe your board membership and how the board is reflective of the target population.

The board member of Care Minds, INC has experienced some sort of homeless in their lifetime and come from a diverse background. Each member has experience in healthcare or community service which is helpful to understanding the concept and population of homelessness. They actively engages with individuals experiencing homelessness and incorporates their perspectives into decision-making.

B.3. Explain the organization's experience relevant to the proposed priority area.

C.A.R.E Agency, LLC is the mother company of Care Minds, INC. C.A.R.E Agency currently provides assistance to the homeless medical needy veterans with a successful discharge to independence. We both entities being related. The weekly meetings with HMIS gives a close insight on veterans in the surrounding area and what assistance is needed for each.

B.4. Describe your onboarding process and program implementation timeline across the organization and for this program.

Onboarding consent of stage 1: Performing an intake/assessment to make sure the individual meets the need of the program. Stage 2: The client enters the program where he or she will undergo recovery from medical conditions. At the start of admission the individual meets with case management to start housing plan and mental health assistance. Stage 3: Housing plan is the main topic and finding resources for assistance. Stage 4. Housing is obtained and veteran is transitioned into independent living.

C. Community Needs

Completed by carehha17@gmail.com on 4/3/2025 11:28 PM

Case Id: 19016

Name: C.A.R.E Agency, LLC

Address: *No Address Assigned

C. Community Needs

Please provide the following information.

C.1. Clearly identify the need to be addressed through the proposed program.

The documented need for for comprehensive homeless prevention and support services in Pinellas County, which is one of the priority area of the Social Action Funding. By targeting homeless veterans and unstably housed adults with intensive support, Care Minds' project directly address this high-need population, aligning with Pinellas County's priority to reduce homelessness among disadvantaged residents.

C.2. Provide current supporting statistics or data specific to Pinellas County such as needs assessments, interviews, waiting lists, surveys, trends and/or analyses to demonstrate the need described in C1.

In the most recent count Pinellas had over 2,100 people experiencing homelessness, including 292 homeless veterans- the highest number of homeless veterans among similar communities. The local VA estimates the true scale may be even greater, with roughly 1,000 homeless veterans in the Bay Pines area.

<https://baynews9.com/fl/tampa/news/2024/01/26/pinellas-pit-count#:~:text=Last%20month%2C%20the%20U,292%20people.>

C.3. Is the program new and innovative, or is funding sought to expand capacity or service in an existing program, or continuation of current funding? No points to be assessed for this question.

New Program

C.4. If new and innovative, discuss what is currently being done in the community to address the need and how this program differs to provide better results. If expanding capacity, describe the current services available in the community, numbers unserved, and how the proposed program will reduce the number of unserved. If continuation of funding discuss what has been done to obtain alternate funding?

The veterans meet with our case manager for 2 hours a week to address the barriers and needs to be successfully discharged. During those meetings, challenges are discussed, check-off list are completed in order for veteran to be ready for next stage. If at any point veteran has barriers an addendum is made to the assessment and reassessment is perform to better suit the veteran. The program will continue to monitor the veterans for up to 6 months for progress.

If currently funded, please provide outcomes/utilization/success?



Outcomes/Utilization/Success

***No files uploaded*

C.5. Describe how the proposed program will coordinate with existing programs in the community. If program is working with partners, please include a collaborative letter showing how both sides would be working on project. Currently, our veterans worked closely with social workers and with SSVF, HUD-VASH, St. Vincent De Paul to safely house the veterans.

Please upload Collaborative Letter



Collaborative Letter

CARE Agency LLC Statement of fact for Pinellas Co 3.28.25.pdf

D. Scope of Services

Completed by carehha17@gmail.com on 4/3/2025 7:50 PM

Case Id: 19016

Name: C.A.R.E Agency, LLC

Address: *No Address Assigned

D. Scope of Services

Please provide the following information.

Program Specifics

D.1. Describe the proposed program. Services to be delivered should be clearly identified. Include information regarding evidence-based practices or best practice models used, if applicable.

Care Minds, Inc propose to expand our existing homeless services program to reach more veterans and at-risk adults and help them transition from crisis to stability. All services will be delivered using a trauma-informed, "housing first approach- meaning we prioritize getting clients into safe housing as quickly as possible while wrapping around supportive services. Services are: Expanded Case Management, Housing Navigation, Down-payment and Rental assistance, Outreach and Engagement

D.2. What will the funding be used to purchase or pay for to support the program? This should align with the attached Annual Budget and Operational Narrative and the selected priority area (A.12. of the application). Include how does this funding request supplement, not duplicate, current program funding?

Approximately 60% of the funds will cover personnel costs for the services-chiefly, the salary and benefits for the new case manager focused on veteran housing stability, and a stipend for the contracted mental health counselor/group facilitator. Another 25% of the funds (roughly 12,500) is earmarked for the Housing Assistance Fund (for deposits, rent assistance as described). The remaining 15% will support operational costs associated with program expansion, such as outreach travel expenses(hygiene kits for outreach, bus passes, supplies for clients, etc), and training materials for the life-skills workshops. There is no charge for an indirect or overhead to the grant. We anticipate in raising at least 10,000 in private donations over the next year specifically earmarked for veteran services and we will apply for at least two relevant foundation grants.

D.3. Describe program services including frequency, duration and intensity. Example: Weekly financial literacy sessions for 20 clients for 6 months or completion of curriculum.

Housing stability outcomes at least 20 homeless veterans will obtain permanent housing as a result of the program. This included those placed into HUD-VASH voucher, SSVF rapid rehousing apartments, or other long-term housing solutions. We anticipate 85% or more of those housed will maintain housing for at least 6 months(tracked through follow-ups and HMIS data). Additionally, at least 10 households will receive security deposits or rental assistance enabling them to secure housing they otherwise could not afford. Veterans will meet with case management weekly for at least a hour during initial phase. Initial phase can last from 30-60 days depending on the veteran.

D.4. What is the target population and eligibility criteria for the program?

Our program will contribute to a reduction in the number of unsheltered homeless veterans in the Pinellas County. We project that at least 25% of the veterans enrolled who completes our program will achieve stable housing with the ongoing supports(this percentage accounts for those with severe challenges who may take longer than the grant period to fully stabilize). We will monitor each client for up to 12 month; our target is that at least 85% of those housed do not return to homelessness during the grant period.

D.5. Provide the geographic service area(s) and hours and days for the program during contract period.

Program hours will be standard weekdays with on-call support as needed for emergencies. Hours are 8-5:30 Monday-thru Friday and after hours for emergencies starting Friday after 5:30pm.

D.6. Describe the program staff, including qualifications, expertise, and credentials, if required.

Our team is small but highly dedicated and skilled. Our Executive Director is a Registered Nurse(RN) with specialization in mental health and has managed clinical programs for underserved populations. The founder has a personal passion for veteran services-it has been a lifelong goal to assist homeless veterans. Another Registered Nurse(RN) has a background in case management and mental health. Our licensed Occupational Therapist oversees clients weekly and helps them regain functional skills after hospitalization.

E. Program Outcomes and Goals

Completed by carehha17@gmail.com on 4/3/2025 9:33 PM

Case Id: 19016

Name: C.A.R.E Agency, LLC

Address: *No Address Assigned

E. Program Outcomes and Goals

Please provide the following information.

E.1. Describe the goal(s) of the program using the Program Goals and Outcomes Template [Program Goals and Outcomes Template](#). Please download, complete, and upload below. Include for each goal being addressed:

- **Outcomes** - *Describe the changed state in the program participants or broader community that can be measured and identified. Include % change.*
- **Indicators** - *Identify qualitative and quantitative indicators to measure the outcomes.*
- **Methods of Evaluation** - *Identify how these outcomes will be measured (e.g. surveys, staff observation, program plans, assessments, self-reports.*
- **Measurement Intervals** – *Identify when the measures will be captured. (The goals and objectives must be measurable within a twelve (12) month period.)*



Outcomes and Goals Template Save as Outcomes and Goals Agency name *Required

FY24 SAF Outcomes and Goals Template.docx

E.2. What information will be collected to demonstrate program success?

We will utilize both quantitative and qualitative evaluation methods. We will use data points like housing status, income level, and health service linkage are recorded on intake, at regular intervals and at program exit. Indicators for each outcome include number of housing placements, housing retention rate, number of health appointments(through Care Minds) completed, mental health attendance records, employment status changes, and income changes.

E.3. Describe how client/individual data is collected. (Please be specific on the platform your program uses if you collect data electronically, and the interval at which data is collected)

Methods of evaluation will include HMIS, our internal database. We will capture data at multiple intervals - at program entry, at exit, and follow-ups 3- and 6-months. This will all us to measure short-term and longer-term outcomes(like sustained housing.)

F. Budget

Completed by carehha17@gmail.com on 4/3/2025 9:54 PM

Case Id: 19016

Name: C.A.R.E Agency, LLC

Address: *No Address Assigned

F. Budget and Financial Sustainability

Please provide the following information.

F.1. Total Agency budget for entire organization (local) This should be the largest amount.

\$150,000.00

F.2. Total Program budget. Amount currently allocated to fund the program with the requested Social Action Funding.

\$150,000.00

F.3. Total Pinellas County Social Action Funding request.

\$50,000.00

F.4. What percentage of the program budget will be funded with Pinellas County Social Action Funding?

100.00%

F.5. What other funders also financially support this program? To include the amount of funding and what those funds are used for.

none at this time.

F.6. What other Pinellas County funding does the organization receive for any and all programs?

none at this time

F.7. Describe the organizations plan for financial and program sustainability beyond fiscal year 2026.

We are actively pursuing multiple funding streams to support the homeless services program. This includes billing services such as medicaid reimbursement for eligible services. By FY26, we plan to become a medicaid provider for case management and possibly for outpatient counseling. We anticipate raising at least 10,000 in private donations over the next year specifically earmarked for veteran services and apply for at least 2 relevant foundation grants locally and federally.

F.8. Please download and complete the [Annual Budget](#) form.



Annual Budget Narrative ***Required**

FY26 Annual Budget Report (1).pdf

G. Required Documents

Completed by carehha17@gmail.com on 4/4/2025 3:48 PM

Case Id: 19016

Name: C.A.R.E Agency, LLC

Address: *No Address Assigned

G. Required Documents

Please upload the following documents.

Documentation



Proof of 501(c)(3) status save as 501c3 Agency name *Required

care minds irs 501cs status.jpg



Proof of incorporation in the State of Florida for at least one (1) year Save as Incorporation Agency name

***Required**

sun biz for care_2.jpg



Most Recent Financial and Single Audit (required if available) or IRS Form 990 (only if audit unavailable) Save as Audit Agency name *Required

form 990_1.jpg

form 990_6.jpg

form 990_5.jpg

form 990_3.jpg

form 990_3.jpg

form 990_2.jpg

form 990_1.jpg

form 990_13.jpg

form 990_12.jpg

form 990_11.jpg

form 990_10.jpg

form 990_9.jpg

form 990_8.jpg

form 990_1.jpg



W-9 with legal name which matches that of applicant name Save as W9 Agency name *Required

W9 CareMinds .jpg



Current Certificate of Insurance Save as Insurance Agency Name **Required*

document.pdf



Completed [Internal Control Checklist](#) Save as Internal Control Checklist Agency name **Required*

C.A.R.E Agency. LLC-timesheets.pdf

Internal Control Checklist 2022 (1).pdf



[Annual Budget](#) Report Save as Annual Budget Agency name **Required*

FY26 Annual Budget Report (1).pdf



Outcomes and Goals Template Save as Outcomes and Goals Agency name **Required*

FY24 SAF Outcomes and Goals Template.docx



Current state licenses or registrations

***No files uploaded*



Local Agency Organizational Chart Save as Org chart Agency name **Required*

care minds organizational chart.png



Program Job Descriptions, if funding supports salaries if applicable Save as Job Descriptions Agency name

Case Management job description.pdf



[Housing First Checklist, if applicable](#) Save as Housing First Agency name

***No files uploaded*



Shelter Entrance Criteria, if applicable Save as Shelter Entrance Criteria Agency name

***No files uploaded*

☒ [Data Control Questionnaire](#) Save as Data Control Questionnaire Agency Name ***Required**

Data Control Questionnaire.pdf

☒ [HS E-Verify Affidavit](#) Save as Everify Agency name ***Required**

Doc - Apr 4 2025 - 12-51 PM.pdf

Care Minds_ E-Verify.pdf

☒ **Board Member List, Including mailing and email addresses and phone numbers, if applicable Save as Board Members Agency name**

Care Minds,INC Board Members_.pdf

☐ **Accreditation, if applicable Save as Accreditation Agency name**

***No files uploaded*

☒ [Human Trafficking Affidavit](#) Save as Human Trafficking Agency Name ***Required**

human trafficking.jpg

Care Minds Affadavit.pdf

☐ **Travel / Mileage policy if funding is requested Save as Travel policy Agency name**

***No files uploaded*

☐ **Conflict of Interest Policy if available Save as Conflict of Interest Agency name**

***No files uploaded*

☐ **Program Policy and Procedures if available Save as Program Policy and Procedures Agency Name**

***No files uploaded*

Submit

Completed by carehha17@gmail.com on 4/4/2025 3:49 PM

Case Id: 19016

Name: C.A.R.E Agency, LLC

Address: *No Address Assigned

Certification

Once an application is submitted, it can only be "Re-opened" by an Administrator.

By clicking submit, I certify that I am an authorized representative of the proposing agency and the information contained in this application is true and accurate to the best of my knowledge and due diligence.

I also understand that applications are limited to one per organization, and if more than one application is submitted by my organization, only the most recent will be considered for funding.

Authorized Representative Signature

Thalia shurns

Electronically signed by carehha17@gmail.com on 4/4/2025 3:49 PM

Date Submitted

04/04/2025

Program Description

Completed by ekey@uwsuncoast.org on 3/24/2025 1:15 PM

Case Id: 19034

Name: United Way Suncoast

Address: *No Address Assigned

Program Description

Please provide the following information.



Social Action Funding Application for the funding period of October 1, 2025 - September 30, 2026

**Pinellas County Board
of County
Commissioners**
Human Services
440 Court St, 2nd Floor
Clearwater, FL 33756

Pinellas County Human Services is accepting applications from qualified non-profit organizations desiring to provide social services to low-income residents of Pinellas County.

The Social Action Grant Program provides funding to social service organizations for priority services that directly support Pinellas County.

The attached Social Action Grant Program application instructions outline the competitive process for the selection of organizations to receive Social Action Funding Grants as allocated by the Pinellas County Board of County Commissioners (Board) for FY 2026

Funding applications are limited to a minimum of \$10,000.00 and a maximum of \$150,000.00. Only one (1) application may be submitted per agency. Applicants may apply for either a large award (\$100,000.00 - \$150,000.00), or a small award (\$10,000.00 - \$99,999.00). A maximum of five large awards will be made, with the remainder of funding allocated to small awards. The amount requested does not guarantee an award. Actual awards will be based on the recommendation of the review committee and approval of the Board. The funding priorities for the Social Action Grant Program are:

- **Food and Nutritional Services:** including food banks, meal delivery, congregate dining, and related supportive services.
- **Homeless Prevention and Supportive Services:** including homeless outreach and engagement, prevention and diversion services, system navigation, and shelter and housing support.
- **Healthcare and Human Services for Disadvantaged Residents:** including, but not limited to, specialized healthcare services, workforce development, life skills training and support, transportation or mobility assistance, chore services, health and hygiene support, and specialized mentoring or educational programs for disadvantaged populations.

- **Supportive Services for an Aging Population:** any of the above listed types of programs or additional supportive programs targeted to an aging population.

The submission deadline for all applications is April 4, 2025 at 4:00 PM (no exceptions). Organizations must utilize the online application through the Neighborly System. Please allow ample time for submission and technological challenges, as late applications will not be accepted. For questions regarding your application, please contact: Amanda Craft at acraft@pinellas.gov.

ELIGIBILITY CRITERIA

☒ The applicant organization must agree to the terms and conditions contained in the Pinellas County Social Action Program Agreement. **NO EXCEPTIONS** to the terms and conditions of the agreement will be permitted. The County reserves the right to update these terms and conditions from time to time and as needed to meet the needs of the County.

DISCLAIMER

☒ Pinellas County Government reserves the right to: 1) cancel the application process; 2) accept or reject any or all applications received; 3) waive any non-substantive deficiency or irregularity, waive or remedy any technical or immaterial errors; 4) request any necessary clarifications of proposal data without changing the terms of the proposal; 5) negotiate with any qualified applicant; 6) award a contract in what it believes to be the best interest of the County; 7) cancel the request, in part or its entirety, if it is deemed to be in the best interest of the County; 8) reject the program of any applicant that has previously failed to perform properly; 9) reject the program of any applicant who has failed to complete a contract within the specified timeframe; 10) reject the program of any applicant that is not in a position to fulfill a resulting contractual obligation.

EXCLUSIONS

The following are not eligible for Social Action Grant funding:

1. Capital Expenses
2. Improvements to Real Properties
3. Indirect Cost Rate (e.g. a fixed % of the program budget; direct costs are allowable)
4. Research studies or technical assistance
5. Employee or volunteer incentives
6. Legal fees or any expenses specifically related to criminal activity including court costs, citations, restitution, child support, alimony, or immigration related expenses
7. Alcohol, tobacco, firearms or lottery tickets
8. Expenses related to immigration or returning to country of origin
9. Gift Cards
10. Money orders
11. Property taxes
12. Vehicle purchases

FATAL CRITERIA

- Agency has not been incorporated in the State of Florida for a minimum of one (1) year.
- Agency does not have a 501 (c) (3) status for a minimum of one (1) year.
- Agency is not in compliance with an existing County contract at the time of submission.
- Agency's proposal is under/over the minimum (\$10,000.00)/ maximum (\$150,000.00).
- Application is late (system will not allow incomplete or late submissions).
- Application does not include a budget.

Please [CLICK HERE](#) to download a copy of the full program description.

☒ I acknowledge that I have clicked the above link and reviewed all program documentation.

Please [CLICK HERE](#) to download a copy of the Agreement.

☒ I acknowledge that I have clicked the above link and reviewed and agree to all terms.

Please [CLICK HERE](#) to view Frequently Asked Questions

NOTE: Incomplete applications will not be accepted by the system.

Eligibility

Completed by ekey@uwsuncoast.org on 3/24/2025 1:18 PM

Case Id: 19034

Name: United Way Suncoast

Address: *No Address Assigned

Eligibility

Please provide the following information.

1. Is the applicant organization a non-profit 501 (c) (3) organization for at least one (1) year and incorporated in the State of Florida for at least one (1) year prior to date of application? The program is funded by local tax revenue. As such, publicly funded organizations are not eligible for awards under this solicitation.

Yes

2. Is the applicant organization the organization providing the proposed services? Subcontracting of contractual services is prohibited.

Yes

3 Do the proposed programs/services serve residents of Pinellas County?

Yes

4. Is the mission of the applicant organization consistent with the goals of the Social Action Grant Program to address the health, economic, and social well-being of Pinellas County residents in need of assistance? The applicant organization must not discriminate against any applicant for employment or employee with respect to hire, tenure, terms, conditions or privileges of employment or any matter directly or indirectly related to employment or against any client because of age, sex, race, ethnicity, color, religion, national origin, disability, marital status, or sexual orientation.

Yes

5. Does the applicant organization discriminate against any person on the basis of age, sex, race, ethnicity, color, religion, national origin, disability, marital status or sexual orientation in admission, treatment, or participation in its programs, services and activities?

No

6. Do the programs proposed by faith-based organizations have a secular purpose, and do not require worship or religious instruction activities? Services provided by faith-based organizations must be available to all Pinellas County residents, not solely for congregation members.

N/A

7. Are you an individual seeking financial assistance for yourself or another individual?

No

A. Agency Information

Completed by ekey@uwsuncoast.org on 4/4/2025 10:51 AM

Case Id: 19034

Name: United Way Suncoast

Address: *No Address Assigned

A. Agency Information

Please provide the following information.

LEGAL AGENCY INFORMATION (FOR CONTRACT)

A.1. Legal Organization Name

United Way Suncoast Inc.

A.2. DBA (if applicable)

United Way Suncoast

A.3. Legal Address

4925 Independence Pkwy Ste. 120 Tampa, FL 33634--7548

PROJECT INFORMATION

A.4. Program Name/Project Title

North Greenwood Resource Center

A.5. Summary - provide a brief summary of program and how funding would be utilized.

The funding will be utilized to support the efforts at the North Greenwood Resource Center (NGRC) located in Clearwater. The NGRC is a historically African American neighborhood with approximately 6,000 residents. North Greenwood faces economic challenges and 51% of its residents live below the Federal Poverty Level, representing the largest concentration of poverty in Pinellas County. NGRC provides financial stability services such as workforce development training, weekly meal distribution, and case management services with links to affordable childcare, healthcare, public benefits, necessities, financial literacy and coaching.

A.6. Physical Program Address

1320 N. Martin Luther King Jr. Ave Clearwater, FL 33755

A.7. Program Manager First Name

Millicent

A.8. Program Manager Last Name

Battle

APPLICATION CONTACT INFORMATION

A.19. First Name

Patrick

A.20. Last Name

Doyle

A.21. Contact Person/Title

VP, Grant Development

A.22. Contact Email

pdoyle@uwsuncoast.org

A.23. Telephone

6512494955

A.24. Executive Officer with signing authority First Name

Jessica

A.25. Executive Officer with signing authority Last Name

Muroff

A.26. Executive Officer Title

CEO

A.27. Executive Officer Email

jmuroff@uwsuncoast.org

A.28. Executive Officer Phone Number

(813) 274-0907

A.9. Program Manager Title

Manager, Financial Stability

A.10. Program Manager Email

mbattle@uwsuncoast.org

A.11. Program Manager Phone Number

(727) 655-9778

A.12. Social Action Funding Priority Area

Note: Only one (1) application may be submitted per organization. If more than one is submitted, only the first will be considered for funding.

Healthcare and Human Services for Disadvantaged Residents

A.13. Funding Category **ONLY SELECT ONE**

☐ \$10,000.00-\$99,999.00

☒ \$100,000.00-\$150,000.00

A.14. Total Amount Requested

Note: Max request is \$150,000.00

\$150,000.00

A.15. Taxpayer/Employer ID

59-3725701

A.16. Unique Entity Identifier (UEI- Federal SAM.GOV Number, if registered

WNLZLSAA2H23

A.17. Date of incorporation in Florida

05/30/2001

A.18. Date of 501(c)(3) Status

03/01/2002

B. Organization Profile

Completed by ekey@uwsuncoast.org on 4/4/2025 10:55 AM

Case Id: 19034

Name: United Way Suncoast

Address: *No Address Assigned

B. Organization Profile

Please provide the following information.

B.1. Describe how the mission and purpose of the agency align with the funding priority area.

United Way Suncoast mobilizes communities to action so all can thrive. UWS provides pathways to education and financial stability that give everyone in our community the freedom to rise. Proposed programming supports workforce development and life skills training for disadvantaged populations. It also supports free meals for those receiving other services.

B.2. Describe your board membership and how the board is reflective of the target population.

United Way Suncoast's Board of Directors is made up of 47% women and 53% men. The ethnicity of the Board is comprised of 77% White, 17% Black, and 6% Hispanic members. UWS strives to maintain a diverse group of leaders to reflect the diversity of the community it serves.

B.3. Explain the organization's experience relevant to the proposed priority area.

The North Greenwood Resource Center, located at 1310 North Martin Luther King Jr. Avenue in Clearwater, Florida, is a community facility operated by United Way Suncoast. It aims to enhance financial stability and educational opportunities for residents through a variety of services and partnerships. Services Offered: Job Searches and Resume Building: Assistance with employment searches and crafting professional resumes. Computer Access: Availability of computers for job applications, research, and other needs Financial Assistance: Guidance on financial planning and access to relevant resources. Fax and Copy Services: Support for document transmission and duplication. Notary Services: Certified notary assistance for official documents. Weekly Meal Distribution In partnership with the Pinellas County School District and St. Petersburg College, the center provides educational programs such as Credit Recovery and Dual Enrollment, offering students opportunities to advance academically. These collaborations aim to support youth development, economic growth, and lifelong education within the North Greenwood community. Additionally, the center provides resources for families and individuals to connect with ACCESS, healthcare plans, and other programs that contribute to financial stability.

B.4. Describe your onboarding process and program implementation timeline across the organization and for this program.

United Way Suncoast is currently in the process of hiring a Manager, Financial Stability to be assigned specifically to the North Greenwood Resource Center (the previous staff member left early in 2025, so this is not a new position, just currently vacant.) Millicent Battle in the Financial Stability Manager assigned to the Campbell Park neighborhood in St. Petersburg and is temporarily filling in during this interim. May-June: Hiring process to identify eligible candidate to offer the Financial Stability Manager position July 1, 2025: New Manager, Financial Stability begins and UWS FY26 begins September 1-30, 2025: Manager, Financial Stability will meet with community partners to strategize for annual delivery of services October 1, 2025: Pinellas County Social Action Funding begins December 8, 2025: Tentative start date for Workforce Development Training Cohort 1 January 30, 2026: Quarterly Reporting for Quarter 1 (10/1/2025-12/31/2025) April 30, 2026: Quarterly Reporting for Quarter 2 (1/1/2026-3/31/2026) June 15, 2026: Tentative start date for Workforce Development Training Cohort 2 July 31, 2026: Quarterly Reporting for Quarter 3 (4/1/2026-6/30/2026)

C. Community Needs

Completed by ekey@uwsuncoast.org on 4/4/2025 11:11 AM

Case Id: 19034

Name: United Way Suncoast

Address: *No Address Assigned

C. Community Needs

Please provide the following information.

C.1. Clearly identify the need to be addressed through the proposed program.

United Way Suncoast provides services for low- and moderate-income households. ALICE (Asset Limited, Income Constrained, Employed) households earn more than the Federal Poverty Level, but not enough to afford the necessities where they live. ALICE households and households living below the Federal Poverty Level are forced to make tough choices, such as deciding between quality childcare or paying the rent. These choices have long-term consequences not only for their families, but for all. In Pinellas County, United Way Suncoast focuses on addressing key community needs related to financial stability, education, and community support. The primary areas of need include: Workforce Development – job training and employment assistance Economic Stability – financial literacy & coaching, tax preparation assistance Education & Youth Development – early childhood education through barriers to higher education Community Resources & Social Services – Case management assistance linking low-income families to affordable childcare, healthcare, public benefits, and basic necessities

C.2. Provide current supporting statistics or data specific to Pinellas County such as needs assessments, interviews, waiting lists, surveys, trends and/or analyses to demonstrate the need described in C1.

In Pinellas County (Total Households 425,255) there is 13% of families living below the Federal Poverty Level and 34% of families identified as ALICE, moderate-income, but struggling to afford necessities. These families benefit from public benefits, affordable childcare, financial literacy & coaching, and free tax preparation assistance to afford necessities and develop financially to reach a level of financial security and thrive. As of December 2024, Pinellas County reported an unemployment rate of 3.2%, however, in areas concentrated with low-income families the rates are notably higher at up to 12%. A study conducted to evaluate the Pinellas County School District, “The Power of Early Childhood Education: A vision to support our youngest learners”, found that in Pinellas County 69% of children in the county are kindergarten ready. This leaves one-third of the children entering kindergarten not prepared. The high school graduation rate in Pinellas County for the 2023-2024 academic year was 91.5%, surpassing the state average of 89.7%. However, high school graduation rates exhibit notable disparities between economically disadvantaged students and their more affluent peers. Specifically, economically disadvantaged students have a graduation rate of 82%, while non-economically disadvantaged students graduate at a rate of 93.6%. This 11.6 percentage point gap underscores the challenges faced by low-income students in completing their high school education.

C.3. Is the program new and innovative, or is funding sought to expand capacity or service in an existing program, or continuation of current funding? No points to be assessed for this question.

Expand Capacity or Service

C.4. If new and innovative, discuss what is currently being done in the community to address the need and how this program differs to provide better results. If expanding capacity, describe the current services available in the community, numbers unserved, and how the proposed program will reduce the number of unserved. If continuation of funding discuss what has been done to obtain alternate funding?

United Way Suncoast is addressing the rising needs of low- and moderate-income families in Pinellas County through a

combination of workforce development, education initiatives, financial stability programs, and community partnerships. Our strategic approach focuses on breaking the cycle of poverty and promoting long-term self-sufficiency. UWS has expanded its workforce development partnerships to include St. Petersburg College providing skill-based trainings. Another community partner identified with an expanded support service is Eleos (formerly PEMHS). UWS contracts with Eleos to assist with case management services providing linkages and referrals to community-based services and resources. (Eligible portions of this work are included in the budget of this grant request, while the contracted services that are not eligible for SAF funding will be supported by other fundraising.) North Greenwood Resource Center had 1,507 community members served at the center last year, 393 of these participated in case management services, and 16 completed phlebotomy training. We anticipate serving 1,800 for this upcoming year, 500 of these to participate in case management services, and 20 completing phlebotomy training.

If currently funded, please provide outcomes/utilization/success?



Outcomes/Utilization/Success

***No files uploaded*

C.5. Describe how the proposed program will coordinate with existing programs in the community. If program is working with partners, please include a collaborative letter showing how both sides would be working on project.

United Way Suncoast partners with community partners to provide needed support services for the community. The community partners that are essential for delivery of services in Pinellas County are as follows: Eleos (Formerly known as PEMHS)– Case management services to provide linkages and referrals for needed community-based services and resources Clearwater Police Department – Provides in-kind space for the North Greenwood Resource Center to deliver services St. Petersburg College – Delivers skill-based training opportunities in phlebotomy 360 Eats – Prepares hot meals for weekly meal distribution

Please upload Collaborative Letter



Collaborative Letter

Clearwater_United Way SAF.pdf

Collaborative Letter.pdf

Eleos_MOU_FormerlyKnownasPEMHS.pdf

D. Scope of Services

Completed by ekey@uwsuncoast.org on 4/4/2025 11:14 AM

Case Id: 19034

Name: United Way Suncoast

Address: *No Address Assigned

D. Scope of Services

Please provide the following information.

Program Specifics

D.1. Describe the proposed program. Services to be delivered should be clearly identified. Include information regarding evidence-based practices or best practice models used, if applicable.

The Village Model for Workforce Development program is a community-centered approach that leverages collective resources and support systems to help individuals achieve economic self-sufficiency. This model is particularly beneficial for low-income and marginalized communities as it fosters collaboration, mentorship, and long-term success. Support services include help with housing, utilities, childcare, uniforms, training equipment, food security, financial literacy, and transportation. Holistic Support System – local businesses, nonprofits, educational institutions, and government agencies to provide a network of support Long-term Career Pathways – Beyond entry-level jobs with opportunities for continuing education opportunities to ensure long-term growth. Strong Employer Partnerships – Established employer pipeline with employers such as Tampa General Hospital, St. Joseph Hospital, Quest Diagnostics, Moffitt Cancer Center, etc. Intergenerational Economic Impact – Providing opportunities to engage families and youth providing financial literacy, and career development for adults and educational support for children, ensuring future generations benefit. Food Distribution – NGRC distributes 150 meals weekly to community members to address food insecurity.

D.2. What will the funding be used to purchase or pay for to support the program? This should align with the attached Annual Budget and Operational Narrative and the selected priority area (A.12. of the application). Include how does this funding request supplement, not duplicate, current program funding?

United Way Suncoast will utilize the funding provided by Pinellas County Social Action Funding for support for the following expenses: Manager, Financial Stability for N. Greenwood Resource Center (1.00) - \$62,730 Senior Manager, Financial Stability (0.17) - \$12,720 Director, Financial Stability (0.18) - \$15,650 Communications (Internet/Phone/Fax/Six Watch Services) - \$7,720 Food (Weekly Meal Distribution at \$5.60/meal X 150/weekly X 52 weeks) - \$43,680 Repairs and Maintenance for N. Greenwood Resource Center - \$5,000 (flooring) Transportation assistance for referrals - \$1,000 (staff mileage) Other - \$1,500 (printing) Total Request = \$150,000 We are currently fundraising for this programming during the Social Action Funding grant period (10/1/25-9/30/25) via grant requests and unrestricted giving, so this request does not duplicate any secured funding.

D.3. Describe program services including frequency, duration and intensity. Example: Weekly financial literacy sessions for 20 clients for 6 months or completion of curriculum.

The following program services are provided by North Greenwood Resource Center: Workforce Development Training – 2 cohorts provided annually – 10 participants/cohort Meal Distribution – Weekly Distribution – 150 community members served/week Case Management – Daily Linkages and Referrals for services – 20 community members served/week

D.4. What is the target population and eligibility criteria for the program?

The target population is low- and moderate-income community members. The low-income community members are

living below the Federal Poverty Level. The moderate-income community members are identified as ALICE (Asset Limited, Income Constrained, Employed). These community members are living above the Federal Poverty Level without significant financial resources to afford the basic necessities.

D.5. Provide the geographic service area(s) and hours and days for the program during contract period.

The North Greenwood Resource Center is located at 1310 North Martin Luther King Jr. Ave., Clearwater, FL 33755. This resource center serves residents throughout Pinellas County but is primarily utilized by the local North Greenwood neighborhood. The center is open Mondays – Thursdays from 8:30am-4:30pm and Fridays by appointment only.

D.6. Describe the program staff, including qualifications, expertise, and credentials, if required.

The Manager of Financial Stability assigned to North Greenwood meets the following qualifications: Requires four or more years of relevant experience, including management experience Bachelor's degree in a related field, equivalent training or experience accepted in lieu Bilingual or multilingual (English/Spanish/Creole) a plus Summary of job responsibilities: Provide operational management for one or more of United Way Suncoast's impact areas in support of UWS's strategic direction and Community Impact Model related to Financial Security Collaborates to develop and implement detailed project plans, ensuring resource availability and allocation Provides oversight for assigned initiatives Ensures timely and appropriate data collection, analysis and reporting

E. Program Outcomes and Goals

Completed by ekey@uwsuncoast.org on 4/4/2025 11:16 AM

Case Id: 19034

Name: United Way Suncoast

Address: *No Address Assigned

E. Program Outcomes and Goals

Please provide the following information.

E.1. Describe the goal(s) of the program using the Program Goals and Outcomes Template [Program Goals and Outcomes Template](#). Please download, complete, and upload below. Include for each goal being addressed:

- **Outcomes** - *Describe the changed state in the program participants or broader community that can be measured and identified. Include % change.*
- **Indicators** - *Identify qualitative and quantitative indicators to measure the outcomes.*
- **Methods of Evaluation** - *Identify how these outcomes will be measured (e.g. surveys, staff observation, program plans, assessments, self-reports.*
- **Measurement Intervals** – *Identify when the measures will be captured. (The goals and objectives must be measurable within a twelve (12) month period.)*



Outcomes and Goals Template Save as Outcomes and Goals Agency name *Required

Outcomes and Goals_UnitedWaySuncoast.docx

E.2. What information will be collected to demonstrate program success?

Workforce Development outcomes collected: # of program participants enrolled in workforce development training
of program participants to complete the workforce development training # of program participants to successfully secure employment within three months of program completion # of participants receiving an increase in earnings post-program completion # of participants who passed the state exam Case Management linkages and referral outcomes collected: # of participants visiting the resource center # of participants receiving legal services # of participants receiving financial empowerment services # of participants who received case management # of meals distributed to community members # of individuals connected to basic needs services # of individuals receiving referrals

E.3. Describe how client/individual data is collected. (Please be specific on the platform your program uses if you collect data electronically, and the interval at which data is collected)

United Way Suncoast has a Data Team consisting of a Director of Data Analysis and two Managers of Data Analysis that collect and analyze data quarterly and produce an annual report of all program outcomes and a report interpreting these outcomes. Each UWS program collects participant data through intake forms and follow-up surveys to provide quarterly outcomes to the Data Team.

F. Budget

Completed by ekey@uwsuncoast.org on 4/4/2025 1:18 PM

Case Id: 19034

Name: United Way Suncoast

Address: *No Address Assigned

F. Budget and Financial Sustainability

Please provide the following information.

F.1. Total Agency budget for entire organization (local) This should be the largest amount.

\$20,846,623.00

F.2. Total Program budget. Amount currently allocated to fund the program with the requested Social Action Funding.

\$254,170.00

F.3. Total Pinellas County Social Action Funding request.

\$150,000.00

F.4. What percentage of the program budget will be funded with Pinellas County Social Action Funding?

59.00%

F.5. What other funders also financially support this program? To include the amount of funding and what those funds are used for.

United Way Suncoast has funds allocated for this program through its workplace campaigns and other unrestricted donations.

F.6. What other Pinellas County funding does the organization receive for any and all programs?

None

F.7. Describe the organizations plan for financial and program sustainability beyond fiscal year 2026.

United Way Suncoast has a sustainability plan that includes diversifying funding sources, grant acquisition, and stakeholder engagement. Diversified Funding Sources: Develop a balanced funding model that includes individual donations, corporate partnerships, grants, and endowments. Regularly assess and adjust the funding mix to mitigate risks associated with dependence on any single source. Grant Acquisition: Build a robust grant-writing team focused on securing funding for innovative programs and operational costs. Donor Relations: Implement a comprehensive donor engagement strategy that includes regular communication, impact reporting, and recognition programs to retain and grow donor support. Volunteer Engagement: Strengthen volunteer recruitment and retention by offering meaningful, skill-based opportunities and recognizing volunteer contributions through events and communications. Community Partnerships: Cultivate partnerships with local businesses, government agencies, and non-profits to leverage resources and amplify impact.

F.8. Please download and complete the [Annual Budget](#) form.



Annual Budget Narrative *Required

FY26 Annual Budget Report_UnitedWaySuncoast.xlsx

G. Required Documents

Completed by ekey@uwsuncoast.org on 4/4/2025 3:42 PM

Case Id: 19034

Name: United Way Suncoast

Address: *No Address Assigned

G. Required Documents

Please upload the following documents.

Documentation



Proof of 501(c)(3) status save as 501c3 Agency name *Required

501c3_UnitedWaySuncoast.pdf



Proof of incorporation in the State of Florida for at least one (1) year Save as Incorporation Agency name

***Required**

State of Floorida Inc_UnitedWaySuncoast.pdf



Most Recent Financial and Single Audit (required if available) or IRS Form 990 (only if audit unavailable) Save as Audit Agency name *Required

Audit_UnitedWaySuncoastFY23.pdf



W-9 with legal name which matches that of applicant name Save as W9 Agency name *Required

W_9_UnitedWaySuncoast.pdf



Current Certificate of Insurance Save as Insurance Agency Name *Required

CertificateLiabilityInsurance_UnitedWaySuncoast.pdf



Completed [Internal Control Checklist](#) Save as Internal Control Checklist Agency name *Required

Internal Control Checklist_UnitedWaySuncoast.docx

☒ [Annual Budget Report](#) Save as Annual Budget Agency name ***Required**

AnnualBudget_UnitedWaySuncoastFY25.pdf

☒ [Outcomes and Goals Template](#) Save as Outcomes and Goals Agency name ***Required**

Outcomes and Goals_UnitedWaySuncoast.docx

☐ [Current state licenses or registrations](#)

***No files uploaded*

☒ [Local Agency Organizational Chart](#) Save as Org chart Agency name ***Required**

OrgChart_UnitedWaySuncoast.pdf

☒ [Program Job Descriptions, if funding supports salaries if applicable](#) Save as Job Descriptions Agency name

JobDescription_UnitedWaySuncoast.docx

☐ [Housing First Checklist, if applicable](#) Save as Housing First Agency name

***No files uploaded*

☐ [Shelter Entrance Criteria, if applicable](#) Save as Shelter Entrance Criteria Agency name

***No files uploaded*

☒ [Data Control Questionnaire](#) Save as Data Control Questionnaire Agency Name ***Required**

Data Control Questionnaire_UnitedWaySuncoast.docx

☒ [HS E-Verify Affidavit](#) Save as Everify Agency name ***Required**

Everify_UWS_signed.pdf

☒ [Board Member List, Including mailing and email addresses and phone numbers, if applicable](#) Save as Board Members Agency name

☐ **Accreditation, if applicable Save as Accreditation Agency name**

***No files uploaded*

☒ **Human Trafficking Affidavit Save as Human Trafficking Agency Name *Required**

HumanTraffickingAffidavit_UWS_Signed.pdf

☒ **Travel / Mileage policy if funding is requested Save as Travel policy Agency name**

TravelPolicy_UnitedWaySuncoast.pdf

☒ **Conflict of Interest Policy if available Save as Conflict of Interest Agency name**

Conflict of Interest Policy_UnitedWaySuncoast.pdf

☐ **Program Policy and Procedures if available Save as Program Policy and Procedures Agency Name**

***No files uploaded*

Submit

Completed by ekey@uwsuncoast.org on 4/4/2025 3:43 PM

Case Id: 19034

Name: United Way Suncoast

Address: *No Address Assigned

Certification

Once an application is submitted, it can only be "Re-opened" by an Administrator.

By clicking submit, I certify that I am an authorized representative of the proposing agency and the information contained in this application is true and accurate to the best of my knowledge and due diligence.

I also understand that applications are limited to one per organization, and if more than one application is submitted by my organization, only the most recent will be considered for funding.

Authorized Representative Signature

Erika Key

Electronically signed by ekey@uwsuncoast.org on 4/4/2025 3:43 PM

Date Submitted

04/04/2025

Program Description

Completed by grantmanager@gswcf.org on 3/24/2025 2:39 PM

Case Id: 19036

Name: Girl Scouts of West Central Florida

Address: *No Address Assigned

Program Description

Please provide the following information.



Social Action Funding Application for the funding period of October 1, 2025 - September 30, 2026

**Pinellas County Board
of County
Commissioners**
Human Services
440 Court St, 2nd Floor
Clearwater, FL 33756

Pinellas County Human Services is accepting applications from qualified non-profit organizations desiring to provide social services to low-income residents of Pinellas County.

The Social Action Grant Program provides funding to social service organizations for priority services that directly support Pinellas County.

The attached Social Action Grant Program application instructions outline the competitive process for the selection of organizations to receive Social Action Funding Grants as allocated by the Pinellas County Board of County Commissioners (Board) for FY 2026

Funding applications are limited to a minimum of \$10,000.00 and a maximum of \$150,000.00. Only one (1) application may be submitted per agency. Applicants may apply for either a large award (\$100,000.00 - \$150,000.00), or a small award (\$10,000.00 - \$99,999.00). A maximum of five large awards will be made, with the remainder of funding allocated to small awards. The amount requested does not guarantee an award. Actual awards will be based on the recommendation of the review committee and approval of the Board. The funding priorities for the Social Action Grant Program are:

- **Food and Nutritional Services:** including food banks, meal delivery, congregate dining, and related supportive services.
- **Homeless Prevention and Supportive Services:** including homeless outreach and engagement, prevention and diversion services, system navigation, and shelter and housing support.
- **Healthcare and Human Services for Disadvantaged Residents:** including, but not limited to, specialized healthcare services, workforce development, life skills training and support, transportation or mobility assistance, chore services, health and hygiene support, and specialized mentoring or educational programs for disadvantaged populations.

- **Supportive Services for an Aging Population:** any of the above listed types of programs or additional supportive programs targeted to an aging population.

The submission deadline for all applications is April 4, 2025 at 4:00 PM (no exceptions). Organizations must utilize the online application through the Neighborly System. Please allow ample time for submission and technological challenges, as late applications will not be accepted. For questions regarding your application, please contact: Amanda Craft at acraft@pinellas.gov.

ELIGIBILITY CRITERIA

- ☒ The applicant organization must agree to the terms and conditions contained in the Pinellas County Social Action Program Agreement. **NO EXCEPTIONS** to the terms and conditions of the agreement will be permitted. The County reserves the right to update these terms and conditions from time to time and as needed to meet the needs of the County.

DISCLAIMER

- ☒ Pinellas County Government reserves the right to: 1) cancel the application process; 2) accept or reject any or all applications received; 3) waive any non-substantive deficiency or irregularity, waive or remedy any technical or immaterial errors; 4) request any necessary clarifications of proposal data without changing the terms of the proposal; 5) negotiate with any qualified applicant; 6) award a contract in what it believes to be the best interest of the County; 7) cancel the request, in part or its entirety, if it is deemed to be in the best interest of the County; 8) reject the program of any applicant that has previously failed to perform properly; 9) reject the program of any applicant who has failed to complete a contract within the specified timeframe; 10) reject the program of any applicant that is not in a position to fulfill a resulting contractual obligation.

EXCLUSIONS

The following are not eligible for Social Action Grant funding:

1. Capital Expenses
2. Improvements to Real Properties
3. Indirect Cost Rate (e.g. a fixed % of the program budget; direct costs are allowable)
4. Research studies or technical assistance
5. Employee or volunteer incentives
6. Legal fees or any expenses specifically related to criminal activity including court costs, citations, restitution, child support, alimony, or immigration related expenses
7. Alcohol, tobacco, firearms or lottery tickets
8. Expenses related to immigration or returning to country of origin
9. Gift Cards
10. Money orders
11. Property taxes
12. Vehicle purchases

FATAL CRITERIA

- Agency has not been incorporated in the State of Florida for a minimum of one (1) year.
- Agency does not have a 501 (c) (3) status for a minimum of one (1) year.
- Agency is not in compliance with an existing County contract at the time of submission.
- Agency's proposal is under/over the minimum (\$10,000.00)/ maximum (\$150,000.00).
- Application is late (system will not allow incomplete or late submissions).
- Application does not include a budget.

Please [CLICK HERE](#) to download a copy of the full program description.

☒ I acknowledge that I have clicked the above link and reviewed all program documentation.

Please [CLICK HERE](#) to download a copy of the Agreement.

☒ I acknowledge that I have clicked the above link and reviewed and agree to all terms.

Please [CLICK HERE](#) to view Frequently Asked Questions

NOTE: Incomplete applications will not be accepted by the system.

Eligibility

Completed by grantmanager@gswcf.org on 3/24/2025 2:47 PM

Case Id: 19036

Name: Girl Scouts of West Central Florida

Address: *No Address Assigned

Eligibility

Please provide the following information.

1. Is the applicant organization a non-profit 501 (c) (3) organization for at least one (1) year and incorporated in the State of Florida for at least one (1) year prior to date of application? The program is funded by local tax revenue. As such, publicly funded organizations are not eligible for awards under this solicitation.

Yes

2. Is the applicant organization the organization providing the proposed services? Subcontracting of contractual services is prohibited.

Yes

3 Do the proposed programs/services serve residents of Pinellas County?

Yes

4. Is the mission of the applicant organization consistent with the goals of the Social Action Grant Program to address the health, economic, and social well-being of Pinellas County residents in need of assistance? The applicant organization must not discriminate against any applicant for employment or employee with respect to hire, tenure, terms, conditions or privileges of employment or any matter directly or indirectly related to employment or against any client because of age, sex, race, ethnicity, color, religion, national origin, disability, marital status, or sexual orientation.

Yes

5. Does the applicant organization discriminate against any person on the basis of age, sex, race, ethnicity, color, religion, national origin, disability, marital status or sexual orientation in admission, treatment, or participation in its programs, services and activities?

No

6. Do the programs proposed by faith-based organizations have a secular purpose, and do not require worship or religious instruction activities? Services provided by faith-based organizations must be available to all Pinellas County residents, not solely for congregation members.

N/A

7. Are you an individual seeking financial assistance for yourself or another individual?

No

A. Agency Information

Completed by grantmanager@gswcf.org on 4/2/2025 12:22 PM

Case Id: 19036

Name: Girl Scouts of West Central Florida

Address: *No Address Assigned

A. Agency Information

Please provide the following information.

LEGAL AGENCY INFORMATION (FOR CONTRACT)

A.1. Legal Organization Name

Girl Scouts of West Central Florida

A.2. DBA (if applicable)

A.3. Legal Address

4610 Eisenhower Blvd. Tampa, FL 33634

PROJECT INFORMATION

A.4. Program Name/Project Title

Pinellas County Girl Scout Leadership Experience.

A.5. Summary - provide a brief summary of program and how funding would be utilized.

Girl Scouts of West Central Florida's volunteer-led staff supported model of the Girl Scout Leadership Experience is a community of girls and mentors empowering each other to achieve their fullest potential. Through enriching experiences in leadership development, community service, the outdoors, entrepreneurship, STEM and so much more, Girl Scouts build essential skills that last a lifetime while participating in programs that inspire confidence, educational and social development, and foster a sense of belonging and pride, girls become strong, compassionate leaders who make a positive impact on their communities and the world. Funding will support, memberships, uniforms, programming, supplies, staffing, printing costs, and training.

A.6. Physical Program Address

4610 Eisenhower Blvd. Tampa, FL 33634

A.7. Program Manager First Name

Marilyn

APPLICATION CONTACT INFORMATION

A.19. First Name

Erin

A.20. Last Name

Hollen

A.21. Contact Person/Title

Grant Manager

A.22. Contact Email

grantmanager@gswcf.org

A.23. Telephone

8132621696

A.24. Executive Officer with signing authority First Name

Mary Pat

A.25. Executive Officer with signing authority Last Name

King

A.26. Executive Officer Title

Chief Executive Officer

A.27. Executive Officer Email

mking@gswcf.org

A.28. Executive Officer Phone Number

(813) 262-1812

A.8. Program Manager Last Name

Defensor

A.9. Program Manager Title

Director of Pinellas & Pasco Counties

A.10. Program Manager Email

mdefensor@gswcf.org

A.11. Program Manager Phone Number

(813) 638-1587

A.12. Social Action Funding Priority Area

Note: Only one (1) application may be submitted per organization. If more than one is submitted, only the first will be considered for funding.

Healthcare and Human Services for Disadvantaged Residents

A.13. Funding Category **ONLY SELECT ONE**

☒ \$10,000.00-\$99,999.00

☐ \$100,000.00-\$150,000.00

A.14. Total Amount Requested

Note: Max request is \$150,000.00

\$53,114.00

A.15. Taxpayer/Employer ID

59-0624454

A.16. Unique Entity Identifier (UEI- Federal SAM.GOV Number, if registered

K6FND6DHBFG5

A.17. Date of incorporation in Florida

02/16/1961

A.18. Date of 501(c)(3) Status

11/29/2007

B. Organization Profile

Completed by grantmanager@gswcf.org on 4/2/2025 12:23 PM

Case Id: 19036

Name: Girl Scouts of West Central Florida

Address: *No Address Assigned

B. Organization Profile

Please provide the following information.

B.1. Describe how the mission and purpose of the agency align with the funding priority area.

The mission of Girl Scouts of West Central Florida (GSWCF) is to build girls of courage, confidence, and character who make the world a better place. Accomplished through programs that promote leadership development, community service, STEM education, outdoor activities, and life skills training, these initiatives are designed to foster the social, emotional, and educational growth of girls, helping them build the resilience and skills necessary to thrive. Our mission aligns closely with the funding priority of specialized mentoring and educational programs for disadvantaged populations. By empowering girls—especially those in underserved communities—to realize their full potential, we help them overcome barriers and achieve success. By targeting girls in disadvantaged communities, we are able to address the unique challenges they face, including limited access to mentorship. Through specialized mentoring within the Girl Scout Leadership Experience model, we provide a supportive environment where they can learn, grow, and access supportive adult mentors in a structured, safe space s to engage in educational programming fostering academic achievement, personal growth, and leadership. For 112 years, GSWCF has created a safe, fun space for local girls to explore their potential in a unique, girl-only space building courage through new adventures, confidence discovering their strengths, developing character, shaping values, and building lasting relationships. While all girls in Pinellas County are welcome to join Girl Scouts, some communities face barriers that limit their access to this life-changing experience, such as financial constraints, location, transportation challenges, language differences, and a lack of adult volunteers can prevent certain girls from participating. This support will allow us to overcome these barriers and target underrepresented, low-income areas where Girl Scouting has little to no presence. We serve 2,300 girls in Pinellas County, but only 485 girls who are disadvantaged. To ensure equitable access, we must focus on targeted, localized efforts, impacting girls specifically in Lealman, Pinellas Park, Campbell Park, South St. Petersburg and Largo. We have a long record of success in growing girls as leaders in Pinellas County and have improved the lives of tens of thousands of local girls. This support allows us to continue that partnership as we expand the Girl Scout Leadership Experience to more girls who are underrepresented through the expansion of our volunteer led, staff supported troop model initiative. Many girls experience barriers to participation in Girl Scouting and thus do not have the opportunity to achieve the positive outcomes. This effort provides opportunities for girls who otherwise wouldn't be able to participate to experience the long-term outcomes of the Girl Scout Leadership Experience.

B.2. Describe your board membership and how the board is reflective of the target population.

Girl Scouts of West Central Florida (GSWCF) is led by a diverse 22 member Board of Directors: a 6 member Executive Committee and 16 Members at Large, including 2 Girl Board Members representing our over 20,500 members' voices. Our Board of Directors and staff represent all of the eight counties we serve, including 3 board members from Pinellas County. Currently, 40% of our board members are BIPOC. Our Board Development Committee is working to increase representation from Hispanic/Latina community leaders, specifically.

B.3. Explain the organization's experience relevant to the proposed priority area.

We have 112 years of demonstrated success delivering a leadership experience that is girl-only and girl-led. Supported by research from the Girl Scout Research Institute, GSWCF provides an evidence-based and research-driven curriculum

that delivers improvements across five outcomes: strong sense of self, positive values, challenge seeking, healthy relationships, and community problem solving. We have seen success with our proposed volunteer-led staff supported model in Pasco County over the past three years and expanded this model to Marion County this year. This model implemented in Pasco County has removed barriers allowing many more girls and families to become engaged in Girl Scouting. The troops that participated overcame barriers of affordability, transportation, technology access and language. With these barriers removed, we have almost doubled the number of girls participating and we have a nearly 1:1 ratio of adult volunteers to girls in these troops. That means more families are engaged in Girl Scouting and their communities. We also have a decades long history working with girls who are disadvantaged in Pinellas County where we serve girls through several Neighborhood Family Centers across the county through funding from the Juvenile Welfare Board. Our NFC Troops demonstrate success when barriers to accessing Girl Scouting are removed and when these barriers are removed, girls participate at similar rates and achieve similar outcomes as their county-wide peers.

B.4. Describe your onboarding process and program implementation timeline across the organization and for this program.

This program will leverage existing, strong partnerships with Pinellas County Schools, which have demonstrated significant interest in expanding Girl Scout programming. Current collaborations, such as the 21st Century Afterschool Programs in South Pinellas, have expressed a desire for program expansion, contingent upon funding availability. These established relationships provide a solid foundation for immediate program implementation and expansion, ensuring efficient resource allocation and maximizing impact within underserved communities. Established strategic partnerships with organizations such as the YMCA, Neighborhood Family Centers, Boys & Girls Clubs, Salvation Army, Recreation Centers, and the Family Center on Deafness have fostered a strong sense of community trust in Girl Scout programs. This existing trust, built through collaborative efforts, will significantly facilitate our ability to reach and engage families who are eager to participate, ensuring program accessibility and maximizing impact within underserved communities. The hiring process for the Community Engagement Specialist position will commence during the summer of 2025. Following successful recruitment, comprehensive training will be provided to equip the specialist with the necessary program knowledge and resources to effectively support new Girl Scout members and troop leaders throughout the summer months. In the fall of 2025, targeted outreach and sign-up opportunities will be initiated. The Community Engagement Specialist will conduct meetings with families and disseminate information regarding Girl Scout program opportunities, with a specific focus on establishing troops within underserved areas of Pinellas County. This phased approach ensures a smooth program launch and maximizes the impact of the grant funding by providing timely support and resources to new participants. Troops will be established and volunteers will be trained and supported. The troops established in the first year will then transition to a self-supporting troop through their participation in the Girl Scout Cookie Entrepreneur Program where they earn real funds to sustain their troop into the second year and beyond. This then allows us to use funding to start and support new troops so even more girls have the opportunity to be Girl Scouts the second year.

C. Community Needs

Completed by grantmanager@gswcf.org on 4/2/2025 12:23 PM

Case Id: 19036

Name: Girl Scouts of West Central Florida

Address: *No Address Assigned

C. Community Needs

Please provide the following information.

C.1. Clearly identify the need to be addressed through the proposed program.

Pinellas County faces challenges affecting youth, including low income and juvenile delinquency. Addressing these issues for the counties girls is critical to fostering a supportive environment through programs such as those that Girl Scouting offers that provides for supportive peer and adult relationships, education, and a place where girls can engage in a positive outlet. Many disadvantaged families lack awareness about Girl Scouting and the benefits of a Girl Scout Leadership Experience. Through this proposal, we seek resources to support disadvantaged girls' participation in Girl Scouts.

C.2. Provide current supporting statistics or data specific to Pinellas County such as needs assessments, interviews, waiting lists, surveys, trends and/or analyses to demonstrate the need described in C1.

In the Pinellas County, 47% of residents live below the ALICE (Asset Limited, Income Constrained, Employed) threshold according to ALICE Project Data from 2024. This report also shows that families earning survival wages show large differences across races and ethnicities. For example, 60% of Hispanic families, 65% of Black families, and 52% of Asian families do not earn a survival budget and 75% of families are rent burdened. We know from the ALICE report that inflation is hitting ALICE households with the cost of basic necessities and housing growing making it difficult for families to pay their bills. Due to this, they are unable to spend on activities like Girl Scouts. Families continue to express a need for Girl Scouting and parents are eager and interested to help and give of their time as volunteers with their daughters troop, but many girls are not participating due to a number of barriers, the most pressing of which is financial. Our ongoing Community Troops program currently funded by the Juvenile Welfare Board of Pinellas County, serves as a compelling example of the significant and growing demand for Girl Scout programming within Pinellas County. This program has not only met, but substantially exceeded its girl member goal, currently operating at 114% capacity. Due to this overwhelming success and demonstrated value, we anticipate the development of a waiting list for participation during the upcoming summer program period. This demonstrates the community's keen interest in and recognition of the positive impact of Girl Scout programs, highlighting the urgent need for expanded resources to meet this growing demand. Our proposed volunteer-led, staff supported program is a targeted effort to reach girls who are disadvantaged with the benefits of the Girl Scout Leadership Experience. While this funding provides the starter funds for girls to join a troop, the troops will participate in the Girl Scout Cookie Entrepreneur Program learning skills like financial literacy and goal setting which then sets the troop up to be self-sustaining for the second year and beyond, allowing us to onboard a new cohort of girls and volunteers each year with funding support.

C.3. Is the program new and innovative, or is funding sought to expand capacity or service in an existing program, or continuation of current funding? No points to be assessed for this question.

Expand Capacity or Service

C.4. If new and innovative, discuss what is currently being done in the community to address the need and how this program differs to provide better results. If expanding capacity, describe the current services available in the community, numbers unserved, and how the proposed program will reduce the number of unserved. If continuation

of funding discuss what has been done to obtain alternate funding?

Research shows that single-gender environments are beneficial to girls. And that girls in single-gender schools have greater academic and life success, more opportunities for girls to build confidence, and a sense of a “safe space” for girls. There are limited single-gender programs in Pinellas County specifically serving the needs of girls and specifically, girls who are disadvantaged. GSWCF currently offers the Girl Scout Leadership Experience to disadvantaged girls in Pinellas County through our staff-led Community Troop Program that serves 485 girls partnering with Neighborhood Family Centers, the Family Center for Deafness, YMCA’s, and schools, but there are more girls in need who want to be Girl Scouts than our staff-led program can serve. We propose a volunteer-led, staff supported Girl Scout troop model with starter funds for first year troops in areas where barriers exist such as Lealman, Pinellas Park, Campbell Park, South St. Petersburg and Largo. Our volunteer-led, staff supported troops meet girls where they already are, such as schools and in their local neighborhood community centers such as libraries, places of worship and YMCAs eliminating the transportation barrier. Troops meet in the after school hours, evenings, and weekends weekly or bi-weekly. In this model, troops are led by volunteer troop leaders who are representative members of the communities they serve allowing girls to see themselves represented in their caring adult mentors. Additionally, troops like this need support in their first year such as staff who train and assist volunteers with leading program delivery. Hiring a community engagement specialist to host events that educate about the Girl Scout program, forms troop, trains volunteers, host programs, and coordinates free memberships for girls, uniforms, and experiences like field trips or camping removes many barriers for troop leaders. This makes it easier to be a troop leader and thus, encourages more adult mentors to lead troops allowing us to serve more girls in need. For example, our volunteer led, staff supported model of Girl Scouting has been implemented in other counties we serve, supported by the United Way of Pasco County, United Way of Marion County, and United Way of Central Florida, and we have seen an incredible response. For example we planned for 85 members to join the program in Pasco County and have seen interest from over 150 members. This program removed barriers, allowing many more girls and families to become engaged in Girl Scouting. We will be able to serve an additional 100 girls this year with support from the Pinellas Board of County Commissioners with a high quality Girl Scout Leadership Experience. With continued involvement in Lealman, Pinellas Park, Campbell Park, South St. Petersburg and Largo, we hope to see continued growth and engagement in subsequent years beyond the scope of this initial funding.

If currently funded, please provide outcomes/utilization/success?



Outcomes/Utilization/Success

***No files uploaded*

C.5. Describe how the proposed program will coordinate with existing programs in the community. If program is working with partners, please include a collaborative letter showing how both sides would be working on project.

Girl Scouts of West Central Florida maintains strong relationships with school districts, youth-serving organizations, local businesses, and other non-profits. These relationships in South Pinellas County include but are not limited to: Royal Theatre Boys & Girls Club, Northside Boys & Girls Club, the James B. Sanderlin Neighborhood Family Center, and Campbell Park Recreation Center. Reaching girls depends heavily on relationships with schools, community centers, places of worship, and partner organizations. Forming new Girl Scout troops relies on schools to help us connect to girls' needs and to coordinate services between girls, their families, and community providers. Once girls are established in a Girl Scout troop, troop meetings are held in community centers, schools, and places of worship either where the girls are already meeting or close by. Examples of our local relationships include the Hillsborough and Pinellas County School Districts, Boys and Girls Clubs, YMCA’s, United Methodist Churches, African Methodist Episcopal churches, family resource centers, and with multiple school and faith based sites. These collaborations are crucial to reaching girls we might not otherwise have access to, helping every girl have the opportunity to participate in the Girl Scout Leadership Experience. Additionally, while the sites provide meeting space, girls also perform service projects to give back to the

community sites where they meet.

Please upload Collaborative Letter



Collaborative Letter

Letter of Support Girl Scouts WCF.pdf

D. Scope of Services

Completed by grantmanager@gswcf.org on 4/2/2025 12:24 PM

Case Id: 19036

Name: Girl Scouts of West Central Florida

Address: *No Address Assigned

D. Scope of Services

Please provide the following information.

Program Specifics

D.1. Describe the proposed program. Services to be delivered should be clearly identified. Include information regarding evidence-based practices or best practice models used, if applicable.

Girls in this program will receive the Girl Scout Leadership Experience (GLSE). The GSLE is a research-based and evidence-based practice supported by research from the Girl Scout Research Institute that helps girls thrive in five key ways. As a Girl Scout, she: develops a strong sense of self, displays positive values, seeks challenges and learns from setbacks, forms and maintains healthy relationships, and learns to identify and solve problems in her community. The GSLE combines a variety of activities with supportive, mentoring relationships and the three Girl Scout processes (Girl-Led, Cooperative Learning, and Learning by Doing). The program is supported by a tradition-driven, emotionally safe space for girls. Furthermore, the seven core activities required in achieving the full GSLE are: (1) a uniform and Insignia that creates belonging and commitment to Girl Scouts, as well as pride and confidence as achievements are earned; (2) weekly or biweekly meetings led by multiple trained and caring adults; (3) four or more badge experiences; (4) two celebrations to engage families and achievements; (5) two field trips; (6) one camp or outdoor experience; (7) participation in Cookie Entrepreneur Program. While we have been delivering this full GSLE experience across Pinellas County for decades, the reality is that certain communities and girls have barriers to components of the experience and thus the outcomes are not equitably achieved. Made possible by this funding, GSWCF will provide a full, high quality Girl Scout Leadership Experience to girls who are disadvantaged in Pinellas County so that every girl who wants to be a Girl Scout can be.

D.2. What will the funding be used to purchase or pay for to support the program? This should align with the attached Annual Budget and Operational Narrative and the selected priority area (A.12. of the application). Include how does this funding request supplement, not duplicate, current program funding?

Funding will support staffing (salary and benefits) for a part-time Community Engagement Specialist who will guide and train volunteers, Community Manager, Girl Scout memberships, field trips, uniforms that build belonging and pride, snacks for troop meetings and refreshments for family engagement ceremonies, office supplies, printing, volunteer background checks, and staff and volunteer training and development. This funding will support providing programming to 100 additional girls who are disadvantaged in Pinellas County.

D.3. Describe program services including frequency, duration and intensity. Example: Weekly financial literacy sessions for 20 clients for 6 months or completion of curriculum.

Weekly or bi-weekly troop meetings for 100 girls for one year.

D.4. What is the target population and eligibility criteria for the program?

The target population for this program is girls entering Kindergarten through twelfth grade who live in targeted neighborhoods that are disadvantaged in Pinellas County. To be eligible for the program, participants must be girls in K-12th grades and must accept the tenets of the Girl Scout Promise and Law.

D.5. Provide the geographic service area(s) and hours and days for the program during contract period.

Our targeted area for this program model is Lealman, Pinellas Park, Campbell Park, South St. Petersburg and Largo. This program will be accessible to the target population because Girl Scout Leadership Experience programming will take place at schools, community locations, and places of worship where girls and their families currently spend time. Girl Scout Leadership Experience programming will take place on weekdays after school (between 3pm and 8pm).

D.6. Describe the program staff, including qualifications, expertise, and credentials, if required.

While volunteers will lead program delivery, a staff Community Engagement Specialist (CES) to be hired, will coordinate and support adult volunteers. The Community Engagement Specialist is supported by a Community Manager. The Director of Pinellas & Pasco Counties oversees all Girl Scout membership operations in Pinellas County. Judy Clink, Community Manager, a long-time Pinellas County resident has an extensive background as a Girl Scout volunteer. She has been a 14 year Girl Scout Troop Leader, held several Service Unit volunteer roles managing local girl activities and volunteers. Judy joined GSWCF staff two years ago as Recruiter, Facilitator, Program Coordinator, and Community Manager where she has supervised our Community Troops for underserved girls. Unique Jones, Community Manager, has over a decade of experience in afterschool programming, education, and summer camp leadership, dedicating her career to fostering inclusive, engaging, impactful learning environments and community collaborations to maximize impact for diverse communities. Unique holds an Associate Degree and a Bachelor's Degree and has been a GSWCF Community Manager for Pinellas County for two years. Marilyn Defensor, Director of Pinellas & Pasco Counties, has dedicated 15 years to GSWCF. Marilyn holds a Bachelors Degree and has actively pursued professional development in volunteer management. Prior to her work with GSWCF, Marilyn gained significant experience in community outreach and engagement. GSWCF trains every staff and volunteer using nationally-produced online training sessions and in-person demonstrations that deepen understanding of Girl Scouts unique approach to social and emotional learning. We will provide ongoing training to ensure model fidelity, as well as effective behavior management, cultural fluency, and program delivery skills, and best practices from across youth development and educational communities of practice.

E. Program Outcomes and Goals

Completed by grantmanager@gswcf.org on 4/2/2025 12:24 PM

Case Id: 19036

Name: Girl Scouts of West Central Florida

Address: *No Address Assigned

E. Program Outcomes and Goals

Please provide the following information.

E.1. Describe the goal(s) of the program using the Program Goals and Outcomes Template [Program Goals and Outcomes Template](#). Please download, complete, and upload below. Include for each goal being addressed:

- **Outcomes** - *Describe the changed state in the program participants or broader community that can be measured and identified. Include % change.*
- **Indicators** - *Identify qualitative and quantitative indicators to measure the outcomes.*
- **Methods of Evaluation** - *Identify how these outcomes will be measured (e.g. surveys, staff observation, program plans, assessments, self-reports.*
- **Measurement Intervals** – *Identify when the measures will be captured. (The goals and objectives must be measurable within a twelve (12) month period.)*



Outcomes and Goals Template Save as Outcomes and Goals Agency name *Required

Outcomes and Goals Girl Scouts of West Central Florida.docx

E.2. What information will be collected to demonstrate program success?

We measure and address disparities through data collection and analysis, including surveys, local data, and market share research. We collect information across demographic categories including ethnicity, race, and income allowing us to understand where particular groups may be underrepresented and experience barriers to the Girl Scout experience. We also measure outcomes in girls who participate in the program through pre and post-surveys that measure girls achievement of our outcomes and girls feedback is taken into account and implemented as needed. These outcomes include: Challenge-seeking, Positive Values, Sense of Self, Healthy Relationships, and Community Problem Solving. These outcomes equip girls with the skills and experiences that foster leadership, build confidence, encourage civic engagement, and help them to make a positive impact on their world.

E.3. Describe how client/individual data is collected. (Please be specific on the platform your program uses if you collect data electronically, and the interval at which data is collected)

Participant data is collected through registration paperwork and pre and post surveys regarding outcomes. These are entered into data systems such as our Customer Relationship Management System, Salesforce, for memberships as needed and Qualtrics for outcomes data in the fall and again in early summer.

F. Budget

Completed by grantmanager@gswcf.org on 4/2/2025 12:26 PM

Case Id: 19036

Name: Girl Scouts of West Central Florida

Address: *No Address Assigned

F. Budget and Financial Sustainability

Please provide the following information.

F.1. Total Agency budget for entire organization (local) This should be the largest amount.

\$10,378,247.00

F.2. Total Program budget. Amount currently allocated to fund the program with the requested Social Action Funding.

\$53,114.00

F.3. Total Pinellas County Social Action Funding request.

\$53,114.00

F.4. What percentage of the program budget will be funded with Pinellas County Social Action Funding?

100.00%

F.5. What other funders also financially support this program? To include the amount of funding and what those funds are used for.

We do not currently have other committed funders for this program. We have recently applied for support from United Way of Suncoast for another program in Pinellas County with a response pending and have support from Juvenile Welfare Board of Pinellas County for a different program that is currently over capacity with girls and at the maximum funding. The Pinellas County Social Action support is an opportunity to serve girls who are currently unserved.

F.6. What other Pinellas County funding does the organization receive for any and all programs?

We currently receive support for another program from the Juvenile Welfare Board of Pinellas County, and a grant for memberships in St. Petersburg from Kiwanis Club of St. Petersburg.

F.7. Describe the organizations plan for financial and program sustainability beyond fiscal year 2026.

Girl Scouts of West Central Florida has expressed a long-term commitment to providing girls equitable access to the Girl Scout Leadership Experience, regardless of where they live or what their socioeconomic status is. While Pinellas County Social Action Funding would accelerate progress toward achieving equity in Pinellas County, GSWCF is committed to growing our program services in these areas over time. GSWCF's current revenue sources include funds raised through charitable giving; fundraising events (i.e. Women of Distinction); fee-based programs; retail store; entrepreneur program (Girl Scout Cookies); investment accounts, including endowment funds; and grant funding from agencies, including Juvenile Welfare Board of Pinellas County, United Way of Central Florida, United Way of Pasco, Hillsborough Board of County Commissioners, Conn Memorial Foundation, and the State of Florida Department of Education, and more. GSWCF's sustainability planning efforts include a multi-year strategic planning process that is integrated into our budgeting process and includes long-term and short-term investment funds and diversification of funding sources. GSWCF revenue is derived from a mix of earned income, corporate sponsorships, individual giving and grants. GSWCF holds a 13-month operating reserve, or approximately \$7,000,000. This enables us to effectively manage operations of a cost-reimbursement model. The program proposed is sustainable as the funds raised by the troop in the Cookie

Entrepreneurial Program then sets the troop up to be self-sustaining going in their second year. This allows us to continue to start new troops with funding support, reaching more girls.

F.8. Please download and complete the [Annual Budget](#) form.



Annual Budget Narrative *Required

Annual Budget Report Girl Scouts of West Central Florida.xlsx

G. Required Documents

Completed by grantmanager@gswcf.org on 4/2/2025 12:27 PM

Case Id: 19036

Name: Girl Scouts of West Central Florida

Address: *No Address Assigned

G. Required Documents

Please upload the following documents.

Documentation



Proof of 501(c)(3) status save as 501c3 Agency name *Required

501c3 Girl Scouts of West Central Florida.pdf



Proof of incorporation in the State of Florida for at least one (1) year Save as Incorporation Agency name

***Required**

Incorporation Girl Scouts of West Central Florida.pdf



Most Recent Financial and Single Audit (required if available) or IRS Form 990 (only if audit unavailable) Save as Audit Agency name *Required

Audit Girl Scouts of West Central Florida.pdf



W-9 with legal name which matches that of applicant name Save as W9 Agency name *Required

W9 Girl Scouts of West Central Florida.pdf



Current Certificate of Insurance Save as Insurance Agency Name *Required

Insurance Girl Scouts of West Central Florida.pdf



Completed [Internal Control Checklist](#) Save as Internal Control Checklist Agency name *Required

Internal Control Checklist Girl Scouts of West Central Florida.pdf

☒ [Annual Budget](#) Report Save as Annual Budget Agency name ***Required**

Annual Budget Girl Scouts of West Central Florida.xlsx

☒ **Outcomes and Goals Template** Save as Outcomes and Goals Agency name ***Required**

Outcomes and Goals Girl Scouts of West Central Florida.docx

☐ **Current state licenses or registrations**

***No files uploaded*

☒ **Local Agency Organizational Chart** Save as Org chart Agency name ***Required**

Org Chart Girl Scouts of West Central Florida.pdf

☒ **Program Job Descriptions, if funding supports salaries if applicable** Save as Job Descriptions Agency name

Job Descriptions Girl Scouts of West Central Florida.pdf

☐ [Housing First Checklist, if applicable](#) Save as Housing First Agency name

***No files uploaded*

☐ **Shelter Entrance Criteria, if applicable** Save as Shelter Entrance Criteria Agency name

***No files uploaded*

☒ [Data Control Questionnaire](#) Save as Data Control Questionnaire Agency Name ***Required**

Data Control Questionnaire Girl Scouts of West Central Florida.pdf

☒ [HS E-Verify Affidavit](#) Save as Everify Agency name ***Required**

Everify Girl Scouts of West Central Florida.pdf

☒ **Board Member List, Including mailing and email addresses and phone numbers, if applicable** Save as Board Members Agency name

Board Members Girl Scouts of West Central Florida.pdf

☒ **Accreditation, if applicable Save as Accreditation Agency name**

Accreditation Girl Scouts of West Central Florida.pdf

☒ **Human Trafficking Affidavit Save as Human Trafficking Agency Name *Required**

Human Trafficking Girl Scouts oF West Central Florida.pdf

☒ **Travel / Mileage policy if funding is requested Save as Travel policy Agency name**

Travel Policy Girl Scouts of West Central Florida.pdf

☒ **Conflict of Interest Policy if available Save as Conflict of Interest Agency name**

Conflict of Interest Girl Scouts of West Central Florida.pdf

☐ **Program Policy and Procedures if available Save as Program Policy and Procedures Agency Name**

****No files uploaded**

Submit

Completed by grantmanager@gswcf.org on 4/2/2025 12:29 PM

Case Id: 19036

Name: Girl Scouts of West Central Florida

Address: *No Address Assigned

Certification

Once an application is submitted, it can only be "Re-opened" by an Administrator.

By clicking submit, I certify that I am an authorized representative of the proposing agency and the information contained in this application is true and accurate to the best of my knowledge and due diligence.

I also understand that applications are limited to one per organization, and if more than one application is submitted by my organization, only the most recent will be considered for funding.

Authorized Representative Signature

Erin Hollen

Electronically signed by grantmanager@gswcf.org on 4/2/2025 12:29 PM

Date Submitted

04/02/2025

Program Description

Completed by epkucher@hcnetwork.org on 3/24/2025 4:48 PM

Case Id: 19039

Name: Community Health Centers of Pinellas Inc. /

Address: *No Address Assigned

Program Description

Please provide the following information.



Social Action Funding Application for the funding period of October 1, 2025 - September 30, 2026

**Pinellas County Board
of County
Commissioners**
Human Services
440 Court St, 2nd Floor
Clearwater, FL 33756

Pinellas County Human Services is accepting applications from qualified non-profit organizations desiring to provide social services to low-income residents of Pinellas County.

The Social Action Grant Program provides funding to social service organizations for priority services that directly support Pinellas County.

The attached Social Action Grant Program application instructions outline the competitive process for the selection of organizations to receive Social Action Funding Grants as allocated by the Pinellas County Board of County Commissioners (Board) for FY 2026

Funding applications are limited to a minimum of \$10,000.00 and a maximum of \$150,000.00. Only one (1) application may be submitted per agency. Applicants may apply for either a large award (\$100,000.00 - \$150,000.00), or a small award (\$10,000.00 - \$99,999.00). A maximum of five large awards will be made, with the remainder of funding allocated to small awards. The amount requested does not guarantee an award. Actual awards will be based on the recommendation of the review committee and approval of the Board. The funding priorities for the Social Action Grant Program are:

- **Food and Nutritional Services:** including food banks, meal delivery, congregate dining, and related supportive services.
- **Homeless Prevention and Supportive Services:** including homeless outreach and engagement, prevention and diversion services, system navigation, and shelter and housing support.
- **Healthcare and Human Services for Disadvantaged Residents:** including, but not limited to, specialized healthcare services, workforce development, life skills training and support, transportation or mobility assistance, chore services, health and hygiene support, and specialized mentoring or educational programs for disadvantaged populations.

- **Supportive Services for an Aging Population:** any of the above listed types of programs or additional supportive programs targeted to an aging population.

The submission deadline for all applications is April 4, 2025 at 4:00 PM (no exceptions). Organizations must utilize the online application through the Neighborly System. Please allow ample time for submission and technological challenges, as late applications will not be accepted. For questions regarding your application, please contact: Amanda Craft at acraft@pinellas.gov.

ELIGIBILITY CRITERIA

- ☒ The applicant organization must agree to the terms and conditions contained in the Pinellas County Social Action Program Agreement. **NO EXCEPTIONS** to the terms and conditions of the agreement will be permitted. The County reserves the right to update these terms and conditions from time to time and as needed to meet the needs of the County.

DISCLAIMER

- ☒ Pinellas County Government reserves the right to: 1) cancel the application process; 2) accept or reject any or all applications received; 3) waive any non-substantive deficiency or irregularity, waive or remedy any technical or immaterial errors; 4) request any necessary clarifications of proposal data without changing the terms of the proposal; 5) negotiate with any qualified applicant; 6) award a contract in what it believes to be the best interest of the County; 7) cancel the request, in part or its entirety, if it is deemed to be in the best interest of the County; 8) reject the program of any applicant that has previously failed to perform properly; 9) reject the program of any applicant who has failed to complete a contract within the specified timeframe; 10) reject the program of any applicant that is not in a position to fulfill a resulting contractual obligation.

EXCLUSIONS

The following are not eligible for Social Action Grant funding:

1. Capital Expenses
2. Improvements to Real Properties
3. Indirect Cost Rate (e.g. a fixed % of the program budget; direct costs are allowable)
4. Research studies or technical assistance
5. Employee or volunteer incentives
6. Legal fees or any expenses specifically related to criminal activity including court costs, citations, restitution, child support, alimony, or immigration related expenses
7. Alcohol, tobacco, firearms or lottery tickets
8. Expenses related to immigration or returning to country of origin
9. Gift Cards
10. Money orders
11. Property taxes
12. Vehicle purchases

FATAL CRITERIA

- Agency has not been incorporated in the State of Florida for a minimum of one (1) year.
- Agency does not have a 501 (c) (3) status for a minimum of one (1) year.
- Agency is not in compliance with an existing County contract at the time of submission.
- Agency's proposal is under/over the minimum (\$10,000.00)/ maximum (\$150,000.00).
- Application is late (system will not allow incomplete or late submissions).
- Application does not include a budget.

Please [CLICK HERE](#) to download a copy of the full program description.

☒ I acknowledge that I have clicked the above link and reviewed all program documentation.

Please [CLICK HERE](#) to download a copy of the Agreement.

☒ I acknowledge that I have clicked the above link and reviewed and agree to all terms.

Please [CLICK HERE](#) to view Frequently Asked Questions

NOTE: Incomplete applications will not be accepted by the system.

Eligibility

Completed by epkucher@hcnetwork.org on 3/24/2025 4:48 PM

Case Id: 19039

Name: Community Health Centers of Pinellas Inc. /

Address: *No Address Assigned

Eligibility

Please provide the following information.

1. Is the applicant organization a non-profit 501 (c) (3) organization for at least one (1) year and incorporated in the State of Florida for at least one (1) year prior to date of application? The program is funded by local tax revenue. As such, publicly funded organizations are not eligible for awards under this solicitation.

Yes

2. Is the applicant organization the organization providing the proposed services? Subcontracting of contractual services is prohibited.

Yes

3 Do the proposed programs/services serve residents of Pinellas County?

Yes

4. Is the mission of the applicant organization consistent with the goals of the Social Action Grant Program to address the health, economic, and social well-being of Pinellas County residents in need of assistance? The applicant organization must not discriminate against any applicant for employment or employee with respect to hire, tenure, terms, conditions or privileges of employment or any matter directly or indirectly related to employment or against any client because of age, sex, race, ethnicity, color, religion, national origin, disability, marital status, or sexual orientation.

Yes

5. Does the applicant organization discriminate against any person on the basis of age, sex, race, ethnicity, color, religion, national origin, disability, marital status or sexual orientation in admission, treatment, or participation in its programs, services and activities?

No

6. Do the programs proposed by faith-based organizations have a secular purpose, and do not require worship or religious instruction activities? Services provided by faith-based organizations must be available to all Pinellas County residents, not solely for congregation members.

N/A

7. Are you an individual seeking financial assistance for yourself or another individual?

No

A. Agency Information

Completed by epkucher@hcnetwork.org on 3/24/2025 5:08 PM

Case Id: 19039

Name: Community Health Centers of Pinellas Inc. /

Address: *No Address Assigned

A. Agency Information

Please provide the following information.

LEGAL AGENCY INFORMATION (FOR CONTRACT)

A.1. Legal Organization Name

Community Health Centers of Pinellas, Inc.

A.2. DBA (if applicable)

Evara Health

A.3. Legal Address

14100 58th Street North Clearwater, FL 33760

PROJECT INFORMATION

A.4. Program Name/Project Title

Evara Countryside Dental for Disadvantaged Residents

A.5. Summary - provide a brief summary of program and how funding would be utilized.

The program will establish comprehensive dental services for uninsured and underinsured residents in north-central Pinellas County.

A.6. Physical Program Address

26286 Hwy 19 N. Suite B Clearwater, FL 33761

A.7. Program Manager First Name

Joshua

A.8. Program Manager Last Name

Colvin

A.9. Program Manager Title

Assistant Medical Director of Dental

A.10. Program Manager Email

jcolvin@hcnetwork.org

A.11. Program Manager Phone Number

(727) 824-8100

APPLICATION CONTACT INFORMATION

A.19. First Name

Edward

A.20. Last Name

Kucher

A.21. Contact Person/Title

CRO

A.22. Contact Email

epkucher@hcnetwork.org

A.23. Telephone

7278248100

A.24. Executive Officer with signing authority First Name

Elodie

A.25. Executive Officer with signing authority Last Name

Dorso

A.26. Executive Officer Title

CEO

A.27. Executive Officer Email

edorso@hcnetwork.org

A.28. Executive Officer Phone Number

(727) 824-8100

A.12. Social Action Funding Priority Area

Note: Only one (1) application may be submitted per organization. If more than one is submitted, only the first will be considered for funding.

Healthcare and Human Services for Disadvantaged Residents

A.13. Funding Category **ONLY SELECT ONE**

☐ \$10,000.00-\$99,999.00

☒ \$100,000.00-\$150,000.00

A.14. Total Amount Requested

Note: Max request is \$150,000.00

\$150,000.00

A.15. Taxpayer/Employer ID

592097521

A.16. Unique Entity Identifier (UEI- Federal SAM.GOV Number, if registered

ZKNGJHKTNNQ2

A.17. Date of incorporation in Florida

11/14/1980

A.18. Date of 501(c)(3) Status

07/19/1981

B. Organization Profile

Completed by epkucher@hcnetwork.org on 4/1/2025 3:26 PM

Case Id: 19039

Name: Community Health Centers of Pinellas Inc. /

Address: *No Address Assigned

B. Organization Profile

Please provide the following information.

B.1. Describe how the mission and purpose of the agency align with the funding priority area.

Community Health Centers of Pinellas, Inc. D.B.A. Evara Health (Evara), is a not-for-profit Federally Qualified Health Center which has been providing affordable, primary healthcare services to the residents of Pinellas County, Florida for over 45 years. The Patient-Centered Medical and Dental Home model offered by Evara is comprehensive and ensures continuity of care coordinated by the primary care provider. Services include family and pediatric medicine, OB/GYN, dental, chiropractic, osteopathic manipulative medicine, mental and behavioral health, affordable pharmacy, nutrition, podiatry, substance use disorder prevention, physical and occupational therapies, case management, and enabling services. In 2024, Evara Health served over 62,000 patients with 228,000 visits. Overwhelming majority of Evara patients are low-income (at or below 200% of the federal poverty level) with 71% living in poverty (income at or below 100% of the federal poverty level), 24% uninsured, and 42% underinsured (on Medicaid or CHIP). The mission of Evara Health is to provide quality healthcare for all; to innovate beyond the barriers that limit access to quality healthcare, ensuring everyone can receive industry-leading services from professional teams that care as much as family. Evara Health believes in: commitment to community; patient-centered ingenuity; building lasting bonds; compassion in action; leading with integrity; and quality above all. Funding is sought to create a new comprehensive, fully integrated dental program in North-Central Pinellas County for the disadvantaged residents. The purpose of the proposed project is to increase access to affordable dental care, increase capacity and relieve operational pressure on existing Evara dental sites. Evara Health has been providing oral health services in the County for over 20 years. Evara currently offers a full continuum of oral healthcare at six (6) centers located in South St. Petersburg, Lealman, Clearwater, Largo, Highpoint and Tarpon Springs. Evara does not currently have the sufficient capacity to meet the oral healthcare needs of the County's vulnerable population as the demand for affordable services is so great. There is a shortage of affordable dental providers to serve the disadvantaged population in North-Central Pinellas. The Evara Health Board of Directors identified the needs of this area and placed it in its strategic plans for expansion of services. The expansion will involve building out and equipping the dental clinic at Evara's new Countryside service site that will accommodate one dentist and one dental hygienist. The renovation activities will be fully funded by Evara Health. Seed money from the Social Action Funding opportunity would support operational costs of providing services to the community during the initial stages of the Countryside Dental program's operations. No money will be used from Social Action Grant funding for capital expenditures or equipment purchases.

B.2. Describe your board membership and how the board is reflective of the target population.

Evara is a Federally Qualified Health Center (FQHC) and, as such, is required to maintain a board that is representative of the target population. Evara's Board of Directors consists of ten (10) members, including six males and four females. Of these members, four are White, one is Hispanic, and five are African-American. The Board represents both the southern and northern parts of Pinellas County. Furthermore, 60 percent of the voting board members are patients served by the health center. The patient members of the Board collectively reflect the demographic characteristics (e.g., gender, race, ethnicity) of the individuals served by the health center. Non-patient members, on the other hand, are representative of the broader community or the health center's service area and are selected to provide relevant expertise and skills (e.g., community affairs, local government, finance and banking, legal affairs, trade unions, and other commercial and

industrial concerns, as well as social services). No Evara employees or immediate family members of employees serve on the health center's board. The Evara Board of Directors comprises individuals with substantial expertise and extensive experience across various fields, including legal, law enforcement, government, clergy, finance, education, and both for-profit and not-for-profit industries. Their collective proficiency, coupled with firsthand knowledge of the specific needs of the target community, positions the Board to effectively steer Evara toward the realization of patient-centered care within its service area. The Board members' diverse backgrounds provide them with valuable insights into the multifaceted needs of Pinellas residents, enabling Evara to identify solutions for overcoming existing barriers. This includes:

- Legal experts addressing housing issues, the needs of patients with disabilities, and immigration concerns.
- Law enforcement professionals focusing on human trafficking, intimate partner violence, substance abuse, mental health issues, and school bullying.
- Education specialists conducting community surveys and addressing educational and health needs within the community.
- Financial experts addressing the financial needs of low-income individuals and the community at large.
- Not-for-profit representatives directly addressing the needs of the target population.
- For-profit experts focusing on economic needs and the job market within the community.
- Clergy members providing insights into various issues, including mistrust in institutions such as the healthcare industry.

All Board members, drawing from their respective professions, recognize the interconnectedness of healthcare needs with other facets of residents' lives. This awareness motivates Evara to devise comprehensive solutions for individual patients and the broader community. The Board actively engages in a proactive Needs Assessment process, oversees the preparation, and approves the Strategic Plan. A member of the Board co-chairs Evara's Quality Improvement (QI) Committee. Additionally, the Board plays a crucial role in selecting potential service expansions, including sites, services, and hours of operation, further demonstrating their commitment to advancing Evara's mission.

B.3. Explain the organization's experience relevant to the proposed priority area.

Evara Health has been providing oral health services in Pinellas County for over 20 years. Currently, Evara offers a full continuum of oral healthcare services at six (6) centers located in South St. Petersburg, Lealman, Clearwater, Largo, Highpoint, and Tarpon Springs. In 2024, Evara's dental team delivered over 26,000 dental visits to nearly 12,000 patients. As part of its expansion of dental services to Countryside, Evara will leverage its organizational experience and the expertise of its management team, gained through the implementation of similar projects. The management team has extensive experience in successfully executing service expansion initiatives, including the recent expansion of oral health services within the last four years at the Tarpon Springs and Largo locations, which were supported by Social Action Funding. Evara's CEO/President, Elodie Dorso, brings over 25 years of experience in healthcare administration and operational leadership. Of these, 23 years have been dedicated to the Community Health Center sector, where she has guided the organization's growth from a small three-site operation to a network of 19 facilities across the county. Clinical oversight is provided by Dr. Nichelle Threadgill, Chief Medical Officer and Pediatrician, while the dental team is led by Dr. Joshua Colvin, Assistant Medical Director of Dental. Dr. Colvin is an experienced dentist committed to improving the overall health of Evara's dental patients.

B.4. Describe your onboarding process and program implementation timeline across the organization and for this program.

Evara has the resources, capabilities, and experience to implement, manage, and evaluate the proposed project. Since its inception in 1985, Evara has grown from a single health center to 19 locations, increasing access through the addition of multiple service lines. Over the past four years, Evara has successfully implemented several major projects, including:

- Completing construction and beginning operations at four new service locations, including SAF-supported dental centers in Tarpon and Largo, and fully renovating an additional site.
- Transitioning to a new Electronic Health Records (EHR) system—Epic.
- Expanding in-house pharmacies from one to five locations.
- Broadening the scope of services to include food pantries at three sites for the Food Rx program, as well as introducing sports medicine, physical therapy, and occupational therapy services.

The organization is led by a highly experienced and well-organized executive team that has worked together for many years. Under their direction, Evara maintains a dedicated project implementation

team of more than 30 staff members. This cross-departmental team collaborates to provide oversight, ensure that project timelines are met, and collect all required data. Countryside is a new service location, with construction scheduled for completion in May 2025. Upon receiving SAF funding, Evara will purchase the necessary equipment and outfit four dental exam rooms at the Countryside facility. Equipment lists have already been prepared, and preliminary agreements with suppliers are in place. Simultaneously, Evara will begin recruiting dental team members for the Countryside location. The organization maintains staffing levels that allow for the temporary utilization of existing providers and support staff at satellite locations. As Evara's health centers are located in Health Professional Shortage Areas (HPSAs), recruitment can be challenging. To address this, Evara uses a variety of recruitment strategies, including partnerships with the National Health Service Corps. Whenever possible, Evara hires from within the communities it serves, supporting economic mobility and fostering a workforce that is culturally and linguistically aligned with the diverse populations it serves. The new service location will be integrated into the Epic system for scheduling. Additionally, Evara will launch an extensive marketing campaign to promote the new dental services at Countryside to both current patients and the broader community. Evara will oversee day-to-day project activities using a variety of established management tools, including:

- Daily Scheduling Huddles – leadership-level reviews of schedule utilization across all specialties and service sites
- Weekly Executive Team meetings
- Monthly departmental reports and review of Key Performance Indicators (KPIs)
- Quarterly departmental presentations to the Executive Team

In addition, Evara's standardized protocol for launching a new service location includes weekly project implementation reports to the CEO throughout the entire project period.

C. Community Needs

Completed by epkucher@hcnetwork.org on 4/1/2025 3:34 PM

Case Id: 19039

Name: Community Health Centers of Pinellas Inc. /

Address: *No Address Assigned

C. Community Needs

Please provide the following information.

C.1. Clearly identify the need to be addressed through the proposed program.

Access to affordable dental services is essential for preventing disease and improving overall health. Poor oral health can significantly impact an individual's quality of life by affecting their ability to eat, sleep, speak, and smile. For children, dental disease can harm self-esteem and hinder their ability to focus and learn in school. In adults, dental pain and appearance can create barriers to securing stable employment needed to support their families. Additionally, poor oral health affects work attendance and financial stability. Oral health issues can also contribute to serious medical conditions such as cardiovascular disease, pneumonia, and pregnancy-related complications (Mayo Clinic). As part of Evara, the Countryside Dental Clinic is located in a designated Health Professional Shortage Area (HPSA) with a score of 26 and serves a Low-Income, Medically Underserved Population (MUP) as defined by HRSA. Access to affordable dental care alleviates pain, enhances physical appearance, reduces stress, and contributes positively to educational and economic outcomes. Increasing access to affordable dental services in this service area is vital to improving the overall health and well-being of the community.

C.2. Provide current supporting statistics or data specific to Pinellas County such as needs assessments, interviews, waiting lists, surveys, trends and/or analyses to demonstrate the need described in C1.

In 2022, 38.8% of Florida adults did not visit a dentist or dental clinic, and 45.8% had a permanent tooth removed due to tooth decay or gum disease (FL Health Charts). The 2022 Pinellas County Prioritization Meeting for the All4HealthFL Collaborative highlighted the need to expand access to dental care. According to survey results, 22% of respondents reported unmet dental needs, with the primary barriers being: 1) inability to afford care; 2) lack of dental insurance; 3) difficulty scheduling an appointment when needed. In 2023, 4,386 Pinellas residents visited Emergency Department due to dental conditions and the rate of preventable hospitalizations from dental conditions (Under 65) in Pinellas County was 12.2/100,000 or 23% higher than the rate for the State of Florida (FL Health Charts). The proposed Countryside Dental Center will serve a population of 178,000 residents within its immediate catchment area. 27% of this population are low-income, 11% live in poverty, 22% are racial/ethnic minorities, 11% are uninsured. Moreover, 38% of adults in this disadvantaged community have not had a dental visit in the past year (UDS Dashboards 3/28/2025 for ZCTAs 33759, 33761, 33763, 33765, 33677, 34684, 34695, 34698).

C.3. Is the program new and innovative, or is funding sought to expand capacity or service in an existing program, or continuation of current funding? No points to be assessed for this question.

New Program

C.4. If new and innovative, discuss what is currently being done in the community to address the need and how this program differs to provide better results. If expanding capacity, describe the current services available in the community, numbers unserved, and how the proposed program will reduce the number of unserved. If continuation of funding discuss what has been done to obtain alternate funding?

The number one barrier faced by disadvantaged residents in obtaining dental care is financial. For those with limited resources, dental procedures and appliances are often considered out of reach due to cost. Through Evara's proposed

Countryside Dental program, all patients will have equitable access to dental services. Evara will provide equitable care by offering a sliding fee schedule that accommodates varying income levels to ensure equal access to quality services for all members of the community regardless of their ability to pay. Low-income patients will be assisted to obtain insurance/benefits and be linked with community partners to address other needs. Evara dental providers offer same day exams for patients who present with oral pain in addition to affordable medications through its on-site pharmacies. In 2024, Evara provided 4,042 emergency visits to 3,696 patients, possibly alleviating thousands of avoidable emergency room visits. Over 1,700 of the visits resulted in teeth being pulled. In fact, 15.5% of Evara's dental encounters in 2024 were for emergency dental issues. This is especially imperative for the low-income (indigent) population who may have no other source of care and often turn to the hospital emergency room as an alternative. The proposed Countryside Dental program is modeled after Evara's successful Social Action Fund projects for Tarpon Springs and Largo dental clinics. Funding to support additional dental capacity is critical for Evara to be able to reduce the number of unserved community members with dental needs. Evara estimates 1,344 patients will receive 3,520 dental encounters at Countryside Dental by September 30, 2026. Through this program, the disadvantaged population will receive comprehensive oral care that will improve their health, overall wellbeing, and contribute to more smiles.

If currently funded, please provide outcomes/utilization/success?

☐ **Outcomes/Utilization/Success**

***No files uploaded*

C.5. Describe how the proposed program will coordinate with existing programs in the community. If program is working with partners, please include a collaborative letter showing how both sides would be working on project.

An essential component of the proposed dental expansion program is Evara Health's coordination of care within Evara's network and with partnering community organizations. Evara dental patients will be referred for other primary care services just as medical patients will be referred for dental care. This will include same day warm transfers, especially when the services are co-located as they will be at the Countryside center. Community partners assist in identifying disadvantaged residents in need of dental care and in turn, supplement the care provided by Evara to achieve optimal and equitable health outcomes. Evara Health's Community Services Specialists provide free outreach to the community, regardless of patient status. Evara Health has a unique collaboration with AdventHealth North Pinellas Hospital, where an Evara case manager serves as a Patient Navigator. This navigator receives notification of patients discharging or who present to the emergency room and lack a Medical or Dental Home. They are connected to follow-up and preventive care. Operation PAR is a contracted substance use disorder provider for Evara that provides addiction services. Patients identified with substance use needs are referred to Operation PAR for support and services. Additional community partners include BayCare Health, Bayfront Health, Johns Hopkins All Children's Hospital, Suncoast Health Council MedNet® Prescription Assistance Program, and HMOs managing health care services for Medicaid recipients in the County. The proposed Countryside Dental program will be co-located in the same building as the North Pinellas VA Clinic of Bay Pines Health Care. This will provide a great opportunity to assist our veterans with the oral health needs.

Please upload Collaborative Letter

☐ **Collaborative Letter**

***No files uploaded*

D. Scope of Services

Completed by epkucher@hcnetwork.org on 4/1/2025 3:38 PM

Case Id: 19039

Name: Community Health Centers of Pinellas Inc. /

Address: *No Address Assigned

D. Scope of Services

Please provide the following information.

Program Specifics

D.1. Describe the proposed program. Services to be delivered should be clearly identified. Include information regarding evidence-based practices or best practice models used, if applicable.

Evava Health provides a comprehensive scope of pediatric oral health services that includes emergency, preventative, and restorative procedures. Evava places a strong value in providing education and preventative services to children to inhibit dental caries and gingivitis, which are widely preventable dental diseases that can cause unnecessary pain and missed time from school. Preventative services include oral hygiene instruction, nutritional counseling, dental cleanings, fluoride varnish applications and dental sealants. Pediatric patients with existing cavities or dental emergencies can receive fillings, pulp therapies, stainless steel crowns and dental extractions. For adults, Evava Health provides comprehensive care services, not only to relieve pain, but also to prevent further disease, boost esthetics and improve function. Adult dental services include cleanings, deep cleanings, oral hygiene instruction, fluoride application, nutritional and tobacco counseling, fillings, extractions, crowns, bridges, dentures, and partial dentures. Evava offers outreach services to the community, regardless of patient status. This includes assistance with applications for healthcare (Marketplace, Medicaid, etc.), benefits such as food stamps, and linkage to supportive services (housing, utilities, legal, and transportation services.) As a Federally Qualified Health Center (FQHC), Evava complies with the best practices outlined in the Health Center Program Compliance Manual of the Health Resources and Services Administration (HRSA.) Evava is a certified Patient Centered Medical and Dental Home, and as such, follows the best practice model of the Accreditation Association for Ambulatory Health Care. Evava follows the best practices of the Florida Board of Dentistry and American Dental Association.

D.2. What will the funding be used to purchase or pay for to support the program? This should align with the attached Annual Budget and Operational Narrative and the selected priority area (A.12. of the application). Include how does this funding request supplement, not duplicate, current program funding?

The requested funding will support the salaries of personnel directly involved in providing patient services, including a dentist, dental hygienist, dental assistant, financial counselor, and call center specialist. Additionally, a portion of the funds will cover dental supply expenses. These funds will supplement the revenue generated by Countryside Dental from services provided to patients with Medicaid, private insurance, and sliding fee scale-based copays. The Social Action Funding (SAF) from Pinellas County Human Services will support programmatic costs during the first year of the program and serve as "seed money." No indirect or corporate-level expenses will be paid with the requested funds. The proposed project aims to establish a new dental clinic in the Countryside community. As a new initiative, the project does not yet have established funding streams. As a Federally Qualified Health Center (FQHC), Evava Health adheres to the Health Center Program Statute (Section 330 of the Public Health Service Act). This expertise ensures that SAF funds will be used to supplement, rather than duplicate, existing program funding. All other programmatic and indirect services will be provided in-kind. These include management and oversight, facilities, call center, medical records, accounting, marketing, and data reporting. Evava Health has a proven track record of successfully implementing similar programs, where seed funding has played a critical role in ensuring program success. The new service location requires

time to reach productivity levels necessary to achieve long-term self-sufficiency.

D.3. Describe program services including frequency, duration and intensity. Example: Weekly financial literacy sessions for 20 clients for 6 months or completion of curriculum.

Evora Health offers a comprehensive range of oral health services for both adults and children, encompassing emergency, preventive, and restorative care. Our dental services also emphasize patient education and preventive measures, while fostering interdepartmental collaboration with medical, nutrition, and other specialized teams to ensure holistic care. The proposed dental clinic at Countryside will be serving the community Monday through Friday on a regular 8:00am to 5:00pm schedule. Evora expects to serve 1,769 individual patients for 3,520 visits on annual basis.

D.4. What is the target population and eligibility criteria for the program?

The target population is the disadvantaged population of Pinellas County, including those who are low income, uninsured, and underinsured. There will be no eligibility criteria to receive dental services from the proposed program as services are offered to all, regardless of insurance status or income level. Evora Health is the primary safety-net healthcare provider in Pinellas County and provides comprehensive primary care directly in the most vulnerable communities. In 2024, Evora Health served over 62,000 patients with 228,000 visits. Overwhelming majority of Evora patients are low-income (at or below 200% of the federal poverty level) with 71% living in poverty (income at or below 100% of the federal poverty level), 24% uninsured, and 42% underinsured (on Medicaid or CHIP). Evora offers state-of-the-art, comprehensive healthcare to all, including the underserved, low income, uninsured, underinsured, and most at-risk populations. Evora views Pinellas County as one human family and makes accommodations for all patients to receive equitable care by providing culturally sensitive communications, language translation services, and racially and ethnically diverse staff. Patients are offered a sliding fee discount schedule, based on household income, to accommodate their financial needs and no patient is denied care due to an inability to pay. Evora offers quality healthcare services to patients from diverse socio-economic, racial and ethnic backgrounds that otherwise would not have access. Evora Health embraces employee diversity to best meet the cultural needs of the underserved populations it serves. Over half of Evora staff are ethnic and/or racial minorities. Evora staff speak a combination of 19 different languages. At Evora Health, patients are provided with care from teams that care as much as family.

D.5. Provide the geographic service area(s) and hours and days for the program during contract period.

The geographic service area for the Countryside Dental program is Pinellas County. Program services will be available to all residents countywide. The Countryside Dental center will be located within Evora Health's Countryside Health Center, located at 26286 Hwy. 19 North, Suite B, Clearwater, Florida 33761. This health center is co-located in the same building as the North Pinellas VA Clinic of Bay Pines Health Care. The geographic area for the site is a designated Health Professional Shortage Area (HPSA) for Dental Health, Mental Health and Primary Care, and is designated as a Low-Income, Medically Underserved Population (MUP) service area by the Health Resources and Services Administration (HRSA). Patients of Evora Health are offered appointments for services at any center location in the County. Patients also have onsite access to the full array of medical, pharmacy, OB/GYN, enabling, and ancillary services offered as a part of Evora's "under one roof" approach and within the Medical and Dental Home service delivery model. In addition, Evora Health works to remove barriers faced by the vulnerable population in receiving care. Evora provides HIPAA-compliant transportation and translation services to eligible patients, when needed, as well as assistance in obtaining health insurance. The hours/days of operation at the Countryside Dental location will be Monday through Friday from 8 a.m. to 5 p.m. Evora Health offers extended dental office hours at other locations to accommodate patients who need early or late day appointments. The Clearwater Dental location opens at 7 a.m. Monday through Friday and closes at 6 p.m. on Monday, Tuesday and Wednesday. The Johnnie Ruth Clarke Dental location in St. Petersburg opens at 7 a.m. Monday through Friday and closes at 6 p.m. on Monday, Tuesday, Wednesday, and Thursday. The dental office at Highpoint offers dental services on Saturday.

D.6. Describe the program staff, including qualifications, expertise, and credentials, if required.

Program staff supported by funding under this opportunity will include a board-certified dentist, dental assistant, registered dental hygienist, financial counselor, and call center specialists. Evara prides itself on delivering dignified care to the community in state-of-the-art facilities that are impeccably maintained both inside and out. Evara employs over 500 staff members, including over 150 credentialed providers, to facilitate full operations and the delivery of required, additional, and specialty services. Dental services at Countryside will be provided by the dentist, dental assistant, and dental hygienist. Patient registration and front desk assistance will be provided by the patient engagement specialist. Evara follows a set of credentialing and privileging standards that are compliant with the appropriate Federal and State Regulations, HRSA Health Center Program standards, AAAHC and NCQA accreditation standards, requirements for coverage under the Federal Tort Claims Act, and in accordance with Evara policies. All practitioners are credentialed and privileged upon employment with Evara Health and recertified and re-privileged at least every 2 years thereafter unless circumstances indicate a need for earlier reassessment. Privileging is required of each practitioner specific to the services being provided. Evara Health verifies its clinical staff possess the requisite skills and experience to manage and treat patients and to perform the medical procedures that are required to provide the authorized services. Evara is dually accredited by the Accreditation Association for Ambulatory Health Care, Inc. (AAAHC) and the National Committee for Quality Assurance (NCQA) and is a certified Patient-Centered Medical and Dental Home. Evara holds Federal Public Health Service (PHS) deemed status as it maintains compliance with the Federal Tort Claims Act (FTCA). Evara hires licensed board-certified dentists and registered dental hygienists.

E. Program Outcomes and Goals

Completed by epkucher@hcnetwork.org on 4/1/2025 3:43 PM

Case Id: 19039

Name: Community Health Centers of Pinellas Inc. /

Address: *No Address Assigned

E. Program Outcomes and Goals

Please provide the following information.

E.1. Describe the goal(s) of the program using the Program Goals and Outcomes Template [Program Goals and Outcomes Template](#). Please download, complete, and upload below. Include for each goal being addressed:

- **Outcomes** - *Describe the changed state in the program participants or broader community that can be measured and identified. Include % change.*
- **Indicators** - *Identify qualitative and quantitative indicators to measure the outcomes.*
- **Methods of Evaluation** - *Identify how these outcomes will be measured (e.g. surveys, staff observation, program plans, assessments, self-reports.*
- **Measurement Intervals** – *Identify when the measures will be captured. (The goals and objectives must be measurable within a twelve (12) month period.)*



Outcomes and Goals Template Save as Outcomes and Goals Agency name *Required

Outcomes and Goals - Evara.docx

E.2. What information will be collected to demonstrate program success?

The program's success will be evaluated based on the following factors: • Volume of care provided to county residents. Evara will collect data on the number of individual patients served and the total number of dental visits completed. The project aims to serve 1,769 individual patients and deliver 3,520 visits annually. • Establishment of a Dental Home. Evara aims for 40% of patients served at the Countryside Dental Clinic to establish a Dental Home there and return for periodic dental checkups. All project-related data will be collected through Evara's electronic health record (EHR) system, Epic.

E.3. Describe how client/individual data is collected. (Please be specific on the platform your program uses if you collect data electronically, and the interval at which data is collected)

In 2022, Evara transitioned to the industry-leading Electronic Health Records (EHR) - Epic. The 2023 Best in KLAS report acknowledged Epic as the top Overall Physician Practice Vendor. Providers at all of Evara's 19 locations, including six dental centers, have access to the same data, patients have one company-wide record and all data is stored in one location. This ensures that healthcare providers, including dentists, have access to a patient's complete health history, even if they receive care from multiple providers. Epic provides a centralized repository of patient information including: • Demographics (age, sex, race, ethnicity, language preference, etc.) • Patients' photo identifications, • Insurance cards and proofs of income to be uploaded and connected to their records for efficient verification. Most of the demographic data is self-reported by the patient during the registration process. Visit and clinical data is collected during the dental encounter by the clinical team and documented into the EHR system. The system allows tracking, analyzing, and reporting key performance data including clinical performance measures. In addition, the systems provide for the tracking of diagnostic tests and other services that are provided to health center patients to ensure appropriate follow-up and documentation in patient records. The data collected through the following means: • Patients completing "new patient" applications through the convenient on-line portal or via

touchscreen workstations at the clinics. Evara provides patients with access to their medical records via convenient on-line portal. Over 78% of Evara's current patients activated the portal. • Evara's financial counselors verify patient insurance information and document it in the patient record. • Through the Epic's "Care Everywhere" module, Evara is able to receive data from the other providers utilizing Epic system. Evara Health utilizes several data analysis tools to monitor program performance. Among them are in-house reporting and analysis programs including Epic analytics and UDS reporting modules. All patient information, including income, is verified annually.

F. Budget

Completed by epkucher@hcnetwork.org on 4/1/2025 3:47 PM

Case Id: 19039

Name: Community Health Centers of Pinellas Inc. /

Address: *No Address Assigned

F. Budget and Financial Sustainability

Please provide the following information.

F.1. Total Agency budget for entire organization (local) This should be the largest amount.

\$53,464,128.00

F.2. Total Program budget. Amount currently allocated to fund the program with the requested Social Action Funding.

\$502,640.00

F.3. Total Pinellas County Social Action Funding request.

\$150,000.00

F.4. What percentage of the program budget will be funded with Pinellas County Social Action Funding?

29.80%

F.5. What other funders also financially support this program? To include the amount of funding and what those funds are used for.

There are no additional funders supporting this program outside of Evara Health.

F.6. What other Pinellas County funding does the organization receive for any and all programs?

Pinellas County and Evara collaborate on the Low Income Pool (LIP) project that incorporates the response to opioid misuse epidemic; and expanding low and/or no cost healthcare will benefit and improve health outcomes of the Lealman community; and increase dental care for Pinellas County residents in St. Petersburg and Clearwater. In fiscal year 2024/2025 the County agreed to pay an amount not to exceed \$803,420.23 in the form of an Intergovernmental Transfer.

F.7. Describe the organizations plan for financial and program sustainability beyond fiscal year 2026.

Funding is sought to support a new dental program in Countryside that will provide oral healthcare to the disadvantaged residents of Pinellas County. The Countryside Dental project will expand Evara Health's dental capacity to serve the most vulnerable community members of the County. The Countryside program will continue beyond the expiration of this funding. Seed money from Pinellas County Human Services' Social Action Funding will support programmatic costs during the first year of the program. Evara Health has a successful history of program implementation. It is anticipated that Countryside Dental will generate sufficient revenue from services to patients with Medicaid and Private Insurance coverage to become fully self-sustainable by 24 months of operations. Evara Health ensures the sustainability of health center program operations through the implementation of a comprehensive financial strategy that emphasizes cost controls, effective performance monitoring systems, and risk management. The organization has a solid history of being a good steward of seed funding used to expand access and ensure sustainability for essential medical and dental care services, while completing projects on time and on budget. Evara Health opened its Clearwater Dental Center to patients in 2014. The new center initially served 3,800 unduplicated patients, providing over 8,000 visits annually, and became self-sustainable within 24 months of operation. In 2016, Evara received oral health expansion funding from the Health

Resources and Services Administration, which was used to increase access to dental services at both the Johnnie Ruth Clarke and Clearwater dental centers. This expansion successfully met all declared goals within the established timeline. In 2020, Pinellas County awarded Evara SAF funding to establish dental operations at the newly built Tarpon Dental Center. Despite challenges in the post-COVID environment, Evara implemented the program on time and continues to operate the center beyond the initial SAF funding period. In 2024, Evara provided 3,444 dental visits at the Tarpon Dental Center. In 2022, a comparable dental project, also supported by SAF funding, was implemented at the Largo Health Center. Like the Tarpon Dental Center, the Largo site continues operations beyond the SAF funding period, completing over 2,000 visits last year. These examples demonstrate Evara Health's proven ability to be responsible stewards of seed funding, effectively expanding access to dental care and ensuring long-term sustainability for much-needed services in the community.

F.8. Please download and complete the [Annual Budget](#) form.



Annual Budget Narrative *Required

FY26 Evara SAF Annual Budget Report.xlsx

G. Required Documents

Completed by epkucher@hcnetwork.org on 4/1/2025 3:48 PM

Case Id: 19039

Name: Community Health Centers of Pinellas Inc. /

Address: *No Address Assigned

G. Required Documents

Please upload the following documents.

Documentation



Proof of 501(c)(3) status save as 501c3 Agency name *Required

501c3 Letter - Evara.pdf



Proof of incorporation in the State of Florida for at least one (1) year Save as Incorporation Agency name

***Required**

Incorporation - Evara.pdf



Most Recent Financial and Single Audit (required if available) or IRS Form 990 (only if audit unavailable) Save as Audit Agency name *Required

Audit - Evara.pdf



W-9 with legal name which matches that of applicant name Save as W9 Agency name *Required

W9 - Evara.pdf



Current Certificate of Insurance Save as Insurance Agency Name *Required

Insurance - Evara.pdf



Completed [Internal Control Checklist](#) Save as Internal Control Checklist Agency name *Required

Internal Control Checklist - Evara.pdf

☒ [Annual Budget](#) Report Save as Annual Budget Agency name ***Required**

Annual Budget - Evara.xlsx

☒ **Outcomes and Goals Template** Save as Outcomes and Goals Agency name ***Required**

Outcomes and Goals - Evara.docx

☐ **Current state licenses or registrations**

****No files uploaded**

☒ **Local Agency Organizational Chart** Save as Org chart Agency name ***Required**

Org chart - Evara.pdf

☒ **Program Job Descriptions, if funding supports salaries if applicable** Save as Job Descriptions Agency name

Job Descriptions - Evara.pdf

☐ [Housing First Checklist, if applicable](#) Save as Housing First Agency name

****No files uploaded**

☐ **Shelter Entrance Criteria, if applicable** Save as Shelter Entrance Criteria Agency name

****No files uploaded**

☒ [Data Control Questionnaire](#) Save as Data Control Questionnaire Agency Name ***Required**

Data Control Questionnaire - Evara.pdf

☒ [HS E-Verify Affidavit](#) Save as Everify Agency name ***Required**

Everify - Evara.pdf

☐ **Board Member List, Including mailing and email addresses and phone numbers, if applicable** Save as Board Members Agency name

****No files uploaded**

☒ **Accreditation, if applicable Save as Accreditation Agency name**

Accreditation - Evara.pdf

☒ **Human Trafficking Affidavit Save as Human Trafficking Agency Name *Required**

Human Trafficking - Evara.pdf

☐ **Travel / Mileage policy if funding is requested Save as Travel policy Agency name**

***No files uploaded*

☐ **Conflict of Interest Policy if available Save as Conflict of Interest Agency name**

***No files uploaded*

☐ **Program Policy and Procedures if available Save as Program Policy and Procedures Agency Name**

***No files uploaded*

Submit

Completed by epkucher@hcnetwork.org on 4/1/2025 3:49 PM

Case Id: 19039

Name: Community Health Centers of Pinellas Inc. /

Address: *No Address Assigned

Certification

Once an application is submitted, it can only be "Re-opened" by an Administrator.

By clicking submit, I certify that I am an authorized representative of the proposing agency and the information contained in this application is true and accurate to the best of my knowledge and due diligence.

I also understand that applications are limited to one per organization, and if more than one application is submitted by my organization, only the most recent will be considered for funding.

Authorized Representative Signature

Edward Kucher

Electronically signed by epkucher@hcnetwork.org on 4/1/2025 3:49 PM

Date Submitted

04/01/2025

Program Description

Completed by amy.hicks@lsfnet.org on 3/27/2025 9:16 AM

Case Id: 19073

Name: Lutheran Services Florida

Address: *No Address Assigned

Program Description

Please provide the following information.



Social Action Funding Application for the funding period of October 1, 2025 - September 30, 2026

**Pinellas County Board
of County
Commissioners**
Human Services
440 Court St, 2nd Floor
Clearwater, FL 33756

Pinellas County Human Services is accepting applications from qualified non-profit organizations desiring to provide social services to low-income residents of Pinellas County.

The Social Action Grant Program provides funding to social service organizations for priority services that directly support Pinellas County.

The attached Social Action Grant Program application instructions outline the competitive process for the selection of organizations to receive Social Action Funding Grants as allocated by the Pinellas County Board of County Commissioners (Board) for FY 2026

Funding applications are limited to a minimum of \$10,000.00 and a maximum of \$150,000.00. Only one (1) application may be submitted per agency. Applicants may apply for either a large award (\$100,000.00 - \$150,000.00), or a small award (\$10,000.00 - \$99,999.00). A maximum of five large awards will be made, with the remainder of funding allocated to small awards. The amount requested does not guarantee an award. Actual awards will be based on the recommendation of the review committee and approval of the Board. The funding priorities for the Social Action Grant Program are:

- **Food and Nutritional Services:** including food banks, meal delivery, congregate dining, and related supportive services.
- **Homeless Prevention and Supportive Services:** including homeless outreach and engagement, prevention and diversion services, system navigation, and shelter and housing support.
- **Healthcare and Human Services for Disadvantaged Residents:** including, but not limited to, specialized healthcare services, workforce development, life skills training and support, transportation or mobility assistance, chore services, health and hygiene support, and specialized mentoring or educational programs for disadvantaged populations.

- **Supportive Services for an Aging Population:** any of the above listed types of programs or additional supportive programs targeted to an aging population.

The submission deadline for all applications is April 4, 2025 at 4:00 PM (no exceptions). Organizations must utilize the online application through the Neighborly System. Please allow ample time for submission and technological challenges, as late applications will not be accepted. For questions regarding your application, please contact: Amanda Craft at acraft@pinellas.gov.

ELIGIBILITY CRITERIA

☒ The applicant organization must agree to the terms and conditions contained in the Pinellas County Social Action Program Agreement. **NO EXCEPTIONS** to the terms and conditions of the agreement will be permitted. The County reserves the right to update these terms and conditions from time to time and as needed to meet the needs of the County.

DISCLAIMER

☒ Pinellas County Government reserves the right to: 1) cancel the application process; 2) accept or reject any or all applications received; 3) waive any non-substantive deficiency or irregularity, waive or remedy any technical or immaterial errors; 4) request any necessary clarifications of proposal data without changing the terms of the proposal; 5) negotiate with any qualified applicant; 6) award a contract in what it believes to be the best interest of the County; 7) cancel the request, in part or its entirety, if it is deemed to be in the best interest of the County; 8) reject the program of any applicant that has previously failed to perform properly; 9) reject the program of any applicant who has failed to complete a contract within the specified timeframe; 10) reject the program of any applicant that is not in a position to fulfill a resulting contractual obligation.

EXCLUSIONS

The following are not eligible for Social Action Grant funding:

1. Capital Expenses
2. Improvements to Real Properties
3. Indirect Cost Rate (e.g. a fixed % of the program budget; direct costs are allowable)
4. Research studies or technical assistance
5. Employee or volunteer incentives
6. Legal fees or any expenses specifically related to criminal activity including court costs, citations, restitution, child support, alimony, or immigration related expenses
7. Alcohol, tobacco, firearms or lottery tickets
8. Expenses related to immigration or returning to country of origin
9. Gift Cards
10. Money orders
11. Property taxes
12. Vehicle purchases

FATAL CRITERIA

- Agency has not been incorporated in the State of Florida for a minimum of one (1) year.
- Agency does not have a 501 (c) (3) status for a minimum of one (1) year.
- Agency is not in compliance with an existing County contract at the time of submission.
- Agency's proposal is under/over the minimum (\$10,000.00)/ maximum (\$150,000.00).
- Application is late (system will not allow incomplete or late submissions).
- Application does not include a budget.

Please [CLICK HERE](#) to download a copy of the full program description.

☒ I acknowledge that I have clicked the above link and reviewed all program documentation.

Please [CLICK HERE](#) to download a copy of the Agreement.

☒ I acknowledge that I have clicked the above link and reviewed and agree to all terms.

Please [CLICK HERE](#) to view Frequently Asked Questions

NOTE: Incomplete applications will not be accepted by the system.

Eligibility

Completed by amy.hicks@lsfnet.org on 3/27/2025 9:17 AM

Case Id: 19073

Name: Lutheran Services Florida

Address: *No Address Assigned

Eligibility

Please provide the following information.

1. Is the applicant organization a non-profit 501 (c) (3) organization for at least one (1) year and incorporated in the State of Florida for at least one (1) year prior to date of application? The program is funded by local tax revenue. As such, publicly funded organizations are not eligible for awards under this solicitation.

Yes

2. Is the applicant organization the organization providing the proposed services? Subcontracting of contractual services is prohibited.

Yes

3 Do the proposed programs/services serve residents of Pinellas County?

Yes

4. Is the mission of the applicant organization consistent with the goals of the Social Action Grant Program to address the health, economic, and social well-being of Pinellas County residents in need of assistance? The applicant organization must not discriminate against any applicant for employment or employee with respect to hire, tenure, terms, conditions or privileges of employment or any matter directly or indirectly related to employment or against any client because of age, sex, race, ethnicity, color, religion, national origin, disability, marital status, or sexual orientation.

Yes

5. Does the applicant organization discriminate against any person on the basis of age, sex, race, ethnicity, color, religion, national origin, disability, marital status or sexual orientation in admission, treatment, or participation in its programs, services and activities?

No

6. Do the programs proposed by faith-based organizations have a secular purpose, and do not require worship or religious instruction activities? Services provided by faith-based organizations must be available to all Pinellas County residents, not solely for congregation members.

Yes

7. Are you an individual seeking financial assistance for yourself or another individual?

No

A. Agency Information

Completed by yinebon.iniya@lsfnet.org on 4/4/2025 3:57 PM

Case Id: 19073

Name: Lutheran Services Florida

Address: *No Address Assigned

A. Agency Information

Please provide the following information.

LEGAL AGENCY INFORMATION (FOR CONTRACT)

A.1. Legal Organization Name

Lutheran Services Florida

A.2. DBA (if applicable)

A.3. Legal Address

3627 W Waters Ave Tampa, FL 33614--2783

PROJECT INFORMATION

A.4. Program Name/Project Title

Head Start Financial Literacy, Nutrition, and Health & Wellness Program

A.5. Summary - provide a brief summary of program and how funding would be utilized.

LSF Head Start seeks to enhance our financial literacy/health and wellness programs to Head Start families.

A.6. Physical Program Address

2210 Tall Pines Drive Suite 220 Largo, FL 33771

A.7. Program Manager First Name

LaShonda

A.8. Program Manager Last Name

Watson

A.9. Program Manager Title

Head Start Director

A.10. Program Manager Email

lashonda.watson@lsfnet.org

A.11. Program Manager Phone Number

APPLICATION CONTACT INFORMATION

A.19. First Name

Yinebon

A.20. Last Name

Iniya

A.21. Contact Person/Title

Grants Director

A.22. Contact Email

yinebon.iniya@lsfnet.org

A.23. Telephone

8133731243

A.24. Executive Officer with signing authority First Name

Michael

A.25. Executive Officer with signing authority Last Name

Carroll

A.26. Executive Officer Title

Chief Operating Officer

A.27. Executive Officer Email

michael.carroll@lsfnet.org

A.28. Executive Officer Phone Number

(813) 676-9479

(727) 547-5955

A.12. Social Action Funding Priority Area

Note: Only one (1) application may be submitted per organization. If more than one is submitted, only the first will be considered for funding.

Healthcare and Human Services for Disadvantaged Residents

A.13. Funding Category **ONLY SELECT ONE**

☒ \$10,000.00-\$99,999.00

☐ \$100,000.00-\$150,000.00

A.14. Total Amount Requested

Note: Max request is \$150,000.00

\$93,800.00

A.15. Taxpayer/Employer ID

59-2198911

A.16. Unique Entity Identifier (UEI- Federal SAM.GOV

Number, if registered

Y8ABCWTEM4Y5

A.17. Date of incorporation in Florida

07/21/1982

A.18. Date of 501(c)(3) Status

10/01/1993

B. Organization Profile

Completed by yinebon.iniya@lsfnet.org on 4/4/2025 3:57 PM

Case Id: 19073

Name: Lutheran Services Florida

Address: *No Address Assigned

B. Organization Profile

Please provide the following information.

B.1. Describe how the mission and purpose of the agency align with the funding priority area.

Lutheran Services Florida (LSF) is guided by the mission statement of "Bringing God's healing, hope, and help to people in need in the name of Jesus Christ." As a faith-based organization with over 95 programs throughout the state, LSF touches the lives of 1 in 50 vulnerable Floridians every year through programs involving early childhood education, child welfare services, foster care and adoption, behavioral health and substance use treatment, temporary emergency shelter and trauma-informed care for at risk youth and their families. As an agency, our goals are geared toward improving the health, well-being, and quality of life for those living in underserved communities, facing financial hardships, or who have been marginalized by traditional systems of support. LSF also utilizes a holistic approach that addresses the immediate concerns of those we serve while fostering long-term stability and personal growth.

B.2. Describe your board membership and how the board is reflective of the target population.

LSF is governed by a diverse and dedicated Board of Directors, whose primary role is to uphold LSF's mission and effectively serve the citizens of Florida. Our Board is composed of non-paid, volunteer members who are deeply engaged in their communities. Independent in its operations, the Board adheres to a strict Conflict-of-Interest policy, ensuring that the focus remains on serving the needs of the community rather than the interests of any group. The Board has the authority to hire and terminate the CEO, set policies and procedures, and approve the organization's budget. As part of our commitment to continuous quality improvement, the Board has established the Head Start Advisory Committee (HSAC), which provides oversight and strategic advice on the Head Start program. The HSAC is intentionally structured to reflect the communities we serve, ensuring that the voices of those most impacted by our services are heard and valued. Committee members include a representative from the Board of Directors, members of the Policy Council, current and former Head Start parents, and Community Partners. The inclusion of current and former Head Start parents on the committee ensures that those directly involved with the program have a seat at the table, providing invaluable insight into the needs and experiences of families. Community Partners, often former Head Start parents themselves or individuals who work in organizations serving similar populations, bring an understanding of the challenges faced by vulnerable communities. These partners are deeply invested in ensuring the needs of marginalized groups are met, making them vital contributors to the program's success. Both the Board of Directors and the HSAC have members with expertise in fiscal management, legal matters, and early childhood education. This collective knowledge ensures that the Board is well-informed on Head Start regulations and governance requirements, strengthening its ability to guide and support the program's ongoing development and effectiveness. By maintaining a governance structure that is representative of the Head Start population, LSF ensures that the program is responsive to the needs of families, promotes community involvement, and upholds the highest standards of accountability and service.

B.3. Explain the organization's experience relevant to the proposed priority area.

As a licensed Child Placement Agency (CPA), LSF currently provides child welfare case management and early education services in various parts of Florida, including Pinellas County, where we have been operating the proposed Head Start/Early Head Start Program since 2013. Head Start is a free, federally funded program designed to promote school

readiness for infants, toddlers, and preschoolers from families that meet income eligibility requirements. Our experience in Pinellas includes over 10 years of experience in trusted and strong collaborations with high quality social service providers. These partnerships contribute to our children successfully transitioning and being prepared for school and families being provided with critical resources that promote health, wellness, and self-sufficiency. The Executive VP of Head Start has a Bachelor of Science in environmental health with a certification in public health and has over 25 years in Head Start programs. The Head Start Director in Pinellas County holds a Bachelor's in sociology from the University of South Florida and an MBA with a concentration in Public Administration from DeVry University – Keller Graduate School of Management. She has worked in human services with children and families for over 25 years, including 22 years with Head Start. The Director of Program Operations holds a master's degree in human services and has served in various positions in Head Start throughout her 29 years.

B.4. Describe your onboarding process and program implementation timeline across the organization and for this program.

The Head Start program follows a comprehensive and well-structured process for staff recruitment, onboarding, and employee relations, working closely with our Human Resources department to ensure a smooth and effective transition for new hires. Our onboarding process begins by preparing for the new hire's start date, followed by scheduling introductory meetings with key staff members to familiarize them with the organization. New hires undergo orientation and program-specific training to ensure they are well-equipped to fulfill their roles. Additionally, we assign a mentor or point person to provide continued guidance and support, ensuring that new hires have the resources and advice needed to succeed. To facilitate the new hire's integration into the organization, they are provided with essential tools such as a laptop, cell phone, and other necessary equipment. The process also includes setting up voicemail, email accounts, and providing access to the organizational chart, staff directory, Head Start Performance Standards, Program Policies & Procedures manual, and relevant program resources. Within the first 6-weeks, staff complete mandatory trainings such as Blood Borne Pathogens, Child Abuse and Neglect Reporting, Ethics & Conflicts of Interest, Sexual Harassment, Active Shooter, and Supervision. This structured approach ensures that new staff members are fully prepared and supported from day one, which aligns with the overall success and efficiency of our program. To facilitate the new hire's integration into the organization, they are provided with essential tools such as a laptop, cell phone, and other necessary equipment. The process also includes setting up voicemail, email accounts, and providing access to the organizational chart, staff directory, Head Start Performance Standards, Program Policies & Procedures manual, and relevant program resources. Within the first 6-weeks, staff complete mandatory trainings such as Blood Borne Pathogens, Child Abuse and Neglect Reporting, Ethics & Conflicts of Interest, Sexual Harassment, Active Shooter, and Supervision. This structured approach ensures that new staff members are fully prepared and supported from day one, which aligns with the overall success and efficiency of our program. Our Timeline and Implementation Strategy will involve: 1) Recruitment & Engagement: We will utilize our current staff already working with families to recruit participants for the program. These staff will help identify eligible families and introduce them to the program's benefits. Recruitment will be conducted on a rolling basis. 2) Bi-Weekly Family Engagement: Over the 12-week program duration, families will be engaged on a bi-weekly basis for the core workshops covering the Financial Literacy, Nutrition, and Health & Wellness Program. These workshops will focus on providing families with practical tools, knowledge, and valuable strategies to improve their financial stability, enhance their nutrition, build mental wellness and improve overall health. Each session will be carefully structured to ensure families can apply what they've learned to their daily lives. The goal is to help families manage stress and improve emotional resilience and ultimately reduce reliance on external systems. We will ensure that each family receives the necessary follow-up resources and support to reinforce the lessons. 3) Parent Support Group Integration: We will integrate the program with existing parent support groups—AMEN (A Man Everybody Needs) and LOVE (Ladies of Victory and Empowerment). These groups meet monthly and provide a platform for parents to receive training, engage in discussions, and share resources related to various topics, including those aligned with the proposed program. Training on financial literacy, nutrition, and mental wellness will be introduced and discussed monthly during these sessions, ensuring ongoing engagement and support for both men and women in the Head Start program. 4)

Health and Wellness Sessions: In addition to the core workshops, the program will include bi-monthly Health and Wellness meetings focused on mental health, physical activity, and holistic wellness practices. These sessions will provide valuable strategies for managing stress and improving emotional resilience, as well as promoting the physical well-being of participants. Each session will be designed to equip families with practical tools to improve their overall health and reduce reliance on external systems.

5) Ongoing Support and Resource Distribution: Throughout the course of the program, families will have access to resources related to financial literacy, nutrition, and mental wellness through our ReadyRosie parent engagement platform. This will include additional tools, tip sheets, and referrals to other community resources that help address challenges families may face. We aim to ensure that all families have the support they need to succeed long after the program concludes.

6) Program Evaluation and Feedback: We will evaluate the success of the program through feedback and surveys from participants following each session. This will allow us to assess the effectiveness of the workshops, identify areas for improvement, and adjust to ensure the program meets its intended goals. At the conclusion of the 12-week course, we will conduct a comprehensive evaluation to assess the program's impact on participants' financial literacy, nutrition, and health and wellness, utilizing the data to inform future programming.

C. Community Needs

Completed by yinebon.iniya@lsfnet.org on 4/4/2025 3:58 PM

Case Id: 19073

Name: Lutheran Services Florida

Address: *No Address Assigned

C. Community Needs

Please provide the following information.

C.1. Clearly identify the need to be addressed through the proposed program.

The Pinellas HS/EHS program is committed to enhancing the financial literacy, health, and wellness services currently provided to families in our Head Start/Early Head Start program in Pinellas County. Many of the vulnerable families we serve face significant financial hardships, primarily due to limited access to quality job opportunities, low educational attainment, and lack of work experience. These challenges make it difficult for them to earn a living wage and effectively provide for their families. Furthermore, many of these families find themselves in a precarious financial situation, oscillating near, above, or below the Asset Limited, Income Constrained, Employed (ALICE) threshold. ALICE households earn above the Federal Poverty Level but still struggle to meet the basic cost of living in Pinellas County. These families often face persistent financial insecurity, making it difficult to address their children's educational needs and overall family well-being. In addition to financial challenges, health and wellness concerns are pressing. According to the 2024 Florida County Health Rankings, Pinellas County ranked 26th out of 67 counties in overall health. This is reflective of the challenges many families in our community face, especially in terms of nutrition. Our internal data reveals that low-income adults in Pinellas County tend to have poor eating habits, limited knowledge of healthy eating practices, and a lack of diversity in meal planning for their families. This poor nutrition has a direct impact on their children's growth, development, and school readiness. Mental health is also a critical concern. Data from the 2020 Florida Department of Health (FDOH) reveals that 27.5% of adults in Pinellas County report limitations in their activities due to physical, mental, or emotional problems—significantly higher than the state average of 21.2%. Additionally, 12% of the population experienced 14 or more episodes of poor mental health within a 30-day period, exceeding the state average of 11.4%. These mental health challenges further compound the barriers to family stability, affecting both parents and children alike. Given these challenges, there is an urgent need for structured, targeted interventions to support families in managing their finances, improving their health, nutrition, and mental wellness. By focusing on these critical areas, our goal is to provide families with the tools, resources, and support necessary to take on these challenges. This comprehensive support is meant to strengthen family resilience and also empower parents to create a stable, healthy environment in which their children can thrive academically and emotionally.

C.2. Provide current supporting statistics or data specific to Pinellas County such as needs assessments, interviews, waiting lists, surveys, trends and/or analyses to demonstrate the need described in C1.

According to 2023 Welfare Info.org, the poverty rate in Pinellas is 14.9% of 942,000 people under 18 years old. Of this number of eligible children, 15,299 (10.9%) are preschool/toddlers under 5 years old. Based on the most recent American Community Survey (ACS), 24% of the 154,503 children under 18 years of age (roughly 37,000 children) in the Pinellas Head Start/Early Head Start service area, were in households receiving some form of public assistance income, which equates to roughly one in four (12,000) children, aged birth to five. Overall, an estimated 45% (47,581) of Pinellas' total low-income population live within our service and recruitment area, demonstrating a critical need. Since its highest peak at 13.6% during COVID-19, the unemployment rate in Pinellas County has continued to fluctuate between a low of 2.3% in April 2023 and as high as 3.8% as of January 2025, according to recent U.S. Bureau of Labor statistics. Our Head Start families have also seen a spike in unemployment as it increased up to 39% between 2023 and 2024, according to our Pinellas Head Start Program Information Report (PIR)). Many of the vulnerable families we serve have limited job

opportunities due to their level of education, work experience, or other factors, making it difficult for them to earn a living wage and provide for their families. In Pinellas County, 32.2% of the population had obesity in the 2022 Community Health Needs Assessment, which is an increase from the 2016 needs assessment of 28.1%. This assessment found that the lack of access to nutrition had contributed significantly to the over consumption of unhealthy foods. According to the Florida Department of Agriculture and Consumer Services, access and the ability to afford healthy food play a role in food selection. Without enough income or proper transportation many are left with unhealthy food options that contribute to poor health. The Florida's Roadmap to Healthy Living shows food desert areas in Pinellas County primarily in locations where LSF Head Start has centers; Clearwater, High Point, Pinellas Park, and South St. Petersburg. According to the 2018 Pinellas County Community Health Assessment, 13.5% of those surveyed indicated that they ate less than they felt they should because of a lack of food or money. When asked if respondents had a place to go for food when money was tight 24.9% said no. According to the Florida Health Department, only 35% of the state's population are at a healthy weight, 25% are considered obese, and the rest are considered overweight. However, the University of Florida found the obesity rates may actually be much higher. Per their statistics, the obesity rate sits around 37 percent. Currently, the state ranks 27th in the country for adult obesity, according to the State of Childhood Obesity Organization. Social determinants that are affecting families play a large role in the health of Head Start children and families.

C.3. Is the program new and innovative, or is funding sought to expand capacity or service in an existing program, or continuation of current funding? No points to be assessed for this question.

Expand Capacity or Service

C.4. If new and innovative, discuss what is currently being done in the community to address the need and how this program differs to provide better results. If expanding capacity, describe the current services available in the community, numbers unserved, and how the proposed program will reduce the number of unserved. If continuation of funding discuss what has been done to obtain alternate funding?

The Head Start Financial Literacy, Nutrition, and Health & Wellness Program is an expansion of the frequency in services in addition to new workshops that will be introduced to our Head Start families. The program already has the goals in place and infrastructure to recruit families/children and ensure they are receiving services. Currently we offer various health and finance related topics through our support groups, AMEN and LOVE, and are seeking to expand those into curriculums that are more specific and better serve our vulnerable population. Our program currently serves 15-25 parents through the support groups at least monthly on average and through additional funding anticipates targeting 150 families across the 16 Head Start sites in Pinellas County, from South St. Petersburg to Tarpon Springs. To reduce the number of unserved families, workshops will be held in South County, Mid-County, and North Pinellas County, ensuring broad accessibility. Each workshop will consist of sessions covering: Financial Literacy Sessions: Budgeting, money management, saving, building credit, and estate planning; Nutrition Sessions: Meal planning, grocery budgeting, food label interpretation, SNAP, and preparing nutritious meals on a limited budget; and Health and Wellness Sessions: Stress management, mindfulness, emotional resilience, self-care, and attachment styles. Our program currently receives funding from the Office of Head Start; however, Head Start dollars are restricted and are generally geared toward early education initiatives within our program. To obtain additional funding for any of our programs throughout the agency, LSF relies on a strong grant and development team to review federal, state, and local grant opportunities, establish partnerships with individual donors, churches, foundations, businesses, and other potential stakeholders. If awarded, we anticipate working with Pinellas County to determine where gaps may still exist to aid in sustaining the program as additional opportunities to supplement it arise.

If currently funded, please provide outcomes/utilization/success?

☐ **Outcomes/Utilization/Success**

***No files uploaded*

C.5. Describe how the proposed program will coordinate with existing programs in the community. If program is working with partners, please include a collaborative letter showing how both sides would be working on project.

GTE Financial Credit Union is committed to working in partnership with our program to offer workshops designed to address the root causes of economic inequality, providing low-income families with the tools and resources they need to improve their financial well-being. GTE will offer educational resources that empowers families to make better financial decisions and improve their long-term financial health. Other areas of support and services will include affordable housing, financial education, job opportunities, homeownership, and credit building. Suncoast Inc. is a mental health provider that collaborates with our program to support children and families facing trauma or other life challenges. Suncoast provides in-home therapy for parents, offering essential emotional and practical support. Working alongside the HS licensed therapist, Suncoast will help deliver mental health training using the Trust-Based Relational Intervention (TBRI) model. The training sessions will focus on trauma-informed care, stress management, and enhancing parenting skills. Parents will learn strategies to set healthy boundaries, implement effective discipline, and manage challenging behaviors in their children. The sessions will teach relaxation techniques, mindfulness, deep breathing, and time management, empowering parents to manage immediate stress, regulate their emotions, and build long-term resilience. Our program also has an existing MOU with the Pinellas County WIC Program offered through the Florida Department of Health. WIC provides healthy foods, baby formula, nutrition education and counseling, breastfeeding support and referrals for health care. This partnership with WIC allows for a quick response for referrals between the two programs, hence supporting children and families in these important areas of health, nutrition and early childhood development. WIC staff are guest speakers at parent meetings, providing all parents with important information on healthy foods and proper nutrition. The University of Florida (UF) IFAS Extension services of Pinellas County offer specific training programs for budgeting for healthy foods for children and parents. This service will be offered to families in our expanded program. The program will invite Master Gardener Volunteers (MGV) to teach families how to grow their own healthy food and herbs at home, as well as provide guidance in developing gardens at our centers so that the parents, children and teachers can develop and maintain these gardens themselves. An MGV will be able to help advise on the garden setup. The MGVs are free as they volunteer to bring knowledge in this important area of health and nutrition and help build a stronger community. The program will also partner with the Coalition of Community Gardens to gather support from those additional volunteers as they share their knowledge in strengthening community gardens.

Please upload Collaborative Letter



Collaborative Letter

Letter of Support - LSF.pdf

D. Scope of Services

Completed by yinebon.iniya@lsfnet.org on 4/4/2025 3:58 PM

Case Id: 19073

Name: Lutheran Services Florida

Address: *No Address Assigned

D. Scope of Services

Please provide the following information.

Program Specifics

D.1. Describe the proposed program. Services to be delivered should be clearly identified. Include information regarding evidence-based practices or best practice models used, if applicable.

Head Start is proposing to offer a Financial Literacy, Nutrition, and Health and Wellness Program to equip parents and caregivers with the knowledge and tools necessary to improve their financial independence, make informed health decisions, and strengthen the overall well-being of their households. The program will consist of various workshops over the course of the grant period, targeting 150 families across the 16 Head Start sites in Pinellas County, from South St. Petersburg to Tarpon Springs. Topics will also include building credit, understanding taxes, and preparing for emergencies. In addition, the nutrition component will focus on teaching families how to create balanced, affordable, and healthy meals. Workshops will cover meal planning, understanding food labels, managing grocery budgets, and cooking nutritious meals on a limited budget. Parents will also receive guidance on how to start a home garden, even in apartments or homes with limited space. This approach will foster a deeper understanding of how nutrition impacts children's growth, development, and learning, while providing practical skills to ensure children receive optimal nutrition. We will integrate the Trust-Based Relational Intervention (TBRI) model into the program. TBRI is a therapeutic approach designed to create a trauma-informed environment that supports children, families, and staff facing adversity, stress, and social-emotional challenges. Beyond the workshops, parents will receive weekly reminders and activity suggestions through the ReadyRosie platform. ReadyRosie is a research-based, evidence-informed parenting curriculum that promotes parental engagement through accessible, mobile-friendly content. Workshops will be held in South County, Mid-County, and North Pinellas County, ensuring broad accessibility. Teachers will also be trained to incorporate a health curriculum into classroom lesson plans.

D.2. What will the funding be used to purchase or pay for to support the program? This should align with the attached Annual Budget and Operational Narrative and the selected priority area (A.12. of the application). Include how does this funding request supplement, not duplicate, current program funding?

\$4,000.00 will be used for contracted accountant for monthly accounting through OneSource, Inc. \$16,750 will be used for the Nutrition Curriculum - Be Choosy, Be Health, a budget friendly curriculum for children that integrates wellness strategies and goals (including nutrition, physical activity, and social-emotional well-being) into the curriculum that can be implemented throughout classroom routines of the day, and across multiple domains. \$29,550 will be used for Financial Literacy Workbooks - Budgeting & Credit Repair Training Kits - Income/Expense tracking book, Money Management guide, envelop/savings binder, etc.; Meal Prep Training Materials - Food and other supplies needed for each interactive healthy meal prep training session; and Garden Grow Boxes - Beginner gardening starter earth boxes. \$33,000 will be used for Financial Literacy Training - 36 sessions, Cooperative Extension Office Trainer Fees. \$3,700 will be used for space rental to hold North County training session for financial literacy- 7 sessions, 4 hours, once per week. \$10,800 will cover a food budget for 36 sessions, inclusive of meals or light refreshments for parents who attended sessions in the evening. While we understand that indirect is an unallowable cost, the program will incur \$8,160.60 in legitimate program related indirect costs for this grant application, indicating our commitment to find opportunities to

aid our Head Start families.

D.3. Describe program services including frequency, duration and intensity. Example: Weekly financial literacy sessions for 20 clients for 6 months or completion of curriculum.

The Financial Literacy, Nutrition, and Health and Wellness Workshop will consist of 6 sessions held biweekly for 20 to 25 participants. A total of 6 Workshops will be held over the duration of the grant period for a total of 36 sessions and 120 to 150 participants. The Be Choosy, Be Healthy Curriculum will be implemented daily into the Head Start/Early Head Start lesson plans (Monday – Friday) during the school year.

D.4. What is the target population and eligibility criteria for the program?

Head Start and Early Head Start programs are designed to provide child development and family support to low-income families with a child aged 5 or younger. Early Head Start programs serve expectant mothers, infants, and toddlers under 3 years of age. Head Start programs serve children ages 3 to 5. The income guidelines require families to be earning under 130% of the federal poverty level or receiving public assistance (such as Temporary Assistance to Needy Families, SNAP, Social Security, or subsidized childcare). Foster care and homeless children, regardless of family income, are also eligible. The Financial Literacy, Nutrition, and Health and Wellness Program component will target parents with children in the program.

D.5. Provide the geographic service area(s) and hours and days for the program during contract period.

The “Be Choosy, Be Healthy” Program will be implemented in of the Head Start/Early Head Start Centers as well as our Child Care Partner centers located in Tarpon Springs, Clearwater, Largo, Pinellas Park, High Point, North Greenwood, and St. Petersburg. The daily Be Choosy, Be Healthy classroom activities are designed to implemented daily for 15 minutes. For the Financial Literacy, Nutrition, and Mental Wellness workshop, a total of 6 workshops will be offered, with each workshop consisting of 6 bi-weekly training sessions that are 2 hours each. All participants will have a one-time individual credit counseling session that is up to 2 hours. The Clear-to-Close Homeownership program will be held virtually, one time per week for 1.5 hours over 13 weeks for those who are interested in home ownership and opt to participate in this additional workshop, allowing more families to participate. Upon successful completion of the Clear-to-Close program, there will be an in-person meeting to celebrate the participants accomplishment.

D.6. Describe the program staff, including qualifications, expertise, and credentials, if required.

The staff implementing the "Be Choosy, Be Healthy" Program includes a qualified team of educators, each bringing specialized expertise to the program. Our team ranges from Infant/Toddler Credentialed Specialists to degreed Teachers, all of whom are trained in integrating the program into daily classroom lesson plans. Their training ensures that they can effectively promote healthy choices and developmental growth in young children while providing a supportive learning environment. The financial literacy trainers from GTE Financial Services are experienced, certified financial advisors with in-depth knowledge of personal finance management. They work at the community financial center, bringing practical, real-world experience to the training sessions. The Clear-to-Close trainer, Royce Williams, is a licensed realtor in the state of Florida and a Global Real Estate Advisor, with over twelve years of experience guiding individuals through the homeownership process. His expertise provides valuable insights and actionable advice for families looking to build financial stability and achieve homeownership. The Therapists facilitating the Health and Wellness training are Licensed Clinicians who are also certified Trust-Based Relational Intervention (TBRI) Practitioners. They bring specialized knowledge in trauma-informed care and mental health support, ensuring that parents receive the tools they need to manage stress, build resilience, and strengthen family relationships. The Nutrition workshops will be led by a Registered Dietitian with expertise in nutrition, health promotion, and dietary counseling. This ensures that parents receive evidence-based, practical guidance on maintaining healthy eating habits for themselves and their families. Together, this diverse team of qualified professionals brings a wealth of knowledge and experience, ensuring that each aspect of the program is implemented with the highest standards of care and expertise.

E. Program Outcomes and Goals

Completed by yinebon.iniya@lsfnet.org on 4/4/2025 3:58 PM

Case Id: 19073

Name: Lutheran Services Florida

Address: *No Address Assigned

E. Program Outcomes and Goals

Please provide the following information.

E.1. Describe the goal(s) of the program using the Program Goals and Outcomes Template [Program Goals and Outcomes Template](#). Please download, complete, and upload below. Include for each goal being addressed:

- **Outcomes** - *Describe the changed state in the program participants or broader community that can be measured and identified. Include % change.*
- **Indicators** - *Identify qualitative and quantitative indicators to measure the outcomes.*
- **Methods of Evaluation** - *Identify how these outcomes will be measured (e.g. surveys, staff observation, program plans, assessments, self-reports.*
- **Measurement Intervals** – *Identify when the measures will be captured. (The goals and objectives must be measurable within a twelve (12) month period.)*



Outcomes and Goals Template Save as Outcomes and Goals Agency name *Required

Pinellas Social Action Goals Template Final.pdf

E.2. What information will be collected to demonstrate program success?

The program will collect: Sign-in sheets, Pre/Post Assessments, Evaluations, and Client Surveys.

E.3. Describe how client/individual data is collected. (Please be specific on the platform your program uses if you collect data electronically, and the interval at which data is collected)

Family partnership agreements (FPA) and needs assessment are completed and collected annually for Head Start/Early Head Start families. Family Engagement Surveys are completed three times a year. The FPA, Needs Assessment and Family Engagement Surveys are data entered into our ChildPlus database. Participants will complete paper Pre/Post assessments, evaluations, and surveys at each session. Successful completion of both the Financial Literacy Program and the Clear-to-Close Program will be measured by successful completion of each of the programs. Participants must attend all required sessions outlined in the program. Certificates of completion will be distributed to those that complete the program. Additionally, the children and families will see the fruits of their labor as the gardens produce healthy foods for them to serve at meals, providing not only healthy nutritious foods, but the satisfaction of knowing they grew the food themselves. The gardens at the centers can be used in various ways such as at parent meetings or a center celebration, further providing opportunities to obtain additional feedback.

F. Budget

Completed by yinebon.iniya@lsfnet.org on 4/4/2025 3:58 PM

Case Id: 19073

Name: Lutheran Services Florida

Address: *No Address Assigned

F. Budget and Financial Sustainability

Please provide the following information.

F.1. Total Agency budget for entire organization (local) This should be the largest amount.

\$459,212,066.00

F.2. Total Program budget. Amount currently allocated to fund the program with the requested Social Action Funding.

\$22,548,283.00

F.3. Total Pinellas County Social Action Funding request.

\$93,800.00

F.4. What percentage of the program budget will be funded with Pinellas County Social Action Funding?

4.16%

F.5. What other funders also financially support this program? To include the amount of funding and what those funds are used for.

Federal grant from the US Dept. of Health and Human Services Office of Head Start for Head Start and Early Head Start services in Pinellas County totaling \$18,704,110. There is a non-federal share match for the federal grant from the Office of Head Start totaling \$2,338,014 for the 25-26 program year. LSF participates in the State of Florida VPK program processed through the Pinellas County Early Learning Coalition with an estimated budget of \$432,608 for the 25-26 program year, if 174 children are served. Pinellas Head Start and Early Head Start participates in the USDA CACFP program, reimbursements for food services are estimated to be \$979,751 for the 24-25 program year.

F.6. What other Pinellas County funding does the organization receive for any and all programs?

None. LSF Pinellas Head Start does not receive any funding or support from Pinellas County.

F.7. Describe the organizations plan for financial and program sustainability beyond fiscal year 2026.

LSF Pinellas Head Start has been awarded a 5-year project period grant from the Office of Head Start from August 1, 2024, through July 31, 2029. It is anticipated that federal funding, VPK, and USDA CACFP funding will continue throughout the entire period of performance. LSF Pinellas Head Start will continue to search and apply for supplemental funding to support the services provided to children and families beyond fiscal year 2026.

F.8. Please download and complete the [Annual Budget](#) form.



Annual Budget Narrative *Required

Head Start Pinellas Budget Narrative.pdf

G. Required Documents

Completed by yinebon.iniya@lsfnet.org on 4/4/2025 3:57 PM

Case Id: 19073

Name: Lutheran Services Florida

Address: *No Address Assigned

G. Required Documents

Please upload the following documents.

Documentation



Proof of 501(c)(3) status save as 501c3 Agency name *Required

01- LSF 501c3 IRS Determination Letter.pdf



Proof of incorporation in the State of Florida for at least one (1) year Save as Incorporation Agency name

***Required**

02- LSF 2025 Sunbiz Annual.pdf



Most Recent Financial and Single Audit (required if available) or IRS Form 990 (only if audit unavailable) Save as Audit Agency name *Required

03 - LSF FY24 Audit - Final.pdf



W-9 with legal name which matches that of applicant name Save as W9 Agency name *Required

04 - W9 Lutheran Services Florida Inc -2024.pdf



Current Certificate of Insurance Save as Insurance Agency Name *Required

05 - LSF Certificates 1.pdf



Completed [Internal Control Checklist](#) Save as Internal Control Checklist Agency name *Required

06- Internal Control Checklists.pdf

☒ [Annual Budget](#) Report Save as Annual Budget Agency name ***Required**

07 - LSF FY26 Annual Budget Report.xlsx

☒ **Outcomes and Goals Template** Save as Outcomes and Goals Agency name ***Required**

Pinellas Social Action Goals Template Final.pdf

☐ **Current state licenses or registrations**

****No files uploaded**

☒ **Local Agency Organizational Chart** Save as Org chart Agency name ***Required**

LSF Agency Org Chart- Pinellas.pdf

☐ **Program Job Descriptions, if funding supports salaries if applicable** Save as Job Descriptions Agency name

****No files uploaded**

☐ [Housing First Checklist, if applicable](#) Save as Housing First Agency name

****No files uploaded**

☐ **Shelter Entrance Criteria, if applicable** Save as Shelter Entrance Criteria Agency name

****No files uploaded**

☒ [Data Control Questionnaire](#) Save as Data Control Questionnaire Agency Name ***Required**

Pinella HS.EHS Data Control Questionnaire.pdf

☒ [HS E-Verify Affidavit](#) Save as Everify Agency name ***Required**

Pinella HS.EHS Data Control Questionnaire.pdf

☐ **Board Member List, Including mailing and email addresses and phone numbers, if applicable** Save as Board Members Agency name

****No files uploaded**

☐ Accreditation, if applicable Save as Accreditation Agency name

***No files uploaded*

☒ [Human Trafficking Affidavit](#) Save as Human Trafficking Agency Name ***Required**

FY22 HS E-Verify Affidavit 10-26-2021.pdf

☐ Travel / Mileage policy if funding is requested Save as Travel policy Agency name

***No files uploaded*

☐ Conflict of Interest Policy if available Save as Conflict of Interest Agency name

***No files uploaded*

☐ Program Policy and Procedures if available Save as Program Policy and Procedures Agency Name

***No files uploaded*

Submit

Completed by yinebon.iniya@lsfnet.org on 4/4/2025 3:58 PM

Case Id: 19073

Name: Lutheran Services Florida

Address: *No Address Assigned

Certification

Once an application is submitted, it can only be "Re-opened" by an Administrator.

By clicking submit, I certify that I am an authorized representative of the proposing agency and the information contained in this application is true and accurate to the best of my knowledge and due diligence.

I also understand that applications are limited to one per organization, and if more than one application is submitted by my organization, only the most recent will be considered for funding.

Authorized Representative Signature

Yinebon Iniya

Electronically signed by yinebon.iniya@lsfnet.org on 4/4/2025 3:58 PM

Date Submitted

04/04/2025

Program Description

Completed by dmyles@poc-inc.org on 4/4/2025 1:02 PM

Case Id: 19086

Name: Pinellas Opportunity Council, Inc.

Address: *No Address Assigned

Program Description

Please provide the following information.



Social Action Funding Application for the funding period of October 1, 2025 - September 30, 2026

**Pinellas County Board
of County
Commissioners**
Human Services
440 Court St, 2nd Floor
Clearwater, FL 33756

Pinellas County Human Services is accepting applications from qualified non-profit organizations desiring to provide social services to low-income residents of Pinellas County.

The Social Action Grant Program provides funding to social service organizations for priority services that directly support Pinellas County.

The attached Social Action Grant Program application instructions outline the competitive process for the selection of organizations to receive Social Action Funding Grants as allocated by the Pinellas County Board of County Commissioners (Board) for FY 2026

Funding applications are limited to a minimum of \$10,000.00 and a maximum of \$150,000.00. Only one (1) application may be submitted per agency. Applicants may apply for either a large award (\$100,000.00 - \$150,000.00), or a small award (\$10,000.00 - \$99,999.00). A maximum of five large awards will be made, with the remainder of funding allocated to small awards. The amount requested does not guarantee an award. Actual awards will be based on the recommendation of the review committee and approval of the Board. The funding priorities for the Social Action Grant Program are:

- **Food and Nutritional Services:** including food banks, meal delivery, congregate dining, and related supportive services.
- **Homeless Prevention and Supportive Services:** including homeless outreach and engagement, prevention and diversion services, system navigation, and shelter and housing support.
- **Healthcare and Human Services for Disadvantaged Residents:** including, but not limited to, specialized healthcare services, workforce development, life skills training and support, transportation or mobility assistance, chore services, health and hygiene support, and specialized mentoring or educational programs for disadvantaged populations.

- **Supportive Services for an Aging Population:** any of the above listed types of programs or additional supportive programs targeted to an aging population.

The submission deadline for all applications is April 4, 2025 at 4:00 PM (no exceptions). Organizations must utilize the online application through the Neighborly System. Please allow ample time for submission and technological challenges, as late applications will not be accepted. For questions regarding your application, please contact: Amanda Craft at acraft@pinellas.gov.

ELIGIBILITY CRITERIA

☒ The applicant organization must agree to the terms and conditions contained in the Pinellas County Social Action Program Agreement. **NO EXCEPTIONS** to the terms and conditions of the agreement will be permitted. The County reserves the right to update these terms and conditions from time to time and as needed to meet the needs of the County.

DISCLAIMER

☒ Pinellas County Government reserves the right to: 1) cancel the application process; 2) accept or reject any or all applications received; 3) waive any non-substantive deficiency or irregularity, waive or remedy any technical or immaterial errors; 4) request any necessary clarifications of proposal data without changing the terms of the proposal; 5) negotiate with any qualified applicant; 6) award a contract in what it believes to be the best interest of the County; 7) cancel the request, in part or its entirety, if it is deemed to be in the best interest of the County; 8) reject the program of any applicant that has previously failed to perform properly; 9) reject the program of any applicant who has failed to complete a contract within the specified timeframe; 10) reject the program of any applicant that is not in a position to fulfill a resulting contractual obligation.

EXCLUSIONS

The following are not eligible for Social Action Grant funding:

1. Capital Expenses
2. Improvements to Real Properties
3. Indirect Cost Rate (e.g. a fixed % of the program budget; direct costs are allowable)
4. Research studies or technical assistance
5. Employee or volunteer incentives
6. Legal fees or any expenses specifically related to criminal activity including court costs, citations, restitution, child support, alimony, or immigration related expenses
7. Alcohol, tobacco, firearms or lottery tickets
8. Expenses related to immigration or returning to country of origin
9. Gift Cards
10. Money orders
11. Property taxes
12. Vehicle purchases

FATAL CRITERIA

- Agency has not been incorporated in the State of Florida for a minimum of one (1) year.
- Agency does not have a 501 (c) (3) status for a minimum of one (1) year.
- Agency is not in compliance with an existing County contract at the time of submission.
- Agency's proposal is under/over the minimum (\$10,000.00)/ maximum (\$150,000.00).
- Application is late (system will not allow incomplete or late submissions).
- Application does not include a budget.

Please [CLICK HERE](#) to download a copy of the full program description.

☒ I acknowledge that I have clicked the above link and reviewed all program documentation.

Please [CLICK HERE](#) to download a copy of the Agreement.

☒ I acknowledge that I have clicked the above link and reviewed and agree to all terms.

Please [CLICK HERE](#) to view Frequently Asked Questions

NOTE: Incomplete applications will not be accepted by the system.

Eligibility

Completed by dmyles@poc-inc.org on 4/4/2025 1:02 PM

Case Id: 19086

Name: Pinellas Opportunity Council, Inc.

Address: *No Address Assigned

Eligibility

Please provide the following information.

1. Is the applicant organization a non-profit 501 (c) (3) organization for at least one (1) year and incorporated in the State of Florida for at least one (1) year prior to date of application? The program is funded by local tax revenue. As such, publicly funded organizations are not eligible for awards under this solicitation.

Yes

2. Is the applicant organization the organization providing the proposed services? Subcontracting of contractual services is prohibited.

Yes

3 Do the proposed programs/services serve residents of Pinellas County?

Yes

4. Is the mission of the applicant organization consistent with the goals of the Social Action Grant Program to address the health, economic, and social well-being of Pinellas County residents in need of assistance? The applicant organization must not discriminate against any applicant for employment or employee with respect to hire, tenure, terms, conditions or privileges of employment or any matter directly or indirectly related to employment or against any client because of age, sex, race, ethnicity, color, religion, national origin, disability, marital status, or sexual orientation.

Yes

5. Does the applicant organization discriminate against any person on the basis of age, sex, race, ethnicity, color, religion, national origin, disability, marital status or sexual orientation in admission, treatment, or participation in its programs, services and activities?

No

6. Do the programs proposed by faith-based organizations have a secular purpose, and do not require worship or religious instruction activities? Services provided by faith-based organizations must be available to all Pinellas County residents, not solely for congregation members.

N/A

7. Are you an individual seeking financial assistance for yourself or another individual?

No

A. Agency Information

Completed by dmyles@poc-inc.org on 4/4/2025 1:02 PM

Case Id: 19086

Name: Pinellas Opportunity Council, Inc.

Address: *No Address Assigned

A. Agency Information

Please provide the following information.

LEGAL AGENCY INFORMATION (FOR CONTRACT)

A.1. Legal Organization Name

Pinellas Opportunity Council Inc.

A.2. DBA (if applicable)

A.3. Legal Address

501 1st Ave N Suite 517 Saint Petersburg, FL 33701

PROJECT INFORMATION

A.4. Program Name/Project Title

Emergency Assistance Program

A.5. Summary - provide a brief summary of program and how funding would be utilized.

Provide past due electric, water, or rent/mortgage and provide assistance with rental deposit to low-income individuals or families.

A.6. Physical Program Address

501 1st Ave N Suite 517 Saint Petersburg, FL 33701

A.7. Program Manager First Name

Dorothy

A.8. Program Manager Last Name

Myles

A.9. Program Manager Title

Director of Community Programs

A.10. Program Manager Email

dmyles@poc-inc.org

A.11. Program Manager Phone Number

(727) 823-4101

APPLICATION CONTACT INFORMATION

A.19. First Name

Dorothy

A.20. Last Name

Myles

A.21. Contact Person/Title

Director of Community Programs

A.22. Contact Email

dmyles@poc-inc.org

A.23. Telephone

7278234101112

A.24. Executive Officer with signing authority First Name

Patricia

A.25. Executive Officer with signing authority Last Name

Sawyer

A.26. Executive Officer Title

Executive Director

A.27. Executive Officer Email

psawyer@poc-inc.org

A.28. Executive Officer Phone Number

(727) 823-4101

A.12. Social Action Funding Priority Area

Note: Only one (1) application may be submitted per organization. If more than one is submitted, only the first will be considered for funding.

Homeless Prevention and Supportive Services

A.13. Funding Category **ONLY SELECT ONE**

☐ \$10,000.00-\$99,999.00

☒ \$100,000.00-\$150,000.00

A.14. Total Amount Requested

Note: Max request is \$150,000.00

\$150,000.00

A.15. Taxpayer/Employer ID

59-1227051

A.16. Unique Entity Identifier (UEI- Federal SAM.GOV Number, if registered

A.17. Date of incorporation in Florida

09/17/1968

A.18. Date of 501(c)(3) Status

08/01/1969

B. Organization Profile

Completed by dmyles@poc-inc.org on 4/4/2025 1:03 PM

Case Id: 19086

Name: Pinellas Opportunity Council, Inc.

Address: *No Address Assigned

B. Organization Profile

Please provide the following information.

B.1. Describe how the mission and purpose of the agency align with the funding priority area.

The mission of Pinellas Opportunity Council, Inc. (POC) is to help alleviate conditions of poverty, revitalize local communities, and promote self-sufficiency by mobilizing resources to develop and implement programs that deliver an array of services to address individual, family, and community needs. This mission directly aligns with the funding priority of Homeless Prevention and Supportive Services. POC is committed to preventing homelessness and supporting housing stability through services that provide relief in times of crisis and empower individuals and families to regain control of their circumstances. With this funding, POC will provide rental and mortgage assistance, utility support, and rental deposits—all essential strategies in preventing homelessness and diverting households from entering the shelter system. These services offer immediate relief while also giving families the time and support needed to stabilize and plan for long-term housing success. By reducing barriers to housing, addressing urgent financial needs, and promoting self-sufficiency, POC's approach reflects a comprehensive response to the challenges facing at-risk populations—aligned with the goals of homeless outreach, prevention, diversion, and housing support.

B.2. Describe your board membership and how the board is reflective of the target population.

POC's tri-partite Board of Directors structure is federally mandated and is representative of the agency's service areas: low-income (Target), economically disadvantaged and the elderly. One-third of the Board seats are to be filled by representatives from low-income community groups and/or elderly residents, democratically elected to serve on the Board by the low-income group they each represent (Target Rep). One-third of the Board seats are to be filled by publicly elected officials or their appointed representatives (Public Rep). One-third of the Board seats are to be filled by representatives from private business, labor, religious, welfare, education, and other major interests within the community (Private Rep).

B.3. Explain the organization's experience relevant to the proposed priority area.

POC is a member of the national Community Action Partnership, a network of some 1,100 private non-profit and public Community Action Agencies created under the federal Economic Opportunity Act of 1964 to combat poverty throughout the United States. Since 1968, POC has mobilized millions of dollars in federal, state, and local resources to develop programs that help individuals and families move toward economic self-sufficiency. POC has 2 offices in Pinellas County that provide emergency assistance services to at-risk homeless individuals and families, which include past due rent/mortgage/rental deposits and past due utilities to ensure individuals and families can remain safely in their homes. In 2024, POC assisted 791 individuals struggling with personal, social, and financial crises. POC has staff members dedicated to providing low-income individuals, families, and seniors with the services they need. POC has a strong pool of qualified staff who serve the community with years of experience behind them. In Case Management alone, there is a total of 59 years of providing emergency assistance and wrap-around services to our clients.

B.4. Describe your onboarding process and program implementation timeline across the organization and for this program.

Pinellas Opportunity Council (POC) has a structured and efficient onboarding and program implementation process

Printed By: Amanda Craft on 4/7/2025

7 of 19

designed to ensure high-quality service delivery and timely client assistance. Three Case Managers will provide direct emergency assistance services, each bringing extensive experience in screening and supporting individuals and families in crisis. One of these Case Managers will be funded through SAF, while the other two positions will be supported by POC resources. As part of the workflow, a Community Programs Supervisor will review all submitted applications for accuracy and to confirm that all required documentation is included. Following this, the Community Programs Director will conduct a final review of each application and provide approval for payment. The Community Programs Supervisor is also responsible for compiling monthly outcome reports and submitting them to the Fiscal Department. The Fiscal Coordinator will then process the monthly billing along with the outcome report submission. Once a client is approved for assistance, the full process—from intake to payment—typically takes between 7 to 14 days. This timeline allows for careful application review, verification, and fiscal processing, while ensuring that clients receive the critical support, they need without unnecessary delay. POC's coordinated approach ensures efficiency, accuracy, and accountability throughout the program's implementation.

C. Community Needs

Completed by dmyles@poc-inc.org on 4/4/2025 1:03 PM

Case Id: 19086

Name: Pinellas Opportunity Council, Inc.

Address: *No Address Assigned

C. Community Needs

Please provide the following information.

C.1. Clearly identify the need to be addressed through the proposed program.

Pinellas Opportunity Council Inc. proposes a program to address the urgent need for emergency assistance with past-due rent, mortgage payments, utilities, and rental deposits. This initiative aims to help community members in Pinellas County secure and maintain stable housing.

C.2. Provide current supporting statistics or data specific to Pinellas County such as needs assessments, interviews, waiting lists, surveys, trends and/or analyses to demonstrate the need described in C1.

Many families, despite working multiple jobs, struggle to afford their basic needs. POC receives calls year-round from residents seeking assistance with rent, mortgage payments, utilities, and rental deposits. The rising cost of rent across the U.S. has made affordable housing a major issue in Pinellas County and beyond. As of early 2025, the median rent in the county is over \$2,100 per month, far exceeding what many low- and middle-income households can afford. Mortgage prices have also surged, with the median home price reaching \$410,000, making homeownership increasingly out of reach and challenging for families to stay in their homes. Florida has one of the highest foreclosure rates in the nation. In 2024, the state tied with New Jersey for the highest foreclosure rate, with approximately one in every 267 housing units facing foreclosure filings. This highlights the economic strain that many families face, particularly in high-cost areas like Pinellas County. Compounding the issue, the job market remains unpredictable due to ongoing mass layoffs and firings, leaving many workers in financial uncertainty. According to the U.S. Bureau of Labor Statistics, Florida's unemployment rate hovered around 3.2% in early 2025, but underemployment and job instability remain significant concerns. Since the end of the COVID-era rent moratorium, landlords have tightened their rental requirements, often demanding more than two months' deposit. This has created additional barriers for families trying to secure stable housing. As the cost of living continues to rise, more residents are struggling to make ends meet, highlighting the urgent need for financial assistance programs to support the community with emergency assistance for rent/mortgage, utilities, and rental deposits. According to Best Places to Live, Pinellas County's cost of living is approximately 2.8% higher than the national average and 0.3% higher than Florida's average. The average cost of utilities, including electricity and water, has also risen, with residents paying approximately \$150–\$200 per month for electricity and \$50–\$80 per month for water. These increasing expenses make it even harder for low-income families to maintain stable housing. POC conducts a Community Needs Assessment for Pinellas County every three years to ensure our mission and vision align with community needs. Our most recent 2024 assessment revealed that 73.75% of respondents identified housing as the number one problem in the community. This was followed by employment opportunities at 52.2% and supportive services at 51.8% for low-income families. This aligns with the 1,400 monthly calls we receive for crisis assistance, including rental/mortgage, utility support, and rental deposits. Without intervention, these numbers are expected to rise, further emphasizing the need for continued community support and expanded assistance programs.

C.3. Is the program new and innovative, or is funding sought to expand capacity or service in an existing program, or continuation of current funding? No points to be assessed for this question.

Expand Capacity or Service

Printed By: Amanda Craft on 4/7/2025

C.4. If new and innovative, discuss what is currently being done in the community to address the need and how this program differs to provide better results. If expanding capacity, describe the current services available in the community, numbers unserved, and how the proposed program will reduce the number of unserved. If continuation of funding discuss what has been done to obtain alternate funding?

POC currently receives emergency assistance funding from the City of St. Pete, Pinellas Park, and programs supporting seniors. However, we seek the opportunity to secure funding that would allow us to serve the entire county. In 2024, we assisted 791 families within a limited geographical area due to funding restrictions. Meanwhile, we receive approximately 1400 calls for assistance monthly, highlighting the overwhelming demand for support. County-wide funding remains scarce, and the proposed funding would enable us to expand our services to an additional 101 community members, ensuring they can maintain stable and safe housing. These services would have a transformative impact on the lives of residents throughout Pinellas County.

If currently funded, please provide outcomes/utilization/success?



Outcomes/Utilization/Success

***No files uploaded*

C.5. Describe how the proposed program will coordinate with existing programs in the community. If program is working with partners, please include a collaborative letter showing how both sides would be working on project.

Pinellas Opportunity Council, Inc. (POC) maintains more than 200 partnership agreements and working relationships with other human service providers throughout Pinellas County. POC's Emergency Assistance Program coordinates with the following human service agencies to help clients avoid evictions and utility terminations; CASA, We-Help, City of St.Pete., City of Pinellas Park, City of Clearwater, City of Safety Harbor, Pinellas County Housing Authority, Area Agency on Aging, St. Petersburg Housing Authority, Daystar, PEHMS (Family System of Care), 211 Tampa Bay Cares, Boley Centers, Pinellas County School System, James B. Sanderlin Center, Bon Secours, YMCA, Pinellas Technical College, St. Vincent DePaul, Catholic Charities, The Salvation Army, Pinellas County Urban League, PERC, Neighborhood Home Solutions, Network to End Hunger, Pinellas Community Foundation, Bay Area Legal Services, Community Law Program, Gulf Coast Legal Services, local churches, shelters, and many other partners throughout Pinellas County plus we attend multiple community leadership meetings. In addition to our internal tracking system, the staff is trained to work with HMIS which allows staff to input and receive data on clients receiving services to avoid any duplication of services.

Please upload Collaborative Letter



Collaborative Letter

Collaborative Letter- Pinellas Opportunity Council Inc..pdf

D. Scope of Services

Completed by dmyles@poc-inc.org on 4/4/2025 1:03 PM

Case Id: 19086

Name: Pinellas Opportunity Council, Inc.

Address: *No Address Assigned

D. Scope of Services

Please provide the following information.

Program Specifics

D.1. Describe the proposed program. Services to be delivered should be clearly identified. Include information regarding evidence-based practices or best practice models used, if applicable.

The Pinellas Opportunity Council's (POC) Emergency Assistance (EA) Program serves low-income individuals, families with youth, and elderly residents of Pinellas County who are experiencing homelessness or are at risk of becoming homeless. The program provides short-term emergency financial assistance for rent, mortgage, utility payments, and rental deposits, helping to prevent displacement and support transitions into stable housing. Referrals come from shelters and partner agencies, and POC staff schedule both in-person and virtual appointments to accommodate client needs across multiple office locations in the county. During appointments, case managers assess eligibility and gather required documentation. Utility vendors and landlords are contacted to verify account and payment information. Rental forms—such as the amount due, property owner statements, and W-9s—are collected. Mortgage statements are verified to include principal and interest only. All data is entered into POC's internal database (NewGen) and reviewed by the Community Programs Supervisor for accuracy. Final approval is completed by the Community Programs Director, and approved payments are made directly to vendors, landlords, or mortgage companies. Clients and vendors are promptly notified upon payment authorization. The EA Program is guided by best practices from the Community Action Agency Network, of which POC is a member. These practices emphasize direct payment to vendors and holistic client engagement. Case managers assess clients' broader needs and provide referrals to other internal programs—such as Family Development or Wraparound Services—or to external community partners when necessary. This model not only addresses urgent financial needs but also supports long-term stability and self-sufficiency by connecting clients with wraparound services tailored to their goals.

D.2. What will the funding be used to purchase or pay for to support the program? This should align with the attached Annual Budget and Operational Narrative and the selected priority area (A.12. of the application). Include how does this funding request supplement, not duplicate, current program funding?

This funding will support the expansion of our existing programs into Pinellas County, allowing us to increase our reach and impact. This aligns with our goal of addressing unmet needs within Pinellas County. Our funding is specifically allocated for the City of St. Petersburg, City of Pinellas Park, seniors in Pinellas County, and a small portion for all of Pinellas County. A part of the funding will be used to hire an additional staff member. This funding will cover a case manager position dedicated to clients throughout Pinellas County (Case Manager Salary \$45,000 plus fringe benefits = \$.59,250) The remaining funds will provide emergency assistance to an additional 101 clients across the county (Rental assistance for 60 clients at \$1,000.00 each \$60,000 and Utility assistance for 41 clients at \$750 each).

D.3. Describe program services including frequency, duration and intensity. Example: Weekly financial literacy sessions for 20 clients for 6 months or completion of curriculum.

To ensure program integrity and prevent fraud or abuse of the system, each household will be eligible to receive assistance only once per year. The program is designed to serve a total of 101 clients across Pinellas County. This

includes rental, mortgage, or deposit assistance for 60 clients, with a maximum of \$1,000 per household, totaling \$60,000. Additionally, utility assistance will be provided for 41 clients, with a maximum of \$750 per household. This structure ensures that limited resources are distributed equitably while offering meaningful support to households facing financial hardship.

D.4. What is the target population and eligibility criteria for the program?

The target population is low-income, economically disadvantaged individuals, families with youth, and elderly residents of Pinellas County who are homeless or at risk of becoming homeless. In order to be eligible, they must live within Pinellas County, have a past due bill such as rent/mortgage, water or electric and earn less than 200% of the Department of Economic Opportunity Federal Poverty Income Guidelines. Rental deposit will require a copy of new lease and the completion of POC's Landlord Form.

D.5. Provide the geographic service area(s) and hours and days for the program during contract period.

The geographic service area is all of Pinellas County. POC's hours are Monday through Friday from 8 am to 5 pm.

D.6. Describe the program staff, including qualifications, expertise, and credentials, if required.

POC has two Case Managers who will be providing direct client emergency assistance services. Each Case Manager has extensive experience screening and serving community members in need. Our Case Managers hold degrees in Social Work and Sociology and together have over 59 years of experience in the field of Social Services. The Community Programs Supervisor, who will review all applications to ensure paperwork is correct and includes all proper backup documentation, also holds a relevant degree. The Director of Community Programs, who will oversee the day-to-day operations of the program, holds a master's degree in public administration and has over 25 years of experience in the Public and Nonprofit sector.

E. Program Outcomes and Goals

Completed by dmyles@poc-inc.org on 4/4/2025 1:04 PM

Case Id: 19086

Name: Pinellas Opportunity Council, Inc.

Address: *No Address Assigned

E. Program Outcomes and Goals

Please provide the following information.

E.1. Describe the goal(s) of the program using the Program Goals and Outcomes Template [Program Goals and Outcomes Template](#). Please download, complete, and upload below. Include for each goal being addressed:

- **Outcomes** - *Describe the changed state in the program participants or broader community that can be measured and identified. Include % change.*
- **Indicators** - *Identify qualitative and quantitative indicators to measure the outcomes.*
- **Methods of Evaluation** - *Identify how these outcomes will be measured (e.g. surveys, staff observation, program plans, assessments, self-reports.*
- **Measurement Intervals** – *Identify when the measures will be captured. (The goals and objectives must be measurable within a twelve (12) month period.)*



Outcomes and Goals Template Save as Outcomes and Goals Agency name *Required

Outcomes and Goals -Pinellas Opportunity Council Inc. 2025.docx

E.2. What information will be collected to demonstrate program success?

POC also provides client satisfaction surveys to each client served to better understand the success of the program. The client survey is conducted through Survey Monkey and the results are reviewed and shared with POC's Board on a quarterly basis to ensure client satisfaction. Anything less than a positive score is reviewed and evaluated to see areas where POC may improve. We also gather success stories from our clients as well once services are rendered.

E.3. Describe how client/individual data is collected. (Please be specific on the platform your program uses if you collect data electronically, and the interval at which data is collected)

Pinellas Opportunity Council (POC) collects comprehensive demographic data at the time of client intake. This includes information such as date of birth, Social Security number, address, income, healthcare coverage, and education level. All data is verified both verbally and through official documentation, including government-issued identification, Social Security cards, and income verification documents. This information is entered into two electronic databases. The primary system is NewGen, which serves as POC's internal client management database. Additionally, client data is entered into the Pinellas Homeless Management Information System (PHMIS) to prevent duplication of services and ensure coordination with other providers in the community. Client data is collected and updated each time a client is served to ensure accuracy and maintain current records. Clients may only receive this specific funding once per program year. Services may include rental assistance, rental deposits, mortgage payments, or utility assistance. For rental assistance or deposits, landlords are required to complete and sign a verification form confirming that, with the support provided, the client will be able to remain in or move into stable housing for at least 30 days. Similarly, payment of past-due mortgage or utility bills ensures the client can remain safely housed, directly supporting the program's homelessness prevention and housing stability goals. To evaluate program effectiveness and client satisfaction, POC administers a client satisfaction survey to every individual served. Surveys are conducted electronically via SurveyMonkey, and the results are reviewed and presented to POC's Board of Directors on a

quarterly basis. Any feedback that falls below a positive satisfaction threshold is carefully reviewed and evaluated to identify areas for improvement and strengthen service delivery.

F. Budget

Completed by dmyles@poc-inc.org on 4/4/2025 1:04 PM

Case Id: 19086

Name: Pinellas Opportunity Council, Inc.

Address: *No Address Assigned

F. Budget and Financial Sustainability

Please provide the following information.

F.1. Total Agency budget for entire organization (local) This should be the largest amount.

\$1,527,098.00

F.2. Total Program budget. Amount currently allocated to fund the program with the requested Social Action Funding.

\$668,949.00

F.3. Total Pinellas County Social Action Funding request.

\$150,000.00

F.4. What percentage of the program budget will be funded with Pinellas County Social Action Funding?

22.00%

F.5. What other funders also financially support this program? To include the amount of funding and what those funds are used for.

City of St. Pete Social Action \$100,000 City of Pinellas Park \$175,980 United Way \$16,952 EHEAP \$184,367 PCF Senior Rent Deposits \$12,000 PCF Senior Rent Deposits \$20,000 Emergency Food and Shelter Program (EFSP) \$9,650

F.6. What other Pinellas County funding does the organization receive for any and all programs?

None

F.7. Describe the organizations plan for financial and program sustainability beyond fiscal year 2026.

The organization aims to diversify funding by seeking additional grant opportunities from government, local sources, and foundations. The agency will also focus on collaborating and forming partnerships with other non-profit organizations.

F.8. Please download and complete the [Annual Budget](#) form.



Annual Budget Narrative *Required

Annual Budget- Pinellas Opportunity Council Inc..pdf

G. Required Documents

Completed by dmyles@poc-inc.org on 4/4/2025 1:01 PM

Case Id: 19086

Name: Pinellas Opportunity Council, Inc.

Address: *No Address Assigned

G. Required Documents

Please upload the following documents.

Documentation



Proof of 501(c)(3) status save as 501c3 Agency name *Required

501c3 Certificate -Pinellas Opportunity Council Inc. 2025.pdf



Proof of incorporation in the State of Florida for at least one (1) year Save as Incorporation Agency name

***Required**

Incorporation-Pinellas Opportunity Council Inc.pdf



Most Recent Financial and Single Audit (required if available) or IRS Form 990 (only if audit unavailable) Save as Audit Agency name *Required

Audit 2024- Pinellas Opportunity Council Inc.pdf



W-9 with legal name which matches that of applicant name Save as W9 Agency name *Required

W-9 -Pinellas Opportunity Council Inc.pdf



Current Certificate of Insurance Save as Insurance Agency Name *Required

Insurance -Pinellas Opportunity Council Inc.pdf



Completed [Internal Control Checklist](#) Save as Internal Control Checklist Agency name *Required

Internal Control Questionnaire - Pinellas Opportunity Council Inc- 2025.pdf

☒ [Annual Budget Report](#) Save as Annual Budget Agency name ***Required**

Annual Budget- Pinellas Opportunity Council Inc..pdf

☒ [Outcomes and Goals Template](#) Save as Outcomes and Goals Agency name ***Required**

Outcomes and Goals -Pinellas Opportunity Council Inc. 2025.docx

☐ [Current state licenses or registrations](#)

****No files uploaded**

☒ [Local Agency Organizational Chart](#) Save as Org chart Agency name ***Required**

Organization Chart -Pinellas Opportunity Council Inc..pdf

☒ [Program Job Descriptions, if funding supports salaries if applicable](#) Save as Job Descriptions Agency name

Job Description-Pinellas Opportunity Council Inc..pdf

☐ [Housing First Checklist, if applicable](#) Save as Housing First Agency name

****No files uploaded**

☐ [Shelter Entrance Criteria, if applicable](#) Save as Shelter Entrance Criteria Agency name

****No files uploaded**

☒ [Data Control Questionnaire](#) Save as Data Control Questionnaire Agency Name ***Required**

Data Control Questionnaire -Pinellas Opportunity Council Inc -2025.docx

☒ [HS E-Verify Affidavit](#) Save as Everify Agency name ***Required**

E-Verify-Pinellas Opportunity Council Inc.-2025.pdf

☒ [Board Member List, Including mailing and email addresses and phone numbers, if applicable](#) Save as Board Members Agency name

☐ **Accreditation, if applicable Save as Accreditation Agency name**

***No files uploaded*

☒ **Human Trafficking Affidavit Save as Human Trafficking Agency Name *Required**

Human Trafficking Affidavit - Pinellas Opportunity Council.pdf

☐ **Travel / Mileage policy if funding is requested Save as Travel policy Agency name**

***No files uploaded*

☒ **Conflict of Interest Policy if available Save as Conflict of Interest Agency name**

Conflict of Interest Policy - Pinellas Opportunity Council Inc..pdf

☐ **Program Policy and Procedures if available Save as Program Policy and Procedures Agency Name**

***No files uploaded*

Submit

Completed by dmyles@poc-inc.org on 4/4/2025 1:05 PM

Case Id: 19086

Name: Pinellas Opportunity Council, Inc.

Address: *No Address Assigned

Certification

Once an application is submitted, it can only be "Re-opened" by an Administrator.

By clicking submit, I certify that I am an authorized representative of the proposing agency and the information contained in this application is true and accurate to the best of my knowledge and due diligence.

I also understand that applications are limited to one per organization, and if more than one application is submitted by my organization, only the most recent will be considered for funding.

Authorized Representative Signature

Dorothy Myles

Electronically signed by dmyles@poc-inc.org on 4/4/2025 1:05 PM

Date Submitted

04/04/2025

Program Description

Completed by info@wheelsofsuccess.org on 3/28/2025 4:10 PM

Case Id: 19092

Name: Wheels of Success, Inc.

Address: *No Address Assigned

Program Description

Please provide the following information.



Social Action Funding Application for the funding period of October 1, 2025 - September 30, 2026

**Pinellas County Board
of County
Commissioners**
Human Services
440 Court St, 2nd Floor
Clearwater, FL 33756

Pinellas County Human Services is accepting applications from qualified non-profit organizations desiring to provide social services to low-income residents of Pinellas County.

The Social Action Grant Program provides funding to social service organizations for priority services that directly support Pinellas County.

The attached Social Action Grant Program application instructions outline the competitive process for the selection of organizations to receive Social Action Funding Grants as allocated by the Pinellas County Board of County Commissioners (Board) for FY 2026

Funding applications are limited to a minimum of \$10,000.00 and a maximum of \$150,000.00. Only one (1) application may be submitted per agency. Applicants may apply for either a large award (\$100,000.00 - \$150,000.00), or a small award (\$10,000.00 - \$99,999.00). A maximum of five large awards will be made, with the remainder of funding allocated to small awards. The amount requested does not guarantee an award. Actual awards will be based on the recommendation of the review committee and approval of the Board. The funding priorities for the Social Action Grant Program are:

- **Food and Nutritional Services:** including food banks, meal delivery, congregate dining, and related supportive services.
- **Homeless Prevention and Supportive Services:** including homeless outreach and engagement, prevention and diversion services, system navigation, and shelter and housing support.
- **Healthcare and Human Services for Disadvantaged Residents:** including, but not limited to, specialized healthcare services, workforce development, life skills training and support, transportation or mobility assistance, chore services, health and hygiene support, and specialized mentoring or educational programs for disadvantaged populations.

- **Supportive Services for an Aging Population:** any of the above listed types of programs or additional supportive programs targeted to an aging population.

The submission deadline for all applications is April 4, 2025 at 4:00 PM (no exceptions). Organizations must utilize the online application through the Neighborly System. Please allow ample time for submission and technological challenges, as late applications will not be accepted. For questions regarding your application, please contact: Amanda Craft at acraft@pinellas.gov.

ELIGIBILITY CRITERIA

☒ The applicant organization must agree to the terms and conditions contained in the Pinellas County Social Action Program Agreement. **NO EXCEPTIONS** to the terms and conditions of the agreement will be permitted. The County reserves the right to update these terms and conditions from time to time and as needed to meet the needs of the County.

DISCLAIMER

☒ Pinellas County Government reserves the right to: 1) cancel the application process; 2) accept or reject any or all applications received; 3) waive any non-substantive deficiency or irregularity, waive or remedy any technical or immaterial errors; 4) request any necessary clarifications of proposal data without changing the terms of the proposal; 5) negotiate with any qualified applicant; 6) award a contract in what it believes to be the best interest of the County; 7) cancel the request, in part or its entirety, if it is deemed to be in the best interest of the County; 8) reject the program of any applicant that has previously failed to perform properly; 9) reject the program of any applicant who has failed to complete a contract within the specified timeframe; 10) reject the program of any applicant that is not in a position to fulfill a resulting contractual obligation.

EXCLUSIONS

The following are not eligible for Social Action Grant funding:

1. Capital Expenses
2. Improvements to Real Properties
3. Indirect Cost Rate (e.g. a fixed % of the program budget; direct costs are allowable)
4. Research studies or technical assistance
5. Employee or volunteer incentives
6. Legal fees or any expenses specifically related to criminal activity including court costs, citations, restitution, child support, alimony, or immigration related expenses
7. Alcohol, tobacco, firearms or lottery tickets
8. Expenses related to immigration or returning to country of origin
9. Gift Cards
10. Money orders
11. Property taxes
12. Vehicle purchases

FATAL CRITERIA

- Agency has not been incorporated in the State of Florida for a minimum of one (1) year.
- Agency does not have a 501 (c) (3) status for a minimum of one (1) year.
- Agency is not in compliance with an existing County contract at the time of submission.
- Agency's proposal is under/over the minimum (\$10,000.00)/ maximum (\$150,000.00).
- Application is late (system will not allow incomplete or late submissions).
- Application does not include a budget.

Please [CLICK HERE](#) to download a copy of the full program description.

☒ I acknowledge that I have clicked the above link and reviewed all program documentation.

Please [CLICK HERE](#) to download a copy of the Agreement.

☒ I acknowledge that I have clicked the above link and reviewed and agree to all terms.

Please [CLICK HERE](#) to view Frequently Asked Questions

NOTE: Incomplete applications will not be accepted by the system.

Eligibility

Completed by info@wheelsofsuccess.org on 3/28/2025 4:10 PM

Case Id: 19092

Name: Wheels of Success, Inc.

Address: *No Address Assigned

Eligibility

Please provide the following information.

1. Is the applicant organization a non-profit 501 (c) (3) organization for at least one (1) year and incorporated in the State of Florida for at least one (1) year prior to date of application? The program is funded by local tax revenue. As such, publicly funded organizations are not eligible for awards under this solicitation.

Yes

2. Is the applicant organization the organization providing the proposed services? Subcontracting of contractual services is prohibited.

Yes

3 Do the proposed programs/services serve residents of Pinellas County?

Yes

4. Is the mission of the applicant organization consistent with the goals of the Social Action Grant Program to address the health, economic, and social well-being of Pinellas County residents in need of assistance? The applicant organization must not discriminate against any applicant for employment or employee with respect to hire, tenure, terms, conditions or privileges of employment or any matter directly or indirectly related to employment or against any client because of age, sex, race, ethnicity, color, religion, national origin, disability, marital status, or sexual orientation.

Yes

5. Does the applicant organization discriminate against any person on the basis of age, sex, race, ethnicity, color, religion, national origin, disability, marital status or sexual orientation in admission, treatment, or participation in its programs, services and activities?

No

6. Do the programs proposed by faith-based organizations have a secular purpose, and do not require worship or religious instruction activities? Services provided by faith-based organizations must be available to all Pinellas County residents, not solely for congregation members.

N/A

7. Are you an individual seeking financial assistance for yourself or another individual?

No

A. Agency Information

Completed by info@wheelsofsuccess.org on 4/3/2025 9:34 PM

Case Id: 19092

Name: Wheels of Success, Inc.

Address: *No Address Assigned

A. Agency Information

Please provide the following information.

LEGAL AGENCY INFORMATION (FOR CONTRACT)

A.1. Legal Organization Name

Wheels of Success, Inc.

A.2. DBA (if applicable)

A.3. Legal Address

13116 N. Florida Ave. Tampa, FL 33612--3474

PROJECT INFORMATION

A.4. Program Name/Project Title

Working Wheels Pinellas

A.5. Summary - provide a brief summary of program and how funding would be utilized.

Working Wheels Pinellas will provide eligible Pinellas residents with a series of reliable vehicles, vehicle repairs, and vehicle-related services.

A.6. Physical Program Address

13116 N. Florida Ave. Tampa, FL 33612--3474

A.7. Program Manager First Name

Susan

A.8. Program Manager Last Name

Jacobs

A.9. Program Manager Title

President and CEO

A.10. Program Manager Email

info@wheelsofsuccess.org

A.11. Program Manager Phone Number

(813) 995-5040

APPLICATION CONTACT INFORMATION

A.19. First Name

Susan

A.20. Last Name

Jacobs

A.21. Contact Person/Title

President and CEO

A.22. Contact Email

info@wheelsofsuccess.org

A.23. Telephone

8139955040

A.24. Executive Officer with signing authority First Name

Susan

A.25. Executive Officer with signing authority Last Name

Jacobs

A.26. Executive Officer Title

President and CEO

A.27. Executive Officer Email

info@wheelsofsuccess.org

A.28. Executive Officer Phone Number

(813) 995-5040

A.12. Social Action Funding Priority Area

Note: Only one (1) application may be submitted per organization. If more than one is submitted, only the first will be considered for funding.

Healthcare and Human Services for Disadvantaged Residents

A.13. Funding Category **ONLY SELECT ONE**

☒ \$10,000.00-\$99,999.00

☐ \$100,000.00-\$150,000.00

A.14. Total Amount Requested

Note: Max request is \$150,000.00

\$73,300.00

A.15. Taxpayer/Employer ID

56-2372792

A.16. Unique Entity Identifier (UEI- Federal SAM.GOV Number, if registered

A.17. Date of incorporation in Florida

06/16/2003

A.18. Date of 501(c)(3) Status

03/01/2004

B. Organization Profile

Completed by info@wheelsofsuccess.org on 4/4/2025 2:15 PM

Case Id: 19092

Name: Wheels of Success, Inc.

Address: *No Address Assigned

B. Organization Profile

Please provide the following information.

B.1. Describe how the mission and purpose of the agency align with the funding priority area.

Wheels of Success (WOS) helps keep working people working so that they are able to support themselves, provide for their families, and achieve their future goals. WOS has a 22-year history of providing individuals with reliable transportation to help keep them on the road to independence. WOS has provided 1,280 “new to them vehicles” and 1,150 car-related services. We provide vehicles, car repairs and car care classes, as well as financial assistance with licensing, auto insurance, car payments and down payments to Tampa Bay residents who need dependable transportation to get to work and to school. Relying on public transportation is often impossible and personal vehicles solve that issue and open doors to other opportunities. These include getting a second job; accepting a promotion and/or pay increase contingent on transportation; and pursuing educational opportunities that lead to higher wages and increased quality of life. Access to transportation is critical for disadvantaged people to meet basic needs including housing, work, school, and food shopping. Transportation access is an equity issue and a social determinant of health component. Experts are using transportation insecurity to describe the consequences of insufficient transportation when a person cannot regularly move from place to place in a timely manner. The University of Michigan has developed a tool modeled after the Food Security Index to quantify the prevalence of transportation insecurity. The Transportation Security Index identifies those experiencing transportation insecurity by looking at their symptoms such as worrying about whether or not they could get somewhere due to transportation issues. Transportation insecurity is most common among adults who are low-income, live in an urban area, with less education, and non-White. The Robert Wood Johnson Foundation acknowledged the link between mental wellness and transportation. The ability to access reliable, convenient, safe transportation is intertwined with mental wellness - mental wellness issues can affect a person’s ability to access reliable transportation, and a lack of reliable transportation can isolate people and cause stress, increasing the risk for mental wellness issues. WOS’ Working Wheels Pinellas (WWP) connects participants to reliable personal transportation and transportation services to put them in the driver’s seat to success.

B.2. Describe your board membership and how the board is reflective of the target population.

WOS’ dedicated board members provide the foundation that supports the organization’s success. The board members hail from corporate and entrepreneurial positions that provide them with the understanding of the need for reliable personal transportation for hard working low-to-moderate income individuals. In addition, WOS’ board is diverse in terms of gender and race/ethnicity. The seven-member board has five women and two men with 43% minority representation. Wheels of Success is still recovering from the loss of board members during the pandemic; however, operations are back to 100% and new board members are being identified and solicited. Wheels of Success has partnered with the Tampa Chamber and the Nonprofit Leadership Center to identify potential professionals interested in board positions. The current board is small but growing and will be adding additional members in the coming year.

B.3. Explain the organization’s experience relevant to the proposed priority area.

WOS was incorporated as Tampa Bay's only full-service transportation nonprofit organization in June 2003. WOS helps individuals and their families by providing “new to them” reliable vehicles through a program of car repairs, vehicle replacement, related licensing services, car payments, down payments and car care classes in Hillsborough, Pasco, and

Pinellas counties. WOS targets working individuals, (up to 250% of poverty), including single parent families with children, veterans, and/or young adults aging out of foster care who need reliable transportation as well as those experiencing a catastrophic life situation. Over the last 22 years, WOS has assisted 1,280 people with vehicles and 1,150 people with car-related services. In an analysis of data compiled from exit surveys and interviews with vehicle recipients who have participated in the Wheels of Success program since its inception, greater than 91% of all vehicle recipients are still working and or/attending school at least 12 months after receiving their “new to them” vehicles. Almost 100 percent reported in their exit interviews that their quality of life has improved in terms of increased opportunities at work; ability to pursue education; reduced stress; improved access to healthcare for themselves and their family members; and, having more personal time and/or leisure time to spend with family and friends.

B.4. Describe your onboarding process and program implementation timeline across the organization and for this program.

WOS has an established hiring and onboarding process. The Client Coordinator/Case Manager (CC/CM) will be in place by October 1 and will dedicate 25% of their time to WWP. This critical position touches every WOS client. The CC/CM reviews applicants, enrolls eligible clients, assists in creating an individualized service plan, provides referrals and connections to other resources in the community to address additional identified basic needs, and coordinates clients in our pay it forward program, car care class, and data collection. The CC/CM schedules clients for their 3 hours/month assistance to WOS and uses this time to check in with each client to troubleshoot any unforeseen issues. CC/CM works with partners/community agencies to update resources available to assist clients. Timeline: Oct. 2025: CEO accepts award; sets up dedicated accounts for program revenue/expenses; dedicated data file for clients is established; trains CC/CM; and notifies Pinellas partners of WWP. November 2025 -August 2026: CC/CM meets with Pinellas partners to confirm referral procedures. WWP assists up to 20 Pinellas County clients identified by partner organizations or employers. Program reports are completed, financial documentation is maintained, and reimbursements are submitted as required. Client data is collected/reported. Monthly car care classes are conducted. September 2026: WWP provides services to 20 Pinellas County clients. Final program reports and financial documentation are completed.

C. Community Needs

Completed by info@wheelsofsuccess.org on 4/4/2025 2:15 PM

Case Id: 19092

Name: Wheels of Success, Inc.

Address: *No Address Assigned

C. Community Needs

Please provide the following information.

C.1. Clearly identify the need to be addressed through the proposed program.

Access to transportation is critical for people to meet basic needs including housing, work, school, and food shopping. Transportation access is an equity issue and a social determinant of health component. Experts are using transportation insecure to describe the consequences of insufficient transportation when a person can't regularly move from place to place in a timely manner. The University of Michigan has developed a tool modeled after the Food Security Index to quantify the prevalence of transportation insecurity. The Transportation Security Index identifies those experiencing transportation insecurity by looking at their symptoms such as worrying about whether or not they could get somewhere due to transportation issues. Transportation insecurity is most common among adults who are low-income, live in an urban area, with less education, and non-White. The Robert Wood Johnson Foundation acknowledged the link between mental wellness and transportation. The ability to access reliable, convenient, safe transportation is intertwined with mental wellness - mental wellness issues can affect a person's ability to access reliable transportation, and a lack of reliable transportation can isolate people and cause stress, increasing the risk for mental wellness issues. U.S. Bureau of Labor Statistics shows Tampa Bay-area households spent nearly 20% of their budget on transportation costs and the Tampa Bay Partnership Regional Competitiveness Report found that Tampa Bay ranks 18th out of 20 peer cities in transportation expenditures (auto ownership/usage and transit costs). Local transportation costs have risen due to higher fuel costs and supply chain issues for both cars and parts, but wages are not keeping pace. Additionally, costs for car major repairs now average \$3,000-\$3,500 per vehicle and are likely to increase due to tariffs.

C.2. Provide current supporting statistics or data specific to Pinellas County such as needs assessments, interviews, waiting lists, surveys, trends and/or analyses to demonstrate the need described in C1.

The Center for Neighborhood Technology's Housing and Transportation Affordability Index provides unique insight into true living costs based on reliable data. Typically, a household's second-largest expenditure, transportation costs are largely a function of the characteristics of the neighborhood in which a household chooses to live. Location matters - compact and dynamic neighborhoods with walkable streets and high access to jobs, transit, and a wide variety of businesses are more efficient, affordable, and sustainable. Only 1% of Pinellas neighborhoods were determined as location efficient neighborhoods. Additionally on a 1-10 scale, Pinellas County scored a 4 - indicating just moderate access to public transportation. Finally, Pinellas transportation costs average 20% of annual income for typical households. Working participants targeted for this proposal likely earn much less, further endorsing the need for the Working Wheels program. (<https://htaindex.cnt.org/about/>) Data from the Pinellas Suncoast Transit Authority FY 2021-2030 Transit Development Plan reports most commuters (87%) spend less than 45 minutes traveling to/from work, with nearly 45% spending 20-44 minutes commuting. Further examination of commute times by mode of travel shows a considerable difference in average travel time for commuters who drove alone compared to transit riders. 42% of commuters who drove alone had a commute time of less than 20 minutes compared to only 20% of transit riders. Conversely, just 5% of commuters who drove alone had a commute time of 60+ minutes compared to 33% of transit riders. Bus transportation for working adults is not convenient in terms of location and schedule, and travel time by bus takes longer comparable to driving. Pinellas County is also ranked the most dangerous place in Florida for pedestrians and bicyclists by the state. Lastly, Pinellas County counted over 10,000 vehicles flooded during the 2024 storm season

paralyzing hardworking residents.

C.3. Is the program new and innovative, or is funding sought to expand capacity or service in an existing program, or continuation of current funding? No points to be assessed for this question.

Expand Capacity or Service

C.4. If new and innovative, discuss what is currently being done in the community to address the need and how this program differs to provide better results. If expanding capacity, describe the current services available in the community, numbers unserved, and how the proposed program will reduce the number of unserved. If continuation of funding discuss what has been done to obtain alternate funding?

Currently WOS is serving a limited number of Pinellas County residents due to a lack of funding dedicated to the county. In our last fiscal year, WOS provided 14 services to Pinellas County residents. These 14 services represent just 23% of the 60 eligible requests we had last year. Even though WOS has not encouraged referrals for Pinellas County services, our partners continue to identify residents in Pinellas County who could benefit from our services. Working Wheels Pinellas will permit WOS to expand to serve up to an additional 20 eligible clients through the proposed request. WOS is proud to share the following Pinellas County success story. As someone who aged out of the foster care system and now a single Dad, Nate came to us from Ready for Life needing a car so they could hire him full time as a case worker. Through a grant from TEGNA we were able to put him into his first car two years ago and he has been on the road to success ever since. Excelling at his job since he can now get there on time and at all hours, raising his son and recently being awarded a Habitat house which he would not have qualified for had he not gotten his full time job at Ready for Life which helped improved his credit score. Nate has accomplished all we hope for in our outcomes for our recipients: getting a full time job and a raise as well as a second job, improving his credit, getting into his own home, and now purchasing a newer car through our social enterprise after having an accident and totaling his car (not at fault), using the money he received from the insurance company for his Wheels' car as a down payment. Nate is just one of our many success stories thanks to funding from multiple sources.

If currently funded, please provide outcomes/utilization/success?



Outcomes/Utilization/Success

***No files uploaded*

C.5. Describe how the proposed program will coordinate with existing programs in the community. If program is working with partners, please include a collaborative letter showing how both sides would be working on project.

WOS works with referral partners for services. These include but are not limited to United Way Suncoast, Veterans Administration, CASA, Hands Across the Bay, Ready for Life, Pinellas Opportunity Council, Homeless Empowerment Center, Boley Center, St Vincent de Paul, Gulf Coast Jewish Family Services, Habitat for Humanity Tampa Bay Gulfside, and multiple employers such as hospitals and the school system. These partners use the online application from WOS' website to initiate referrals (<https://www.wheelsofsuccess.org/get-help/overview/>). WOS' CEO and Client Coordinator/Case Manager will extend our relationships in Pinellas County to ensure adequate referrals are received.

Please upload Collaborative Letter



Collaborative Letter

***No files uploaded*

D. Scope of Services

Completed by info@wheelsofsuccess.org on 4/4/2025 2:15 PM

Case Id: 19092

Name: Wheels of Success, Inc.

Address: *No Address Assigned

D. Scope of Services

Please provide the following information.

Program Specifics

D.1. Describe the proposed program. Services to be delivered should be clearly identified. Include information regarding evidence-based practices or best practice models used, if applicable.

WOS is requesting \$73,300 for our Working Wheels Pinellas program. Dedicated to assisting hard working Pinellas County residents, this program will provide “new to them” vehicles or major car repairs and/or car services for up to 20 deserving individuals and their families. If repair costs are lower, WOS will serve additional clients. The clients will meet WOS’ guidelines of working and an income up to 250% of poverty. Clients are referred to us through a referring agency partner agency or their employer and are required to make minimal affordable monthly payments, interest free, for one year, attend a Car Care Class and complete 36 volunteer hours back to WOS. WOS provides a hand up to keep people working and sustain their independence. Each client meets (in person, by phone, or virtual) with the WOS CC/CM to confirm eligibility and understanding of WOS requirements, collect needed data, assess other car service needs, and to connect clients to other identified services such as food assistance. The client agrees to the three hours of monthly service to WOS and their “pay it forward” payment (usually about \$100-\$125/month). These “pay it forward” costs cover the internal costs for WOS and create sustainability. The car repair component distinguishes WOS as a best-practice provider. Many low-income car owners cannot afford even simple repairs, and their transportation problems resurface or lead to more expensive repairs. WOS has established relationships with car repair businesses to refer our clients to for the necessary work on their vehicles. WOS staff first approves the repair needed and then the vehicle owner has services completed at one of our partners. The repair partners have a discounted price for services that WOS will pay, and the client pays back up to half of the cost, interest free, not exceeding \$1,500, over an agreed upon time frame.

D.2. What will the funding be used to purchase or pay for to support the program? This should align with the attached Annual Budget and Operational Narrative and the selected priority area (A.12. of the application). Include how does this funding request supplement, not duplicate, current program funding?

Funding from this request will be used to pay 25% of the personnel costs for the CC/CM and the funds are to pay for the actual expenses to repair either “new to them” vehicles or the client’s current vehicle and for related car services such as tag fees, registration, and insurance. WOS has found that the costs for “new to them” vehicles average \$4,000 per vehicle and the costs for major repairs of a client’s vehicle average \$3,500. WOS will have documentation of all expenses for the car repairs and related services. The CC/CM works closely with the Vehicle Coordinator/Lot Manager (VC/LM) who assesses the vehicle needs and related car services for each client. The VC/LM is the liaison between the client and car repair partner shops and helps to assess the potential car repair needs for clients. The VC/LM is an expert mechanic who assesses each client’s vehicle to determine if it is derivable, and if so, the extend of needed repairs. The VC/LM also teaches a monthly car care class that all WOS clients are required to attend. The VC/LM and CC/CM work together to ensure each client is fully served.

D.3. Describe program services including frequency, duration and intensity. Example: Weekly financial literacy

Printed By: Amanda Craft on 4/7/2025

11 of 19

sessions for 20 clients for 6 months or completion of curriculum.

WOS services will occur throughout the funding period. WOS staff work with referring agencies and employers who refer clients to our online application. Clients complete on-line applications. We expect to deal with 2-3 clients monthly until the approved funding is depleted. The CC/CM and WOS staff are available during regular business hours as well as on weekends. The CC/CM works nontraditional hours as needed to meet with clients to assist them in every step of the WWP journey. It generally takes WOS 2-3 months to fully serve an individual client.

D.4. What is the target population and eligibility criteria for the program?

The target population for Working Wheels is residents of Pinellas County who are working full-time, at least 32 hours weekly or have a verifiable job offer and whose income does not exceed 250% poverty level. WOS confirms this by employer verification, pay stubs (2) verifying employment, W2 form from the previous year, and/or written offer of employment on company letterhead. Eligible candidates must be (1) families with child(ren)—single Parent (Mother or Father) or an underemployed couple with Child(ren); (2) underemployed working poor who have no dependent children; (3) moderate income families who have no liquid resources and have suffered a catastrophic incident such as: abusive relationship, human trafficking, accident, death of spouse, divorce, fire, hurricane, or illness; and (4) youth (at least age 18) aging out of foster care. All clients must (a) sign contract giving their verbal commitment to remain employed/or notification of termination (with reason); (b) agree to pay it forward a monthly set amount, based on income and 3 service hours per month; (c) provide valid Florida driver's license; (d) provide proof of insurance; (e) complete exit surveys about the impact of participation in the program; and (f) attend car care class prior to receipt of vehicle. Clients for Working Wheels Pinellas will be referred by partners including social service agencies, churches, or employers.

D.5. Provide the geographic service area(s) and hours and days for the program during contract period.

Working Wheels is open to any eligible Pinellas County resident, there are no restrictions within the county. WOS' home location is in Hillsborough County; however, the CC/CM will work with the Pinellas County residents at locations within Pinellas County that are convenient to them, potentially at partner agencies in Pinellas County. The CC/CM will collect information to determine each applicant's eligibility and develop an individual plan for each client in Pinellas County to ensure their long-term success through WWP. General operating hours are Monday through Friday from 8:30 a.m.-5:30 p.m., every other Saturday. However, WOS staff can flex their hours to accommodate client needs. Additionally, the car care classes are offered on weekends so that participants do not have to miss work.

D.6. Describe the program staff, including qualifications, expertise, and credentials, if required.

The Client Coordinator/Case Manager (CC/CM) works directly with each client to assess eligibility; collect data; mitigate client vehicle barriers to success such as fines, insurance, or other issues; schedule monthly 3 hours of service; set up "pay it forward" payments; and mitigate non-vehicle barriers for client success. The Vehicle Coordinator/Lot Manager (VC/LM) who is funded through other sources has a background in customer service and is an expert mechanic with an understanding of the automotive business. He assesses the vehicle needs for repairs (if drivable) and passes it on to the WOS CEO for approval. He will expand partnerships with Pinellas County car repair professionals to accommodate the 20 vehicles proposed. The VC/LM helps teach the required car care class held each month. This position troubleshoots and solves the vehicle issues to ensure success. Each position requires excellent customer service skills, high school education, and the ability to troubleshoot client situations. The CC/CM must possess computer skills including client data entry, documentation, and reporting.

E. Program Outcomes and Goals

Completed by info@wheelsofsuccess.org on 4/4/2025 2:15 PM

Case Id: 19092

Name: Wheels of Success, Inc.

Address: *No Address Assigned

E. Program Outcomes and Goals

Please provide the following information.

E.1. Describe the goal(s) of the program using the Program Goals and Outcomes Template [Program Goals and Outcomes Template](#). Please download, complete, and upload below. Include for each goal being addressed:

- **Outcomes** - *Describe the changed state in the program participants or broader community that can be measured and identified. Include % change.*
- **Indicators** - *Identify qualitative and quantitative indicators to measure the outcomes.*
- **Methods of Evaluation** - *Identify how these outcomes will be measured (e.g. surveys, staff observation, program plans, assessments, self-reports.*
- **Measurement Intervals** – *Identify when the measures will be captured. (The goals and objectives must be measurable within a twelve (12) month period.)*



Outcomes and Goals Template Save as Outcomes and Goals Agency name *Required

Outcomes and Goals Wheels of Success.docx

E.2. What information will be collected to demonstrate program success?

Clients perform an Exit Survey upon completion of their year of paying it forward and this tool is used to measure the effectiveness of our program along with payment statistics and volunteer hours served as a part of our pay it forward initiative. In an analysis of data compiled from exit surveys and interviews with every vehicle recipient who has participated in the Wheels of Success program since its inception, greater than 91% of all vehicle recipients are still working and or/attending school at least 12 months after receiving their “new to them” vehicles. Almost 100 percent reported in their exit interviews that their quality of life has improved in terms of increased opportunities at work; ability to pursue education; reduced stress; improved access to healthcare for themselves and their family members; and, having more personal time and/or leisure time to spend with family and friends.

E.3. Describe how client/individual data is collected. (Please be specific on the platform your program uses if you collect data electronically, and the interval at which data is collected)

The data collected by WOS includes basic demographic and eligibility information. This data is collected in standard Microsoft word and excel and then entered into WOS' proprietary database (NeWord) that tracks all clients and vehicles.. The evaluation data is collected through a Survey Monkey questionnaire. The data collected includes employment status including promotions, raises, new position/second job since received services, education updates, family activities, community/religious activities, and medical/dental appointment participation. Additionally, each person is asked if they would permit WOS to “tell their story”, if they would recommend WOS to others, and how the program could be improved.

F. Budget

Completed by info@wheelsofsuccess.org on 4/4/2025 2:16 PM

Case Id: 19092

Name: Wheels of Success, Inc.

Address: *No Address Assigned

F. Budget and Financial Sustainability

Please provide the following information.

F.1. Total Agency budget for entire organization (local) This should be the largest amount.

\$915,000.00

F.2. Total Program budget. Amount currently allocated to fund the program with the requested Social Action Funding.

\$98,300.00

F.3. Total Pinellas County Social Action Funding request.

\$73,300.00

F.4. What percentage of the program budget will be funded with Pinellas County Social Action Funding?

74.56%

F.5. What other funders also financially support this program? To include the amount of funding and what those funds are used for.

At the present time there are no other dedicated Pinellas County only funders. The other funding comes from the pay-it-forward actions of the recipients. This funding covers WOS operational costs such as accounting, insurance, occupancy, payroll, staff leadership, etc. Our general operations also receive funding from multiple sources including our signature fundraising events and donors who provide unrestricted funds.

F.6. What other Pinellas County funding does the organization receive for any and all programs?

WOS receives funds from some organizations that are open to anyone eligible client in our three county service area. At the present time WOS does not have a funding source that is strictly for Pinellas County residents. Our current funders include Community Foundation Tampa Bay, Santander Consumer USA, GTE Financial, Wanda and Jim Moran Foundation, Truist, TEGNA, Amscot, Florida Medical Clinic Foundation of Caring, Children's Board of Hillsborough County, Wawa, and others.

F.7. Describe the organizations plan for financial and program sustainability beyond fiscal year 2026.

The proposed program will continue beyond the expiration of this funding through a combination of sources. WOS will continue to seek out grant funding supplemented with our social enterprise car buying and selling, fundraising events, client "paying it forward", and donations. WWP will assist WOS in cultivating new relationships and partnerships with agencies and employers that can lead to increased funding and successful outcomes for Pinellas County residents.

F.8. Please download and complete the [Annual Budget](#) form.



Annual Budget Narrative *Required

FY26 Annual Budget Report Wheels of Success.xlsx

G. Required Documents

Completed by info@wheelsofsuccess.org on 4/4/2025 2:20 PM

Case Id: 19092

Name: Wheels of Success, Inc.

Address: *No Address Assigned

G. Required Documents

Please upload the following documents.

Documentation



Proof of 501(c)(3) status save as 501c3 Agency name *Required

IRS Public Charity (501c3) Letter 05-01-08.pdf



Proof of incorporation in the State of Florida for at least one (1) year Save as Incorporation Agency name

***Required**

Incorporation Wheels of Success.pdf



Most Recent Financial and Single Audit (required if available) or IRS Form 990 (only if audit unavailable) Save as Audit Agency name *Required

Audit Wheels of Success - 990.pdf



W-9 with legal name which matches that of applicant name Save as W9 Agency name *Required

W-9 2025 (1).pdf



Current Certificate of Insurance Save as Insurance Agency Name *Required

Insurance-Wheels of Success.pdf



Completed [Internal Control Checklist](#) Save as Internal Control Checklist Agency name *Required

Internal Controls_Wheels of Success.pdf

☒ [Annual Budget](#) Report Save as Annual Budget Agency name ***Required**

Annual Budget Wheels of Success.pdf

☒ **Outcomes and Goals Template** Save as Outcomes and Goals Agency name ***Required**

Outcomes and Goals Wheels of Success.docx

☒ **Current state licenses or registrations**

Dealer license 2024-2026.pdf

☒ **Local Agency Organizational Chart** Save as Org chart Agency name ***Required**

Org chart Wheels of Success.pdf

☒ **Program Job Descriptions, if funding supports salaries if applicable** Save as Job Descriptions Agency name

Job Description Client Coordinator Case Manager.docx

☐ [Housing First Checklist, if applicable](#) Save as Housing First Agency name

***No files uploaded*

☐ **Shelter Entrance Criteria, if applicable** Save as Shelter Entrance Criteria Agency name

***No files uploaded*

☒ [Data Control Questionnaire](#) Save as Data Control Questionnaire Agency Name ***Required**

Data Control Questionnaire Wheels of Success.pdf

☒ [HS E-Verify Affidavit](#) Save as Everify Agency name ***Required**

E Verify Wheels of Success.pdf

☐ **Board Member List, Including mailing and email addresses and phone numbers, if applicable Save as Board Members Agency name**
***No files uploaded*

☐ **Accreditation, if applicable Save as Accreditation Agency name**
***No files uploaded*

☒ **Human Trafficking Affidavit Save as Human Trafficking Agency Name *Required**
Human Trafficking Affidavit Wheels of Success.pdf

☐ **Travel / Mileage policy if funding is requested Save as Travel policy Agency name**
***No files uploaded*

☐ **Conflict of Interest Policy if available Save as Conflict of Interest Agency name**
***No files uploaded*

☐ **Program Policy and Procedures if available Save as Program Policy and Procedures Agency Name**
***No files uploaded*

Submit

Completed by info@wheelsofsuccess.org on 4/4/2025 2:21 PM

Case Id: 19092

Name: Wheels of Success, Inc.

Address: *No Address Assigned

Certification

Once an application is submitted, it can only be "Re-opened" by an Administrator.

By clicking submit, I certify that I am an authorized representative of the proposing agency and the information contained in this application is true and accurate to the best of my knowledge and due diligence.

I also understand that applications are limited to one per organization, and if more than one application is submitted by my organization, only the most recent will be considered for funding.

Authorized Representative Signature

Susan Jacobs

Electronically signed by info@wheelsofsuccess.org on 4/4/2025 2:20 PM

Date Submitted

04/04/2025

Program Description

Completed by pathway.success@yahoo.com on 3/30/2025 1:21 PM

Case Id: 19102

Name: PATHWAY TO SUCCESS MINISTRIES INC.

Address: *No Address Assigned

Program Description

Please provide the following information.



Social Action Funding Application for the funding period of October 1, 2025 - September 30, 2026

**Pinellas County Board
of County
Commissioners**
Human Services
440 Court St, 2nd Floor
Clearwater, FL 33756

Pinellas County Human Services is accepting applications from qualified non-profit organizations desiring to provide social services to low-income residents of Pinellas County.

The Social Action Grant Program provides funding to social service organizations for priority services that directly support Pinellas County.

The attached Social Action Grant Program application instructions outline the competitive process for the selection of organizations to receive Social Action Funding Grants as allocated by the Pinellas County Board of County Commissioners (Board) for FY 2026

Funding applications are limited to a minimum of \$10,000.00 and a maximum of \$150,000.00. Only one (1) application may be submitted per agency. Applicants may apply for either a large award (\$100,000.00 - \$150,000.00), or a small award (\$10,000.00 - \$99,999.00). A maximum of five large awards will be made, with the remainder of funding allocated to small awards. The amount requested does not guarantee an award. Actual awards will be based on the recommendation of the review committee and approval of the Board. The funding priorities for the Social Action Grant Program are:

- **Food and Nutritional Services:** including food banks, meal delivery, congregate dining, and related supportive services.
- **Homeless Prevention and Supportive Services:** including homeless outreach and engagement, prevention and diversion services, system navigation, and shelter and housing support.
- **Healthcare and Human Services for Disadvantaged Residents:** including, but not limited to, specialized healthcare services, workforce development, life skills training and support, transportation or mobility assistance, chore services, health and hygiene support, and specialized mentoring or educational programs for

disadvantaged populations.

- **Supportive Services for an Aging Population:** any of the above listed types of programs or additional supportive programs targeted to an aging population.

The submission deadline for all applications is April 4, 2025 at 4:00 PM (no exceptions). Organizations must utilize the online application through the Neighborly System. Please allow ample time for submission and technological challenges, as late applications will not be accepted. For questions regarding your application, please contact: Amanda Craft at acraft@pinellas.gov.

ELIGIBILITY CRITERIA

- ☒ The applicant organization must agree to the terms and conditions contained in the Pinellas County Social Action Program Agreement. **NO EXCEPTIONS** to the terms and conditions of the agreement will be permitted. The County reserves the right to update these terms and conditions from time to time and as needed to meet the needs of the County.

DISCLAIMER

- ☒ Pinellas County Government reserves the right to: 1) cancel the application process; 2) accept or reject any or all applications received; 3) waive any non-substantive deficiency or irregularity, waive or remedy any technical or immaterial errors; 4) request any necessary clarifications of proposal data without changing the terms of the proposal; 5) negotiate with any qualified applicant; 6) award a contract in what it believes to be the best interest of the County; 7) cancel the request, in part or its entirety, if it is deemed to be in the best interest of the County; 8) reject the program of any applicant that has previously failed to perform properly; 9) reject the program of any applicant who has failed to complete a contract within the specified timeframe; 10) reject the program of any applicant that is not in a position to fulfill a resulting contractual obligation.

EXCLUSIONS

The following are not eligible for Social Action Grant funding:

1. Capital Expenses
2. Improvements to Real Properties
3. Indirect Cost Rate (e.g. a fixed % of the program budget; direct costs are allowable)
4. Research studies or technical assistance
5. Employee or volunteer incentives
6. Legal fees or any expenses specifically related to criminal activity including court costs, citations, restitution, child support, alimony, or immigration related expenses
7. Alcohol, tobacco, firearms or lottery tickets
8. Expenses related to immigration or returning to country of origin
9. Gift Cards
10. Money orders
11. Property taxes
12. Vehicle purchases

FATAL CRITERIA

- Agency has not been incorporated in the State of Florida for a minimum of one (1) year.
- Agency does not have a 501 (c) (3) status for a minimum of one (1) year.
- Agency is not in compliance with an existing County contract at the time of submission.
- Agency's proposal is under/over the minimum (\$10,000.00)/ maximum (\$150,000.00).
- Application is late (system will not allow incomplete or late submissions).
- Application does not include a budget.

Please [CLICK HERE](#) to download a copy of the full program description.

☒ I acknowledge that I have clicked the above link and reviewed all program documentation.

Please [CLICK HERE](#) to download a copy of the Agreement.

☒ I acknowledge that I have clicked the above link and reviewed and agree to all terms.

Please [CLICK HERE](#) to view Frequently Asked Questions

NOTE: Incomplete applications will not be accepted by the system.

Eligibility

Completed by pathway.success@yahoo.com on 3/30/2025 1:25 PM

Case Id: 19102

Name: PATHWAY TO SUCCESS MINISTRIES INC.

Address: *No Address Assigned

Eligibility

Please provide the following information.

1. Is the applicant organization a non-profit 501 (c) (3) organization for at least one (1) year and incorporated in the State of Florida for at least one (1) year prior to date of application? The program is funded by local tax revenue. As such, publicly funded organizations are not eligible for awards under this solicitation.

Yes

2. Is the applicant organization the organization providing the proposed services? Subcontracting of contractual services is prohibited.

Yes

3 Do the proposed programs/services serve residents of Pinellas County?

Yes

4. Is the mission of the applicant organization consistent with the goals of the Social Action Grant Program to address the health, economic, and social well-being of Pinellas County residents in need of assistance? The applicant organization must not discriminate against any applicant for employment or employee with respect to hire, tenure, terms, conditions or privileges of employment or any matter directly or indirectly related to employment or against any client because of age, sex, race, ethnicity, color, religion, national origin, disability, marital status, or sexual orientation.

Yes

5. Does the applicant organization discriminate against any person on the basis of age, sex, race, ethnicity, color, religion, national origin, disability, marital status or sexual orientation in admission, treatment, or participation in its programs, services and activities?

No

6. Do the programs proposed by faith-based organizations have a secular purpose, and do not require worship or religious instruction activities? Services provided by faith-based organizations must be available to all Pinellas County residents, not solely for congregation members.

Yes

7. Are you an individual seeking financial assistance for yourself or another individual?

No

A. Agency Information

Completed by pathway.success@yahoo.com on 4/4/2025 3:49 PM

Case Id: 19102

Name: PATHWAY TO SUCCESS MINISTRIES INC.

Address: *No Address Assigned

A. Agency Information

Please provide the following information.

LEGAL AGENCY INFORMATION (FOR CONTRACT)

A.1. Legal Organization Name

PATHWAY TO SUCCESS MINISTRIES INC.

A.2. DBA (if applicable)

A.3. Legal Address

1530 S FT HARRISON AVENUE Suite D CLEARWATER, FL
33756

PROJECT INFORMATION

A.4. Program Name/Project Title

PTS HOMELESS PREVENTION

A.5. Summary - provide a brief summary of program and how funding would be utilized.

The Housing Prevention Program helps individuals and families at risk of homelessness by providing essential services, including temporary housing for those in crisis, financial aid to maintain stable housing, guidance for securing long-term housing, and assistance for individuals transitioning from incarceration.

A.6. Physical Program Address

1530 S FT. HARRISON AVENUE Suite D CLEARWATER, FL
33756

A.7. Program Manager First Name

ASHEN

A.8. Program Manager Last Name

KING

A.9. Program Manager Title

President

APPLICATION CONTACT INFORMATION

A.19. First Name

ASHEN

A.20. Last Name

KING

A.21. Contact Person/Title

ASHEN KING

A.22. Contact Email

PATHWAY.SUCCESS@YAHOO.COM

A.23. Telephone

7277353013

A.24. Executive Officer with signing authority First Name

ASHEN

A.25. Executive Officer with signing authority Last Name

KING

A.26. Executive Officer Title

PRESIDENT

A.27. Executive Officer Email

PATHWAY.SUCCESS@YAHOO.COM

A.28. Executive Officer Phone Number

(727) 735-3013

A.10. Program Manager Email

PATHWAY.SUCCESS@YAHOO.COM

A.11. Program Manager Phone Number

(727) 735-3013

A.12. Social Action Funding Priority Area

Note: Only one (1) application may be submitted per organization. If more than one is submitted, only the first will be considered for funding.

Homeless Prevention and Supportive Services

A.13. Funding Category **ONLY SELECT ONE**

☒ \$10,000.00-\$99,999.00

☐ \$100,000.00-\$150,000.00

A.14. Total Amount Requested

Note: Max request is \$150,000.00

\$100,000.00

A.15. Taxpayer/Employer ID

451782492

A.16. Unique Entity Identifier (UEI- Federal SAM.GOV Number, if registered

SDV4SMC8HCF9

A.17. Date of incorporation in Florida

03/26/2014

A.18. Date of 501(c)(3) Status

01/29/2015

B. Organization Profile

Completed by pathway.success@yahoo.com on 4/3/2025 2:39 PM

Case Id: 19102

Name: PATHWAY TO SUCCESS MINISTRIES INC.

Address: *No Address Assigned

B. Organization Profile

Please provide the following information.

B.1. Describe how the mission and purpose of the agency align with the funding priority area.

Our agency is firmly committed to the prevention of homelessness and the promotion of long-term housing stability for individuals and families facing crises. We recognize that stable housing is not merely a necessity but the cornerstone for achieving a healthier, more self-sufficient future. With this belief as our guiding principle, we have designed our programs to deliver comprehensive support tailored to the unique needs of those we serve. This support not only includes access to safe and affordable housing but also encompasses essential resources such as financial counseling, job placement services, and mental health assistance. Our initiatives are strategically aligned with key funding priority areas, ensuring that we effectively address the multifaceted challenges associated with housing instability and work toward sustainable solutions. We have crafted a holistic approach aimed at supporting those at risk of homelessness, guided by the principle of comprehensive care. Our programs extend beyond merely providing safe and affordable housing; they encompass a variety of essential services designed to empower individuals and families on their path toward stability. By utilizing available resources and collaborating with community partners, we strive to tackle the root causes of housing instability and implement sustainable solutions that foster lasting change. The core of our mission is a steadfast commitment to dignity, empowerment, and opportunity—ensuring that every individual and family we serve is equipped with the necessary support to attain housing stability and secure a brighter future!

B.2. Describe your board membership and how the board is reflective of the target population.

The board is comprised of committed individuals with diverse expertise and lived experiences that are aligned with our mission to prevent homelessness and promote stable housing for individuals and families in crisis. The board includes professionals from various fields, such as social services, housing advocacy, financial planning, and counseling, ensuring a comprehensive approach to addressing homelessness. Moreover, the composition of our board reflects the demographic of the populations we serve. We prioritize the representation of individuals who have experienced housing instability, ensuring that our strategies and policies are informed by authentic challenges and viable solutions. This inclusive approach fosters community engagement and empowers those directly affected to participate actively in the decision-making process. Additionally, our board members come from diverse socioeconomic and cultural backgrounds to guarantee that our initiatives are equitable and inclusive. We also emphasize the cultivation of partnerships with both public and private entities, including government agencies, philanthropic organizations, and corporate sponsors. This multifaceted strategy enhances our impact while minimizing dependence on any single funding source. Furthermore, we encourage contributions from board members, both financial and in-kind, as a manifestation of their commitment to our mission. Although such contributions are not obligatory, they exemplify leadership and dedication, thereby setting a standard for others and reinforcing a culture of philanthropy within our organization.

B.3. Explain the organization's experience relevant to the proposed priority area.

Our organization has extensive experience operating emergency homes that provide immediate, safe, and secure housing for individuals and families facing crises. With a deep commitment to our community, we have developed a comprehensive, person-centered approach that addresses both immediate housing needs and long-term stability. Our team has worked directly with individuals and families to navigate complex housing challenges. Over the years, we have

gained experience in supporting mental health needs, assisting survivors of domestic violence, helping individuals experiencing homelessness, and aiding those affected by sudden displacement. Our transitional housing is designed to accommodate diverse populations and address potential language barriers. Our board members bring a wealth of experience in housing stability, financial empowerment, and community collaboration to effectively support individuals and families facing homelessness. As community advocates, we understand the importance of collaborating with property managers, property owners, and community partners to expand access to affordable housing. By leveraging these relationships, we proactively identify and secure housing opportunities for those in need. We have learned that a person-centered approach is essential, recognizing that every individual's situation is unique. By tailoring our assistance to meet specific needs—whether through financial coaching, legal support, or direct advocacy—we empower participants.

B.4. Describe your onboarding process and program implementation timeline across the organization and for this program.

We have established a structured onboarding process to ensure a smooth and efficient experience for both volunteers and participants. Our agency receives referrals through various channels, including email, phone calls, or in-person visits at shelters. ****For Volunteers and Staff:**** Our primary focus is on understanding the nonprofit's mission, policies, and operational procedures. This typically involves a three-step process: 1. ****Orientation & Mission Alignment**** 2. ****Shadowing & Mentorship**** 3. ****Role-Specific Training**** ****For Clients, the onboarding consists of the following steps:**** 1. Clients complete a simple intake form, which can be done online, in person, or over the phone. This helps assess their current situation and future goals. 2. Our board directors evaluate the availability for the client and determine whether a suitable placement can be made. 3. Required documentation is obtained from either the case manager or the client themselves. 4. Funding assistance is provided by the state of Florida, which may cover deposit assistance and the first month's rent, if applicable. 5. Clients are typically housed the next day and undergo a one-on-one assessment within 14 days to ensure they have access to wraparound services. These services may include job placement support, mental health services, food stamp assistance, family reconnection support, spiritual guidance, and much more!

C. Community Needs

Completed by pathway.success@yahoo.com on 4/4/2025 11:15 AM

Case Id: 19102

Name: PATHWAY TO SUCCESS MINISTRIES INC.

Address: *No Address Assigned

C. Community Needs

Please provide the following information.

C.1. Clearly identify the need to be addressed through the proposed program.

There is an increasing number of families with children and individuals who are currently in shelters, on the streets, or living with family due to housing insecurity. Some of the most common reasons for this rise include job loss, lower wages, domestic violence, medical emergencies, exiting incarceration, substance abuse, and distancing from family. Pinellas County offers shelters, transitional houses, and affordable housing units; however, there are more people in need than available spaces. The county's population growth has exceeded national averages, leading to a heightened demand for housing. This surge has resulted in significant increases in rental prices, with some areas seeing rent hikes of up to 20%, causing individuals to scramble for solutions—temporarily or long-term. Despite the efforts of Pinellas County, the demand continues to outpace supply, highlighting the need for sustained and coordinated strategies to tackle the root causes of homelessness in the community. Because homelessness arises from a complex set of issues, effective solutions necessitate a comprehensive approach, including affordable housing programs, job training, mental health care, and social services. Pathway to Success Ministries is committed to assisting as many individuals as possible within Pinellas County through our Housing program. Our housing project aims to address various issues arising from these circumstances. One key focus is providing structured transitional and permanent housing for those transitioning from homelessness, incarceration, or crisis situations. We have acquired properties, both owned and leased, and offer accommodations with lease terms ranging from 7 to 12 months. We provide shared homes and private furnished bedrooms, including utilities at affordable rates. There are instances where individuals seek housing navigation services instead of shared homes. In these cases, we focus on helping them secure affordable housing, negotiating with landlords, and providing financial planning support. Our navigation services are often delivered during street outreach initiatives, shelter visits, and in collaboration with community partners, ensuring individuals have the guidance needed to obtain necessary documents for state assistance. We aim to expand our services to include not only referrals but also direct assistance with deposits and utility bills for families facing disconnection orders. One of our significant successes has been our life skills program, which includes budgeting, conflict resolution, credit courses, decision-making training, and de-escalation techniques to prepare individuals for real-world challenges. Pathway to Success is actively addressing housing instability through our housing program, ensuring that vulnerable individuals and families can access safe and sustainable housing! Pathway to Success Housing program is an active member of the COC and reports to the Homeless Management Information System!

C.2. Provide current supporting statistics or data specific to Pinellas County such as needs assessments, interviews, waiting lists, surveys, trends and/or analyses to demonstrate the need described in C1.

Pinellas County, Florida, is facing serious housing challenges that highlight the urgent need for improved housing assistance programs, navigation services, and supportive interventions. A significant factor contributing to these challenges is the rising rental rates, with the median gross rent in the county at approximately \$1,525 per month. This situation presents affordability issues for many residents, leading to a rising number of households experiencing housing cost burdens. Pathway to Success Ministries is active with the Homeless Leadership Alliance in which states many renters in Pinellas County are affected, with a substantial portion spending over 50% of their income on housing. The

Point in Time Count indicates a concerning rise, reporting 586 chronic homeless households without children, and a total of 679 chronic homeless households overall. These statistics illustrate the demographic trends necessary for compliance with HUD reporting guidelines. Despite the county's efforts to provide public and low-income housing, the waiting lists for key public housing communities—including Rainbow Village, Lakeside Terrace, and Norton Apartments—are closed, showing a strong demand and limited availability. According to pinellashousing.com, housing vouchers have been available in the past, but the last opportunity for applicants was a brief window from August 30 to September 1, 2022, which signals the scarcity of options for new candidates. Moreover, organizations like Healthy St. Petersburg have identified links between housing instability and health disparities in the county, especially along racial and economic lines, underscoring the need for supportive housing services. The combination of rising housing costs, a large portion of the population facing financial burdens, long waiting lists for assistance, and documented cases of homelessness stresses the demand for expanded housing assistance programs, efficient housing navigation services, and comprehensive support in Pinellas County. Tackling these issues is crucial for fostering housing stability and enhancing the overall quality of life for residents in the Pinellas County area!

C.3. Is the program new and innovative, or is funding sought to expand capacity or service in an existing program, or continuation of current funding? No points to be assessed for this question.

Expand Capacity or Service

C.4. If new and innovative, discuss what is currently being done in the community to address the need and how this program differs to provide better results. If expanding capacity, describe the current services available in the community, numbers unserved, and how the proposed program will reduce the number of unserved. If continuation of funding discuss what has been done to obtain alternate funding?

Due to the increasing demand for emergency housing, rental assistance, and transitional housing we are seeking to expand our capacity to offer additional temporary and permanent housing for individuals and families in crisis with the additional units within the Pinellas County. This expansion will increase the availability of emergency and transitional housing beds for the homeless population, allowing us to serve an additional 100+ individuals annually. Currently, our rental assistance program is limited by funding constraints. Without increased financial support and capacity, hundreds of individuals and families will remain without stable housing or essential support services. We aim to provide additional units for low-income individuals to include private family homes and shared housing. Shared homes are utilized with shared common spaces and private rooms. Each location of the shared homes allows 3 to 4 individuals housing opportunities! Moreover, we aspire to enhance our Rental Assistance Program by allocating supplementary funding to prevent eviction for at-risk households, thereby reducing the number of individuals who become newly homeless. Pathway to Success has achieved considerable success in offering homeless navigation services within our Pinellas County communities, and we propose to expand these services by hiring two part-time housing specialists. This addition will reduce wait times and improve placement efficiency. The specialists will also assist in broadening wraparound support services, which will increase access to mental health care, workforce development, and case management, thereby fostering long-term housing stability. Through these targeted expansions, we anticipate a reduction of at least thirty percent in the number of unserved individuals who engage with our ministry within the first year of implementation. Increased transitional housing units will ensure that those exiting shelters have a stable place to stay, preventing them from returning to homelessness. With our expansion of a rapid response eviction prevention team, it will enable timely interventions helping at-risk individuals retain their housing. Pathway to Success Ministries recognizes the necessity of securing alternative funding for sustained operations. We are actively pursuing additional financial resources through various grant opportunities, including the Healthy St. Pete Grant, the City of St. Petersburg, the Catalyst Grant, the Wawa Grant, and other collaborative grant initiatives. We have already benefited from assistance via the Home Depot Grant and are exploring additional private and corporate partnerships while engaging with local businesses to secure supplementary funding streams. Pathway to Success Ministries collaborates with several nonprofit organizations to strengthen local support including Blazing, Restoring Life Ministries Inc., St. Vincent de Paul, Pinellas

If currently funded, please provide outcomes/utilization/success?



Outcomes/Utilization/Success

***No files uploaded*

C.5. Describe how the proposed program will coordinate with existing programs in the community. If program is working with partners, please include a collaborative letter showing how both sides would be working on project.

To maximize our impact and avoid duplicating services, our proposed housing program for the homeless will integrate seamlessly with existing community resources and service providers. Through strategic partnerships and a collaborative approach, we aim to enhance housing accessibility, streamline supportive services, and create a more efficient pathway to stability for individuals experiencing homelessness. Our program works closely with local shelters, including Pinellas Hope, St. Vincent de Paul, and Safe Harbor, to identify individuals ready for transitional or permanent housing and facilitate smooth transitions. Ensuring a successful shift from homelessness to stable housing requires a structured approach: assessing readiness, matching individuals with appropriate housing, and providing ongoing support to maintain stability. We are collaborating with established agencies to identify individuals in need of structured support, life skills training, job readiness, or substance recovery. We also work alongside case management teams to support individuals with disabilities or those experiencing chronic homelessness who require long-term, low-barrier assistance. In the past, we have been dedicated to setting up on-site housing assessments and case management to help shelter residents transition to stable housing more quickly. Often, client SPDAT scoring and our case management collaboration help us understand factors such as length of homelessness, past evictions, and rental history. Staying connected also enables us to address medical conditions, mental health challenges, or substance use history. Additionally, we partner with Community Action Agencies and the Homeless Leadership Alliance to connect individuals with rental and utility assistance programs. We actively participate in leadership calls to gain insights about the funding opportunities available in Pinellas County. We are actively involved with Continuum of Care and the Homeless Management Information System. Pathway to Success Ministries has also partnered with Publix and Home Depot to assist our clients in securing job opportunities. Through our well-structured employment assistance program, we help individuals experiencing homelessness achieve financial independence, stability, and self-sufficiency. We have partnered with Code box St. Petersburg, which is currently assisting our in-house clients in pursuing careers in AI, coding, and technology! We seek to expand these opportunities further to support our clients in their career development. Moreover, Pathway to Success Ministries actively collaborates with local churches. Our motto is, "We can do better when we do it together!" By integrating with existing community programs, our housing initiative will bridge service gaps, maximize resources, and provide a seamless support system!

Please upload Collaborative Letter



Collaborative Letter

***No files uploaded*

D. Scope of Services

Completed by pathway.success@yahoo.com on 4/4/2025 1:43 PM

Case Id: 19102

Name: PATHWAY TO SUCCESS MINISTRIES INC.

Address: *No Address Assigned

D. Scope of Services

Please provide the following information.

Program Specifics

D.1. Describe the proposed program. Services to be delivered should be clearly identified. Include information regarding evidence-based practices or best practice models used, if applicable.

****Overview of Our Homeless Project**** The Homeless Project is dedicated to providing comprehensive support to individuals and families experiencing homelessness. Our primary focus is on the following key initiatives: ****Emergency and Transitional Housing:**** We offer temporary shelter and transitional housing, utilizing a "Housing First" approach. This methodology aims to eliminate barriers by prioritizing stable housing for individuals before addressing other underlying challenges. Research indicates that Housing First programs yield a housing retention rate of 75-85%. ****Support Services:**** During the transitional period, we provide resources including access to food, hygiene supplies. We are currently seeking additional properties to accommodate more individuals in need of our services. ****Financial Assistance:**** Through our navigation services, we facilitate support for security deposits, rent, and utility payments. Unfortunately, the scope of these opportunities is constrained by limited funding derived from our fundraising efforts, donations, and sponsorships. ****Collaborative Partnerships:**** We have established a partnership with Operation New Hope St. Petersburg and Pinellas Ex-Offender Re-Entry to offer private rooms for individuals who have recently re-entered society after incarceration. ****Community Wrap-Around Services:**** We have a history of providing, and will continue to offer, a range of community wrap-around services. These services encompass workforce development programs such as job readiness training and employment placement, as well as life skills coaching, which includes budgeting, parenting support, and educational pathways. ****Enhanced Career Opportunities:**** We are devoted to expanding career opportunities for our clients by fostering partnerships with organizations such as Code Box. Our ongoing collaborations with career development centers and workforce agencies aim to equip participants with the necessary tools to secure stable employment.

D.2. What will the funding be used to purchase or pay for to support the program? This should align with the attached Annual Budget and Operational Narrative and the selected priority area (A.12. of the application). Include how does this funding request supplement, not duplicate, current program funding?

The funding for our homeless housing program will be allocated to support housing assistance, essential services, operational costs, and capacity-building efforts. Below is a detailed breakdown of how the funds will be distributed: 1. ****Housing Assistance & Direct Client Support Cost****: - Rent, security deposits, and utility assistance to help individuals transition into stable housing. 2. ****Rental Assistance & Security Deposits****: - Support for emergency and transitional housing, including temporary and short-term housing assistance. 3. ****Permanent Supportive Housing****: - Housing support for chronically homeless individuals-providing additional units. 4. ****Housing Navigation Services-Staff support cost****: - Housing navigators and outreach workers who guide clients towards long-term housing solutions. This includes support for landlord outreach, lease negotiations, and tenant education programs. 5. ****Re-Entry Housing Support****: - Specialized assistance for individuals transitioning from incarceration to stable housing, by providing additional units. 6. ****Transportation Assistance****: - Bus passes, ride-share programs, and fuel costs to help clients attend housing appointments and job interviews. 7. ****Workforce Development & Financial Literacy Cost****: - Funding for job training,

resume workshops, and financial coaching to promote long-term stability. 8. ****Life Skills Training****: 9. ****Program Expansion & Sustainability****: - Capacity building and staff training focused on Housing First and evidence-based case management practices. Investment in technology and data management through the Homeless Management Information System (HMIS) for tracking outcomes and improving service delivery. Community outreach and awareness efforts, including public education campaigns and engagement with local partners. - Courses on budgeting, home maintenance, and renters' rights to ensure housing retention. - Funding for job training, resume workshops, and financial coaching to promote long-term stability. Staffing Needs: - ****1 Part-Time Outreach Coordinator**** (Average Annual Salary: \$16,000.00): - Responsible for conducting street outreach to identify unsheltered individuals and families in need of housing assistance. They will visit shelters, encampments, hospitals, jails, and crisis centers to connect with homeless individuals, build trusting relationships with clients through consistent engagement and trauma-informed care, and provide on-the-spot crisis intervention for those in immediate need. They will conduct initial housing assessments to determine eligibility for housing, work with case managers and housing navigators to place clients in suitable housing, connect individuals to employment assistance, and participate in community meetings, homeless task forces, and advocacy events to improve housing policies. 1 **Part-Time Administrative & Compliance Staff**** (Average Annual Salary: \$21,000.00): - This individual will ensure the homelessness housing program operates efficiently and remains compliant with funding and legal regulations. Their duties will include handling scheduling, correspondence, and internal communications; managing client intake records and program files; assisting with budget tracking, invoices, and procurement of supplies; supporting event planning and staff training sessions; maintaining compliance with data protection policies (HIPAA, HMIS, HUD regulations); and overseeing the hiring, onboarding, and training of staff and volunteers. This structured approach will ensure that our program effectively meets the needs of our clients and contributes to long-term solutions for homelessness in our community.

D.3. Describe program services including frequency, duration and intensity. Example: Weekly financial literacy sessions for 20 clients for 6 months or completion of curriculum.

Overview of Homeless Housing and Detailed Services: ****Emergency & Transitional Housing Support**** - ****Frequency:**** Available 24/7 with biweekly one-on-one meetings. - ****Duration:**** 7 months to a year, depending on the client's needs and funding availability. - ****Intensity:**** High-touch support, including weekly check-ins for high-need clients. ****Permanent Supportive Housing (PSH)**** - ****Duration:**** 1 year or more. - ****Intensity:**** Individualized support with 24/5 crisis intervention available. ****Rental Assistance**** - ****Services:**** Short-term rental assistance and landlord mediation. - ****Intensity:**** High engagement at program entry (multiple touchpoints per week), tapering off as stability increases. - ****Frequency:**** Weekly housing navigation appointments, assistance with utility bills, and pledges to cover expedited bills based on appointments and available funding. ****Financial Literacy & Budgeting**** - ****Services:**** Education on budgeting, saving, and credit repair. - ****Frequency:**** Weekly financial literacy sessions for up to 10 clients. - ****Duration:**** 6-month program or until completion of the curriculum. - ****Intensity:**** Interactive, hands-on learning with one-on-one financial coaching available. ****Job Readiness**** - ****Services:**** Resume building, job training, and employment placement support. - ****Frequency:**** Biweekly career coaching sessions with job referrals. - ****Duration:**** 3 to 6 months, with ongoing connections to employers. - ****Intensity:**** High-touch support during the initial job search, transitioning to monthly check-ins after employment. By providing consistent, structured, and intensive services, our program aims to ensure long-term housing stability, financial independence, and overall well-being. Each service is tailored to meet individual needs, with varying levels of support intensity to align with progress and challenges.

D.4. What is the target population and eligibility criteria for the program?

The target population for our homeless services encompasses a diverse array of individuals and families experiencing housing instability due to various social, economic, and personal challenges. Our primary demographic includes individuals and families experiencing homelessness who may be residing in emergency shelters, on the streets, in vehicles, or in other forms of unstable housing. A significant proportion of our clientele has either experienced

homelessness for a duration of 12 months or more or has encountered at least four episodes of homelessness within the past three years. In addition, we extend our services to homeless veterans, particularly those lacking stable housing, including individuals transitioning from military service or Veterans Affairs (VA) programs. Moreover, we have recently intensified our focus on offering re-entry housing support for individuals exiting incarceration. This program targets those who have recently been released from jails, prisons, or other correctional facilities and are lacking stable housing. These individuals face an elevated risk of re-offending due to housing instability and insufficient support systems. The eligibility requirements for our services are designed to be straightforward yet crucial. Individuals must be currently homeless or at imminent risk of homelessness, must be residents of Pinellas County or seeking housing assistance within the county, and must demonstrate a willingness to work toward achieving long-term housing stability. Our program prioritizes the needs of the most vulnerable populations while ensuring that resources are allocated in an effective and efficient manner. By establishing clear eligibility criteria, we facilitate a streamlined process for housing placements, thereby maximizing support for those in need.

D.5. Provide the geographic service area(s) and hours and days for the program during contract period.

Our homeless housing program serves individuals and families within Pinellas County, Florida, covering key areas such as St. Petersburg, Clearwater, Largo, Pinellas Park, Dunedin, Tarpon Springs, and Gulfport. Our Program Operating Hours & Days are as follows: - Emergency & Transitional Housing: 24/5 (Monday-Friday) - Permanent Supportive Housing (PSH): 24/5 (Monday-Friday) - Housing Navigation: 9:00 AM – 5:00 PM (Monday – Friday) - Workforce Development: 10:00 AM – 4:00 PM (Scheduled Sessions) - Crisis Intervention Hotline: Available Saturday & Sunday (Unsolicited hours) Our program operates continuously throughout the contract period, ensuring that emergency housing support and structured services are available 24/5 from Monday to Friday, with some services offered on weekends. We prioritize the most vulnerable populations and ensure effective resource allocation. By establishing clear eligibility criteria, we create a streamlined process for housing placements, maximizing the support available for those in need.

D.6. Describe the program staff, including qualifications, expertise, and credentials, if required.

Our homeless housing program is staffed by a highly qualified team of professionals with expertise in housing navigation, case management, social services, and mental health support. Each staff member plays a crucial role in providing housing stability, supportive services, and long-term self-sufficiency for individuals and families experiencing homelessness. ****Housing Program Manager: **** Supervises housing staff, coordinates service delivery, and ensures program effectiveness. Visits client homes once a week to ensure cleanliness, meet visitation requirements, and conduct random drug testing. A minimum of 1 year of experience working with homeless populations, mental health services, or substance abuse recovery is required. ****Housing Navigators: **** Assist clients in securing stable housing by working with landlords, coordinating rental assistance, and addressing housing barriers. A minimum of 1 year of experience in housing placement, landlord negotiations, and rental assistance programs is required. ****Workforce Development & Financial Literacy Coaches:**** Conduct job readiness workshops, career coaching, and financial education sessions. This role requires experience in workforce development, credit repair, and personal finance training. Coaches will oversee program operations, ensure compliance with funding requirements, and manage partnerships. A minimum of 3 years of experience in homeless services, housing programs, or nonprofit management is required, along with a strong background in HUD policies, grant management, and community collaboration. Our highly skilled team combines professional expertise, lived experience, and evidence-based practices to ensure comprehensive housing solutions for individuals and families experiencing homelessness. Each role is designed to provide specialized support, ensuring successful housing retention and long-term stability.

E. Program Outcomes and Goals

Completed by pathway.success@yahoo.com on 4/4/2025 2:24 PM

Case Id: 19102

Name: PATHWAY TO SUCCESS MINISTRIES INC.

Address: *No Address Assigned

E. Program Outcomes and Goals

Please provide the following information.

E.1. Describe the goal(s) of the program using the Program Goals and Outcomes Template [Program Goals and Outcomes Template](#). Please download, complete, and upload below. Include for each goal being addressed:

- **Outcomes** - *Describe the changed state in the program participants or broader community that can be measured and identified. Include % change.*
- **Indicators** - *Identify qualitative and quantitative indicators to measure the outcomes.*
- **Methods of Evaluation** - *Identify how these outcomes will be measured (e.g. surveys, staff observation, program plans, assessments, self-reports.*
- **Measurement Intervals** – *Identify when the measures will be captured. (The goals and objectives must be measurable within a twelve (12) month period.)*



Outcomes and Goals Template Save as Outcomes and Goals Agency name *Required

PTS Outcome Template .pdf

E.2. What information will be collected to demonstrate program success?

To demonstrate the success of the homeless housing program, we collect both qualitative and quantitative data to measure outcomes related to housing stability, client well-being, and program effectiveness. This information will be used for program evaluation and continuous improvement. Pathway to Success Ministries monitors housing retention and stability metrics. These metrics include the number of clients successfully transitioned to permanent housing from emergency shelters or transitional housing. Our success rates are calculated based on the percentage of clients who remain in stable housing after 6 months, 1 year, and 2 years. We also gather data on financial stability and employment, including the number of clients who gain or improve employment or achieve financial independence. Our goal is to assess client participation and progress in financial literacy programs. Our primary focus is determined by program efficiency and sustainability by analyzing the cost per client served. This will involve tracking the cost-effectiveness of the program in providing housing and support services. Additionally, we will monitor our fundraising efforts and diversify funding sources to ensure the long-term sustainability of the program. By collecting these data points, we will gain a clear understanding of the effectiveness of the homeless housing program, including client outcomes, program impact, and service delivery efficiency. This information will be used for program adjustments, reporting to funders, and ongoing improvements to ensure long-term success in reducing homelessness in our community.

E.3. Describe how client/individual data is collected. (Please be specific on the platform your program uses if you collect data electronically, and the interval at which data is collected)

Client data is tracked through the Homeless Management Information System (HMIS). HMIS is a central, widely used tool for tracking homelessness data across agencies and service providers. It helps ensure consistent and secure data collection, management, and reporting. We also have in-house tracking systems for client data that is stored securely in compliance with HIPAA. This includes information on the number of people served, types of services provided,

housing placement rates, and outcomes such as housing stability or return to homelessness. Currently, we are using Excel spreadsheets to track client profiles, which include key demographic data, service history, and case manager notes. Separate spreadsheets are employed to log the frequency and nature of goal setting and progress tracking.

F. Budget

Completed by pathway.success@yahoo.com on 4/4/2025 2:56 PM

Case Id: 19102

Name: PATHWAY TO SUCCESS MINISTRIES INC.

Address: *No Address Assigned

F. Budget and Financial Sustainability

Please provide the following information.

F.1. Total Agency budget for entire organization (local) This should be the largest amount.

\$350,000.00

F.2. Total Program budget. Amount currently allocated to fund the program with the requested Social Action Funding.

\$275,000.00

F.3. Total Pinellas County Social Action Funding request.

\$100,000.00

F.4. What percentage of the program budget will be funded with Pinellas County Social Action Funding?

36.00%

F.5. What other funders also financially support this program? To include the amount of funding and what those funds are used for.

211 Tampa Bay-Average \$3850.00-per client for housing Wawa Grant- \$2500.00 assist with deposits, bus cards, and utilities cost Home Depot Grant \$7,500.00-Veteran assistance Grant Church and Non profit Support-\$3800.00 monthly Fundraisers-\$4700.00 (bake sales, sales of dinners- monthly)

F.6. What other Pinellas County funding does the organization receive for any and all programs?

There are no additional funding for all programs

F.7. Describe the organizations plan for financial and program sustainability beyond fiscal year 2026.

To ensure the financial and programmatic sustainability of the homeless housing program beyond fiscal year 2026, we will implement a detailed plan that emphasizes a diverse range of funding sources, strategic partnerships, and operational efficiencies. Our goal is to foster long-term growth, stability, and significant impact within the community. This comprehensive strategy includes several key components: 1. ****Diversified Funding Sources****: We will actively seek a broad spectrum of funding avenues, including government grants, foundation support, and philanthropic contributions from individuals and organizations. By diversifying our income streams, we can mitigate risks associated with reliance on a single funding source. 2. ****Government Funding****: We will pursue various local, state, and federal government funding opportunities that support initiatives aimed at reducing homelessness. Engaging in advocacy efforts to influence policy changes and secure increased funding for such programs will also be a priority. 3. ****Corporate Partnerships****: Building strong partnerships with businesses can enhance our resources and outreach. We plan to collaborate with corporations to secure financial support, in-kind donations, and volunteer efforts. By aligning our mission with corporate social responsibility initiatives, we can create mutually beneficial relationships that drive community impact. 4.

****Individual Donations and Fundraising****: We will further develop our donor engagement strategies to encourage individual contributions. This includes organizing fundraising events, awareness campaigns, and leveraging social media to inspire community involvement. Creating a robust donor recognition program will also help cultivate a loyal base of

supporters. Overall, this strategy not only aims to establish a strong foundation for the program's longevity but also to ensure that we remain responsive to the evolving needs of the community we serve. By embracing innovative approaches and fostering collaboration among stakeholders, we strive to maximize our impact on homelessness and enhance the quality of life for those in need.

F.8. Please download and complete the [Annual Budget](#) form.



Annual Budget Narrative *Required

FY26 Annual Budget Report (1).xltx

G. Required Documents

Completed by pathway.success@yahoo.com on 4/4/2025 3:49 PM

Case Id: 19102

Name: PATHWAY TO SUCCESS MINISTRIES INC.

Address: *No Address Assigned

G. Required Documents

Please upload the following documents.

Documentation

☒ **Proof of 501(c)(3) status save as 501c3 Agency name *Required**
Pathway Determination Letter (2).pdf

☒ **Proof of incorporation in the State of Florida for at least one (1) year Save as Incorporation Agency name *Required**
pts sunbiz.pdf

☒ **Most Recent Financial and Single Audit (required if available) or IRS Form 990 (only if audit unavailable) Save as Audit Agency name *Required**
PTS 990 form 2024.pdf

☒ **W-9 with legal name which matches that of applicant name Save as W9 Agency name *Required**
2025 W9 PTS .pdf

☒ **Current Certificate of Insurance Save as Insurance Agency Name *Required**
Insurance affidavit.pdf

☒ **Completed [Internal Control Checklist](#) Save as Internal Control Checklist Agency name *Required**
Internal Control Checklist 2022.pdf

 **Annual Budget Report Save as Annual Budget Agency name *Required**

PTS Budget workbook 2025.xlsx

 **Outcomes and Goals Template Save as Outcomes and Goals Agency name *Required**

PTS Outcome Template .pdf

 **Current state licenses or registrations**

pts sunbiz.pdf

 **Local Agency Organizational Chart Save as Org chart Agency name *Required**

2025 PTS Organization Commitment .pdf

 **Program Job Descriptions, if funding supports salaries if applicable Save as Job Descriptions Agency name**

JobInfo.js.download

 **Housing First Checklist, if applicable Save as Housing First Agency name**

Housing First Questionnaire_2021.pdf

Signed housing form.pdf

 **Shelter Entrance Criteria, if applicable Save as Shelter Entrance Criteria Agency name**

hmis certificate.pdf

 **Data Control Questionnaire Save as Data Control Questionnaire Agency Name *Required**

Data Control Questionnaire.pdf

☒ **HS E-Verify Affidavit** Save as Everify Agency name ***Required**

Housing First Questionnaire_2021.pdf

☒ **Board Member List, Including mailing and email addresses and phone numbers, if applicable** Save as Board Members Agency name

Pathway To Success Ministries Inc. Board of Directors (1).pdf

☒ **Accreditation, if applicable** Save as Accreditation Agency name

pts sunbiz.pdf

☒ **Human Trafficking Affidavit** Save as Human Trafficking Agency Name ***Required**

signed affidavit .pdf

☒ **Travel / Mileage policy if funding is requested** Save as Travel policy Agency name

PTS Outcome Template .pdf

☒ **Conflict of Interest Policy if available** Save as Conflict of Interest Agency name

conflict of interest agency.pdf

☒ **Program Policy and Procedures if available** Save as Program Policy and Procedures Agency Name

PTS Outcome Template .pdf

Submit

Completed by pathway.success@yahoo.com on 4/4/2025 3:50 PM

Case Id: 19102

Name: PATHWAY TO SUCCESS MINISTRIES INC.

Address: *No Address Assigned

Certification

Once an application is submitted, it can only be "Re-opened" by an Administrator.

By clicking submit, I certify that I am an authorized representative of the proposing agency and the information contained in this application is true and accurate to the best of my knowledge and due diligence.

I also understand that applications are limited to one per organization, and if more than one application is submitted by my organization, only the most recent will be considered for funding.

Authorized Representative Signature

ASHEN KING

Electronically signed by pathway.success@yahoo.com on 4/4/2025 3:50 PM

Date Submitted

04/04/2025

Program Description

Completed by mboykins@pcul.org on 3/31/2025 11:19 AM

Case Id: 19112

Name: Pinellas County Urban League

Address: *No Address Assigned

Program Description

Please provide the following information.



Social Action Funding Application for the funding period of October 1, 2025 - September 30, 2026

**Pinellas County Board
of County
Commissioners**
Human Services
440 Court St, 2nd Floor
Clearwater, FL 33756

Pinellas County Human Services is accepting applications from qualified non-profit organizations desiring to provide social services to low-income residents of Pinellas County.

The Social Action Grant Program provides funding to social service organizations for priority services that directly support Pinellas County.

The attached Social Action Grant Program application instructions outline the competitive process for the selection of organizations to receive Social Action Funding Grants as allocated by the Pinellas County Board of County Commissioners (Board) for FY 2026

Funding applications are limited to a minimum of \$10,000.00 and a maximum of \$150,000.00. Only one (1) application may be submitted per agency. Applicants may apply for either a large award (\$100,000.00 - \$150,000.00), or a small award (\$10,000.00 - \$99,999.00). A maximum of five large awards will be made, with the remainder of funding allocated to small awards. The amount requested does not guarantee an award. Actual awards will be based on the recommendation of the review committee and approval of the Board. The funding priorities for the Social Action Grant Program are:

- **Food and Nutritional Services:** including food banks, meal delivery, congregate dining, and related supportive services.
- **Homeless Prevention and Supportive Services:** including homeless outreach and engagement, prevention and diversion services, system navigation, and shelter and housing support.
- **Healthcare and Human Services for Disadvantaged Residents:** including, but not limited to, specialized healthcare services, workforce development, life skills training and support, transportation or mobility assistance, chore services, health and hygiene support, and specialized mentoring or educational programs for disadvantaged populations.

- **Supportive Services for an Aging Population:** any of the above listed types of programs or additional supportive programs targeted to an aging population.

The submission deadline for all applications is April 4, 2025 at 4:00 PM (no exceptions). Organizations must utilize the online application through the Neighborly System. Please allow ample time for submission and technological challenges, as late applications will not be accepted. For questions regarding your application, please contact: Amanda Craft at acraft@pinellas.gov.

ELIGIBILITY CRITERIA

☒ The applicant organization must agree to the terms and conditions contained in the Pinellas County Social Action Program Agreement. **NO EXCEPTIONS** to the terms and conditions of the agreement will be permitted. The County reserves the right to update these terms and conditions from time to time and as needed to meet the needs of the County.

DISCLAIMER

☒ Pinellas County Government reserves the right to: 1) cancel the application process; 2) accept or reject any or all applications received; 3) waive any non-substantive deficiency or irregularity, waive or remedy any technical or immaterial errors; 4) request any necessary clarifications of proposal data without changing the terms of the proposal; 5) negotiate with any qualified applicant; 6) award a contract in what it believes to be the best interest of the County; 7) cancel the request, in part or its entirety, if it is deemed to be in the best interest of the County; 8) reject the program of any applicant that has previously failed to perform properly; 9) reject the program of any applicant who has failed to complete a contract within the specified timeframe; 10) reject the program of any applicant that is not in a position to fulfill a resulting contractual obligation.

EXCLUSIONS

The following are not eligible for Social Action Grant funding:

1. Capital Expenses
2. Improvements to Real Properties
3. Indirect Cost Rate (e.g. a fixed % of the program budget; direct costs are allowable)
4. Research studies or technical assistance
5. Employee or volunteer incentives
6. Legal fees or any expenses specifically related to criminal activity including court costs, citations, restitution, child support, alimony, or immigration related expenses
7. Alcohol, tobacco, firearms or lottery tickets
8. Expenses related to immigration or returning to country of origin
9. Gift Cards
10. Money orders
11. Property taxes
12. Vehicle purchases

FATAL CRITERIA

- Agency has not been incorporated in the State of Florida for a minimum of one (1) year.
- Agency does not have a 501 (c) (3) status for a minimum of one (1) year.
- Agency is not in compliance with an existing County contract at the time of submission.
- Agency's proposal is under/over the minimum (\$10,000.00)/ maximum (\$150,000.00).
- Application is late (system will not allow incomplete or late submissions).
- Application does not include a budget.

Please [CLICK HERE](#) to download a copy of the full program description.

☒ I acknowledge that I have clicked the above link and reviewed all program documentation.

Please [CLICK HERE](#) to download a copy of the Agreement.

☒ I acknowledge that I have clicked the above link and reviewed and agree to all terms.

Please [CLICK HERE](#) to view Frequently Asked Questions

NOTE: Incomplete applications will not be accepted by the system.

Eligibility

Completed by mboykins@pcul.org on 3/31/2025 11:20 AM

Case Id: 19112

Name: Pinellas County Urban League

Address: *No Address Assigned

Eligibility

Please provide the following information.

1. Is the applicant organization a non-profit 501 (c) (3) organization for at least one (1) year and incorporated in the State of Florida for at least one (1) year prior to date of application? The program is funded by local tax revenue. As such, publicly funded organizations are not eligible for awards under this solicitation.

Yes

2. Is the applicant organization the organization providing the proposed services? Subcontracting of contractual services is prohibited.

Yes

3 Do the proposed programs/services serve residents of Pinellas County?

Yes

4. Is the mission of the applicant organization consistent with the goals of the Social Action Grant Program to address the health, economic, and social well-being of Pinellas County residents in need of assistance? The applicant organization must not discriminate against any applicant for employment or employee with respect to hire, tenure, terms, conditions or privileges of employment or any matter directly or indirectly related to employment or against any client because of age, sex, race, ethnicity, color, religion, national origin, disability, marital status, or sexual orientation.

Yes

5. Does the applicant organization discriminate against any person on the basis of age, sex, race, ethnicity, color, religion, national origin, disability, marital status or sexual orientation in admission, treatment, or participation in its programs, services and activities?

No

6. Do the programs proposed by faith-based organizations have a secular purpose, and do not require worship or religious instruction activities? Services provided by faith-based organizations must be available to all Pinellas County residents, not solely for congregation members.

N/A

7. Are you an individual seeking financial assistance for yourself or another individual?

No

A. Agency Information

Completed by vford@pcul.org on 4/4/2025 11:49 AM

Case Id: 19112

Name: Pinellas County Urban League

Address: *No Address Assigned

A. Agency Information

Please provide the following information.

LEGAL AGENCY INFORMATION (FOR CONTRACT)

A.1. Legal Organization Name

Pinellas County Urban League, Inc.

A.2. DBA (if applicable)

A.3. Legal Address

333 31st St N St. Petersburg, FL 33713

PROJECT INFORMATION

A.4. Program Name/Project Title

The Urban Youth Empowerment Program (UYEP)

A.5. Summary - provide a brief summary of program and how funding would be utilized.

The Urban Youth Empowerment Program (UYEP) is a career and personal development program tailored to the needs of disadvantaged youth

A.6. Physical Program Address

333 31st Street North, Saint Petersburg, FL 33713 St. Petersburg, FL 33713

A.7. Program Manager First Name

Michael

A.8. Program Manager Last Name

Boykins

A.9. Program Manager Title

Director of Education

A.10. Program Manager Email

mboykins@pcul.org

A.11. Program Manager Phone Number

APPLICATION CONTACT INFORMATION

A.19. First Name

Vonda

A.20. Last Name

Ford

A.21. Contact Person/Title

Senior Director of Finance

A.22. Contact Email

vford@pcul.org

A.23. Telephone

7273272081201

A.24. Executive Officer with signing authority First Name

Andrea

A.25. Executive Officer with signing authority Last Name

Gaskin-Capehart

A.26. Executive Officer Title

President & CEO

A.27. Executive Officer Email

ncapehart@pcul.org

A.28. Executive Officer Phone Number

(727) 327-2081

(172) 731-8773

A.12. Social Action Funding Priority Area

Note: Only one (1) application may be submitted per organization. If more than one is submitted, only the first will be considered for funding.

Healthcare and Human Services for Disadvantaged Residents

A.13. Funding Category **ONLY SELECT ONE**

☐ \$10,000.00-\$99,999.00

☒ \$100,000.00-\$150,000.00

A.14. Total Amount Requested

Note: Max request is \$150,000.00

\$150,000.00

A.15. Taxpayer/Employer ID

59-1665523

A.16. Unique Entity Identifier (UEI- Federal SAM.GOV

Number, if registered

X5ECCAJYYMF4

A.17. Date of incorporation in Florida

05/04/1976

A.18. Date of 501(c)(3) Status

09/01/1977

B. Organization Profile

Completed by mboykins@pcul.org on 4/4/2025 11:06 AM

Case Id: 19112

Name: Pinellas County Urban League

Address: *No Address Assigned

B. Organization Profile

Please provide the following information.

B.1. Describe how the mission and purpose of the agency align with the funding priority area.

The mission and work of the Pinellas County Urban League (PCUL) advance all four of the Social Action Funding (SAF) program priority areas. The proposed program – called the Urban Youth Empowerment Program (UYEP) – aligns with the SAF priority area titled “Healthcare and Human Services for Disadvantaged Residents.”

B.2. Describe your board membership and how the board is reflective of the target population.

The PCUL is intentional in recruiting board leaders who reflect the lived experiences and perspectives of the communities we serve, in addition to the professional expertise that is vital to our work. Under the leadership of current board chair, Mr. Joe Bourdow, the 21-member PCUL board represents a cross-sector of expertise in fields that anchor our vision. Board officers and members work professionally in fields such as K-12 education, higher education, corporate social responsibility, affordable housing, economic development, finance, and entrepreneurship. People of color make-up 53% of the organization’s board; women currently comprise 38% of members; and with a recent strategic priority to engage younger adults, people under age 30 now hold two positions on the board. Members also reflect the various facets of lived experience that are prevalent among the families at the heart of our work, including the experience of growing up in poverty or in lower-income housings, and experiencing housing instability and food insecurity.

B.3. Explain the organization’s experience relevant to the proposed priority area.

The Pinellas County Urban League (PCUL) is a nationally accredited and certified affiliate of the National Urban League since 1978; we have led youth empowerment programming since inception. The agency currently manages three major programs in this arena: • The STYLE (Summer Training in Youth Leadership & Employment) Program – STYLE is funded by the City of St. Petersburg to provide youth hands-on training in workplace-related skill areas such as entrepreneurship, finances, team building, problem-solving, critical thinking, effective business communications, professional appearance, and professional demeanor. STYLE is an eight-week program that serves 50 youth each year, ages 14 to 16. According to the most recent impact report (for 2022), 88% of youth completed all program requirements and 98% of completers reported learning and skill gains. • The National Urban League Incentives to Excel and Succeed (NULITES) Program – NULITES is a personal and leadership development program for youth ages 10 to 18. Now celebrating 25 years in operation and serving 50 youth each year, NULITES offers out-of-school enrichment and training activities year-round. • Youth Crime Prevention & Intervention Program (YCP/IP) – YCP/IP is designed for youth ages 8 to 18 to learn skills that serve as a deterrent for those at-risk of becoming involved with crime. Sponsored by the Florida Office of the Attorney General, the program hosts workshops and special events

B.4. Describe your onboarding process and program implementation timeline across the organization and for this program.

The program team includes two staff who are already on-board with the PCUL, and two staff who will be on-boarded as contractual resources. The PCUL’s standard approach to recruiting new talent includes advertising positions, interviewing, reference checking and hiring decisions by a three-person committee, background screening and drug testing for selected candidates, an orientation that includes coverage of the National Urban League’s history; the PCUL’s

history and operations; employee and contractor policies; and a program-specific team orientation of four to eight hours (depending upon the program model). If selected as an SAF grantee, we will begin advertisement of the two positions immediately following notification of the award. We anticipate a 45-day window, from advertisement of the position to selection, and an additional 15 days for the new team members to be fully oriented and working hands-on with participants. The program's implementation timeline will accommodate the above, with recruitment of participants to begin as early the first week of October, and direct service delivery to begin mid-November.

C. Community Needs

Completed by mboykins@pcul.org on 4/4/2025 11:14 AM

Case Id: 19112

Name: Pinellas County Urban League

Address: *No Address Assigned

C. Community Needs

Please provide the following information.

C.1. Clearly identify the need to be addressed through the proposed program.

The program addresses the unmet need for career development programs tailored to the needs of disadvantaged youth, who are struggling in school, and who are not currently on track to skilled, higher-paying jobs and careers in their adult lives, particularly those with current or prior involvement with the juvenile justice system. Pinellas County is home to several impactful youth employment programs that engage our target population, including those that offer a similarly holistic approach to skill building, such as the City of St. Petersburg Summer Youth Employment Program and the Pinellas Opportunity Council Youth Development Program. Yet the available programs lack the funded capacity to serve the county's at-risk youth population. Pinellas County is home to over 17,000 middle and high school students who are below grade level, nearly two-thirds of whom are economically disadvantaged (64.4%) according to the Florida PK-20 Education Data Warehouse (for school year 2022- 23). African American students are over-represented among them (e.g., Black students were 18% of students tested in Language Arts but 26% of students below grade level in that subject); and a full 87% of Black students below grade level are also economically disadvantaged. In addition, few programs offer the holistic approach of the UYEP, which combines on-going navigational support (case management), intentional relationship-building strategies and activities, a traveling learning experience (a College Tour), and career-track internship assignments.

C.2. Provide current supporting statistics or data specific to Pinellas County such as needs assessments, interviews, waiting lists, surveys, trends and/or analyses to demonstrate the need described in C1.

A recent analysis by Urban Market Analytics compared youth employment dynamics for three racial and ethnic groups in Pinellas County (White, Black, Hispanic, and other), and found that a) African American youth and young adults have the worst employment outcomes in the county, and b) relative to statewide data, Black youth are the only group in Pinellas with higher unemployment than their racial/ethnic peers across Florida. The most recent data from the U.S. Census American Community Survey (2022 1-Year Data) shows an 18% unemployment rate for African Americans ages 16 to 24, which is three times higher than the Hispanic youth unemployment rate (6%) and 2.5 times the rate for White youth (7%). Youth unemployment rates in Pinellas are modestly lower overall (8% in Pinellas vs 9% for Florida). The same pattern holds for White and Hispanic youth in Pinellas, whose unemployment rates are roughly 1% lower relative to peers across the state. Yet for African Americans, the rate is 4% higher (18% in Pinellas versus 14% across Florida). As a result, Black youth make up a hugely disproportionate share of young people who are unemployed in the county. African Americans are only 11% of people ages 16 to 24 in the county's labor force; yet they are 25% of the unemployed in this age bracket. This translates to African Americans being 2.2 times overrepresented among the unemployed, while White and Hispanic youth are underrepresented in this group.

C.3. Is the program new and innovative, or is funding sought to expand capacity or service in an existing program, or continuation of current funding? No points to be assessed for this question.

Expand Capacity or Service

C.4. If new and innovative, discuss what is currently being done in the community to address the need and how this

Printed By: Amanda Craft on 4/7/2025

9 of 20

program differs to provide better results. If expanding capacity, describe the current services available in the community, numbers unserved, and how the proposed program will reduce the number of unserved. If continuation of funding discuss what has been done to obtain alternate funding?

The proposed grant will expand our capacity and enrich the services available through a pre-existing program. The PCUL initially implemented UYEP in 2018 and sustained the initiative over 18 months, with the support of Pinellas County Social Action Funding. The program ended after 18-months, due in part to the onset of COVID-19 shutdowns. PCUL has reintroduced the program with expanded geographic coverage (serving North County as well as South County) and with new program components that enrich the program experience for participants and their parents. This new-and-improved version of the UYEP incorporates several enhancements. It extends the service experience from 4 weeks to 6 months of continuous programming; it engages parents from day one and incorporates on-going parental involvement strategies; it now includes a College Tour to help youth envision the next chapter beyond high school); and it supports interactive and applied learning experiences – including internships and employer site shadowing. The program will grow the number of at-risk youth who are able to take part in high-quality youth employment programs by 100 countywide, which will increase the number of at-risk youth of color enrolled in multi-faceted youth employment programs by approximately 12% (counting only programs of 6 weeks or longer in duration). The program will also grow the PCUL's capacity in this priority impact area; if funded, the UYEP will increase the PCUL's youth enrichment program enrollment by approximately 10% in FY2026, compared with our FY2024 total.

If currently funded, please provide outcomes/utilization/success?

☐ **Outcomes/Utilization/Success**

***No files uploaded*

C.5. Describe how the proposed program will coordinate with existing programs in the community. If program is working with partners, please include a collaborative letter showing how both sides would be working on project.

The program will be coordinated with partner referral sources to ensure optimal enrollment, and with three major implementation partners to bring participants a well-rounded experience. Pinellas County Schools will be a primary referral partner. PCUL will work with district staff to identify high-risk students who live in areas surrounding program sites, and to support outreach to students and parents to present the program opportunity. Other referral partners will include Pinellas County Job Corps; the City of St. Petersburg Parks & Recreation Department; and the Florida Department of Juvenile Justice. Implementation partners will include the Tampa Bay Black Business Investment Corporation to provide in-kind training facilitation and break-out sessions during the 6-week Empowermet Academy for participants interested in exploring entrepreneurship as a career pathway. St. Petersburg College and Pinellas Technical College will be vital partners. The two schools will anchor the Tampa Bay regional College Tour. They will also support the program's space needs and will assign representatives to present educational opportunities during the Empowerment Academy. In addition, the program will recruit employer partners to host internships and shadowing experiences.

Please upload Collaborative Letter

☐ **Collaborative Letter**

***No files uploaded*

D. Scope of Services

Completed by mboykins@pcul.org on 4/4/2025 10:43 AM

Case Id: 19112

Name: Pinellas County Urban League

Address: *No Address Assigned

D. Scope of Services

Please provide the following information.

Program Specifics

D.1. Describe the proposed program. Services to be delivered should be clearly identified. Include information regarding evidence-based practices or best practice models used, if applicable.

The Urban Youth Empowerment Program (UYEP) is a proven-successful, evidence-based career readiness program launched by the National Urban League in 2011 that has since been implemented by Urban League affiliates nationwide. The program will engage 100 at-risk youth, ages 14 to 19 in 88 hours of programming designed to build their employability and soft skills and gain real-world experience. Program components include: • Family Orientation – An inspirational orientation will introduce program goals and walk participants through a thought provoking online assessment to enable staff to identify their educational and employment needs and statuses. • 6-Week Empowerment Academy – The Academy offers four weekly, in-person interactive trainings; one six-hour Community Service project; and a Graduation Ceremony, welcoming family and friends to celebrate participants success. The four trainings will feature guest speakers and experienced facilitators covering topics that build skills in areas such as interviewing, setting career goals, exploring entrepreneurship, and life balance during college and career formation years. Dinner and door prizes will be offered at each session. • Career Skills Training – Post-Academy, participants will continue their positive trajectory by completing at least one online career skills training via the Metrix Learning platform. • Internships – Youth will complete four-week internships, gaining experience in entrepreneurship or traditional employment settings with corporate, business, governmental and non-profit employers. • Vision Board Coaching – Participants will build their personal vision boards during three sessions with an experienced coach helping them to develop a life vision over the next decade. • College Tour – Participants will visit four Tampa Bay campuses for guided tours and talks. • Navigation – From start to finish, participants and parents will be supported by trained navigators during monthly Check-In meetings

D.2. What will the funding be used to purchase or pay for to support the program? This should align with the attached Annual Budget and Operational Narrative and the selected priority area (A.12. of the application). Include how does this funding request supplement, not duplicate, current program funding?

Social Action Funding will be used to cover costs in two areas: • Staffing – Funding will support the time commitments of four experienced staffers who together will manage all direct service-related activities. • Programming – Funding will support program-related costs including youth stipends for internships and employer shadowing, space use, supplies, signage, participant kits (with t-shirts, portfolios, and pens), food and beverages (for monthly Empowerment Hour dinners, the Academy graduation, and for the Community Service Day), transportation to and from the Academy's Community Service Day, subscription costs for the Metrix Learning platform, and marketing and outreach expenses. The PCUL will provide additional in-kind staffing and will solicit door prizes and other bonus resources from our expansive partner network.

D.3. Describe program services including frequency, duration and intensity. Example: Weekly financial literacy sessions for 20 clients for 6 months or completion of curriculum.

The program is designed to support young people who face life circumstances and barriers that endanger their bright

futures and limit their chances of success in school, life and career. The program's target population includes youth ages 14 to 19 who live in households and families with lower-incomes, who exhibit Early Warning Indicators (EWIs) of being at risk of failing or underperforming in school, and who are currently or previously involved with the juvenile justice system. EWIs will include testing below grade level in core subjects on school assessments; absent 10 or more days from school in the prior school year; failing in one or more classes; and multiple disciplinary infractions in the current or prior school year). While the program will be open to youth from all racial and ethnic groups, recruitment will focus most intensively on low-and-moderate income African American youth, who continue to have the weakest employment and educational outcomes among youth in Pinellas County.

D.4. What is the target population and eligibility criteria for the program?

UYEP will be available to youth throughout Pinellas County and will be implemented at two sites: • South County, in St. Petersburg, serving youth who live south of Ulmerton Avenue (PCUL Headquarters); and • North County, in Clearwater and Largo, serving youth who live north of Ulmerton Avenue (High Point Neighborhood Family Center and Rainbow Village). Recruitment in St. Petersburg will target youth in communities with higher poverty rates including Midtown and Childs Park; while the Clearwater site will recruit from Clearwater, Largo, Pinellas Park, Highpoint and unincorporated areas of Pinellas. The program will unfold over two implementation cycles – one North County and one South County; and each cycle will entail six months of continuous programming. During the six-months of programming, hours and days of programming are as follows: • Family Orientation (Month 1) will take place on a Thursday evening, from 5:30 to 7:30 pm. • Six-Week Empowerment Academy (Months 1 & 2) will include a) four skill-building sessions held once weekly on Thursdays from 5:30 to 7:30 pm; b) in week 5, a Community Service Day held on a Saturday from 9 am to 3 pm; and c) in week 6, a Graduation Ceremony, on a Thursday from 6:00 to 8:00 pm. • Six-Week Career Skills Training (Months 2 & 3) is self-guided and offers participants their choice from two dozen trainings that require 8 and 28 hours to complete. Youth will chart training hours during out-of-school time. • Empowerment Hour Dinner Dialogues (Months 3-6) will be held once monthly, welcoming youth and their parent(s)/ caregiver(s), on the 3rd Thursday of the month from 5:30 to 7:30 pm. • Internships (Months 3-6) will entail working an average two days per week, for three hours each day during out of school time, with schedules set by the employer partner and youth. • Vision Board Coaching (Months 3 – 6) will require one, 1.5-hour coaching session per month, after school (youth will select their preferred time from our online scheduler).

D.5. Provide the geographic service area(s) and hours and days for the program during contract period.

Pinellas County Urban League's Director of Youth and Family Services, Mike Boykins, will oversee and guide implementation of the program, with ultimate responsibility for on-time and quality implementation of all program strategies and activities. Mike has 36 years of experience in youth enrichment for high-risk youth, as a program coordinator, program manager and director of programs. He joined the PCUL in 2002, and for nine years, oversaw the PCUL STYLE (Summer Training in Youth Leadership & Employment) program serving youth ages 14 to 16 with skills training in the areas of employability, entrepreneurship, financial literacy, team building, problem solving, critical thinking, effective business communications, professional appearance and professional demeanor. Previously, Mike served as the St. Petersburg Area Director for Boys & Girls Clubs of the Suncoast and was employed there from 1988 to 2002. He has earned certifications in youth development, best practices, program supervision, public speaking (Toastmasters), and Mental Health First Aid, and is a graduate of the Citizens Police Academy. The program team will also include a UYEP Program Manager (to be hired) who will be responsible for resourcing and implementing all day-to-day activities, and two UYEP Navigators (Case Managers, to be hired) who will sustain routine contact with youth and their families. All staff and volunteers will undergo Level II background screenings and will have a minimum of three years of direct service delivery and management experience in the fields of human services or youth and family empowerment. Please see the uploaded Job Description for added detail on qualifications.

D.6. Describe the program staff, including qualifications, expertise, and credentials, if required.

UYEP offers a total of 46 service units that involve 88 hours of programming for participating youth. Service units (and the number of clients completing them) were calculated as follows: • Family Orientation – 100 families completing 1 session of 2.5 hours • Empowerment Academy (EA) trainings – 90 youth completing 4 sessions of 2 hours each • EA Community Service Day – 90 youth completing 1 session of 6 hours • EA Graduation Ceremony – 90 youth completing 1 session of 2 hours • Career Skills Trainings – 70 youth completing at least one training that involves an average 16 sessions of 1 hour each • Internships – 25 youth completing an average 8 workdays at 3 hours each over 4 weeks • Shadowing – 25 youth completing 1 shadowing session of 6 hours • Vision Board Coaching – 60 youth completing 3 coaching sessions of 1.5 hours each • College Tour – 50 youth completing 1 tour involving 8 hours of programming • Empowerment Hour Dinner Dialogues – 80 youth and 80 parents/caregivers completing 3 sessions at 2 hours each • Navigation Monthly Check-Ins – 80 youth completing 6 sessions of ½ hour each

E. Program Outcomes and Goals

Completed by mboykins@pcul.org on 4/4/2025 10:45 AM

Case Id: 19112

Name: Pinellas County Urban League

Address: *No Address Assigned

E. Program Outcomes and Goals

Please provide the following information.

E.1. Describe the goal(s) of the program using the Program Goals and Outcomes Template [Program Goals and Outcomes Template](#). Please download, complete, and upload below. Include for each goal being addressed:

- **Outcomes** - *Describe the changed state in the program participants or broader community that can be measured and identified. Include % change.*
- **Indicators** - *Identify qualitative and quantitative indicators to measure the outcomes.*
- **Methods of Evaluation** - *Identify how these outcomes will be measured (e.g. surveys, staff observation, program plans, assessments, self-reports.*
- **Measurement Intervals** – *Identify when the measures will be captured. (The goals and objectives must be measurable within a twelve (12) month period.)*



Outcomes and Goals Template Save as Outcomes and Goals Agency name *Required

FY25 SAF Outcomes and Goals Template for Pinellas County Urban League.docx

FY25 SAF Outcomes and Goals Template for Pinellas County Urban League.docx

E.2. What information will be collected to demonstrate program success?

Different types of data will be collected at different intervals to demonstrate program success against targeted outputs and outcomes. The information collected will include the following: 1. Intake/Baseline Data - The intake process will include a Baseline Assessment gathering detailed information about the educational, employment, family and system statuses of participating youth, which will enable us to assess participants progress and life changes during and after the program cycle. 2. Participation Data – Program staff will track attendance and matriculation data to report on participation levels in each activity, and progress through the program’s activity sequence. 3. Career Skills Training Outputs & Outcomes – The program will track participants training progress, completions and certifications (with real-time data available from the Metrix Learning platform). 4. Internship Outputs & Outcomes – The program will track internship completions, performance and learnings. 5. Changes in knowledge, awareness, skills and attitude (KASA) – The program will administer pre- and post-activity surveys to gauge KASA changes for three program components - the Empowerment Academy, Internships, and the College Tour. 6. Post-Program Life Changes – A program evaluation report will compare students’ school performance (academic, disciplinary and attendance), system involvement, and employment status post-program versus pre-program.

E.3. Describe how client/individual data is collected. (Please be specific on the platform your program uses if you collect data electronically, and the interval at which data is collected)

The program team will use the PCUL’s customized Salesforce solution to capture all program-related data. Salesforce has been in use at the agency for years, but the agency has recently overhauled the platform to include baseline data collection and outcome and output tracking, in addition to its core Customer Relationship Management (CRM) functions. PCUL will create a dedicated file-set and interface for UYEP that enables continual progress tracking in a central and confidential file for each participant containing their baseline data assessment, participation in activities,

Printed By: Amanda Craft on 4/7/2025

14 of 20

KASA survey results, and other. The schedule of data collection includes the following milestones: • Intake/Baseline Data will be gathered during the family orientation • Participation Data will be collected on-going using sign-in/sign-out sheets for live events and registration and attendance notes for virtual events • Career Skills Training Data will be tabulated by the Metrix Learning solution, and exported by the program team weekly for review and intervention as needed • Knowledge, awareness, skills and attitude (KASA) Data will be collected using streamlined surveys before and after three major program activities – the Empowerment Academy (using the UYEP Academy Impact Assessment), Internships (using the UYEP Intern Experience Review), and the College Tour (using a customized survey, to be created). Separately, UYEP Navigators will have frontline responsibility for case note updates to each participants' file, while the UYEP Program Manager will be responsible for securing pre- and post-program data from major system partners including Pinellas County Schools and the Department of Juvenile Justice

F. Budget

Completed by vford@pcul.org on 4/4/2025 9:49 AM

Case Id: 19112

Name: Pinellas County Urban League

Address: *No Address Assigned

F. Budget and Financial Sustainability

Please provide the following information.

F.1. Total Agency budget for entire organization (local) This should be the largest amount.

\$8,473,065.00

F.2. Total Program budget. Amount currently allocated to fund the program with the requested Social Action Funding.

\$213,950.00

F.3. Total Pinellas County Social Action Funding request.

\$150,000.00

F.4. What percentage of the program budget will be funded with Pinellas County Social Action Funding?

70.00%

F.5. What other funders also financially support this program? To include the amount of funding and what those funds are used for.

The PCUL is committed to supporting the UYEP through in-kind contributions of \$63,950, including salaries, fringe benefits, and other support services essential to the program's success. We continue to explore partnerships with local, state, and national funders to ensure the program's sustainability and long-term impact.

F.6. What other Pinellas County funding does the organization receive for any and all programs?

None

F.7. Describe the organizations plan for financial and program sustainability beyond fiscal year 2026.

Our goal is to sustain the UYEP beyond the current funding cycle. PCUL is committed to establishing it as a year-round youth empowerment program. We are actively seeking potential funding sources from local, state, and national organizations to ensure our long-term impact and growth.

F.8. Please download and complete the [Annual Budget](#) form.



Annual Budget Narrative *Required

FY26 Annual Budget- Narrative.xlsx

G. Required Documents

Completed by mboykins@pcul.org on 4/4/2025 10:12 AM

Case Id: 19112

Name: Pinellas County Urban League

Address: *No Address Assigned

G. Required Documents

Please upload the following documents.

Documentation



Proof of 501(c)(3) status save as 501c3 Agency name *Required

501c3_PCUL.pdf



Proof of incorporation in the State of Florida for at least one (1) year Save as Incorporation Agency name

***Required**

2025 Corporation Annual Report.sunbiz.pdf



Most Recent Financial and Single Audit (required if available) or IRS Form 990 (only if audit unavailable) Save as Audit Agency name *Required

Pinellas County Urban League, Inc 12-31-23 FS Audit - Secured.pdf



W-9 with legal name which matches that of applicant name Save as W9 Agency name *Required

PCUL W-9 2025.pdf



Current Certificate of Insurance Save as Insurance Agency Name *Required

Pinellas County Urban_COI.pdf



Completed [Internal Control Checklist](#) Save as Internal Control Checklist Agency name *Required

Internal Control Checklist 2022.4.3.2025.pdf

☒ **Annual Budget Report Save as Annual Budget Agency name *Required**

FY26 Annual Budget Report.PCUL.xlsx

☒ **Outcomes and Goals Template Save as Outcomes and Goals Agency name *Required**

FY25 SAF Outcomes and Goals Template for Pinellas County Urban League.docx

FY25 SAF Outcomes and Goals Template for Pinellas County Urban League.docx

☐ **Current state licenses or registrations**

***No files uploaded*

☒ **Local Agency Organizational Chart Save as Org chart Agency name *Required**

(Public) Pinellas County Urban League Structure Organization Chart Graph.pdf

☒ **Program Job Descriptions, if funding supports salaries if applicable Save as Job Descriptions Agency name**

UYEP Job Description Pinellas County Urban League.docx

☐ **Housing First Checklist, if applicable Save as Housing First Agency name**

***No files uploaded*

☐ **Shelter Entrance Criteria, if applicable Save as Shelter Entrance Criteria Agency name**

***No files uploaded*

☒ **Data Control Questionnaire Save as Data Control Questionnaire Agency Name *Required**

Data Control Questionnaire Pinellas County Urban League.docx

☒ **HS E-Verify Affidavit Save as Everify Agency name *Required**

E-Verify Requirements.pdf

☒ **Board Member List, Including mailing and email addresses and phone numbers, if applicable Save as Board Members Agency name**

☐ **Accreditation, if applicable Save as Accreditation Agency name**

***No files uploaded*

☒ **Human Trafficking Affidavit Save as Human Trafficking Agency Name *Required**

Human Trafficking Affidavit.pdf

☐ **Travel / Mileage policy if funding is requested Save as Travel policy Agency name**

***No files uploaded*

☒ **Conflict of Interest Policy if available Save as Conflict of Interest Agency name**

Conflict of Interest Code of Conduct Policy PCUL EMPLOYEES Pinellas County Urban League.pdf

☐ **Program Policy and Procedures if available Save as Program Policy and Procedures Agency Name**

***No files uploaded*

Submit

Completed by vford@pcul.org on 4/4/2025 12:05 PM

Case Id: 19112

Name: Pinellas County Urban League

Address: *No Address Assigned

Certification

Once an application is submitted, it can only be "Re-opened" by an Administrator.

By clicking submit, I certify that I am an authorized representative of the proposing agency and the information contained in this application is true and accurate to the best of my knowledge and due diligence.

I also understand that applications are limited to one per organization, and if more than one application is submitted by my organization, only the most recent will be considered for funding.

Authorized Representative Signature

Vonda Ford

Electronically signed by vford@pcul.org on 4/4/2025 12:02 PM

Date Submitted

04/04/2025

Program Description

Completed by mjalazo@exoffender.org on 3/31/2025 4:49 PM

Case Id: 19127

Name: Pinellas Ex Offender Reentry Coalition d/b/a

Address: *No Address Assigned

Program Description

Please provide the following information.



Social Action Funding Application for the funding period of October 1, 2025 - September 30, 2026

**Pinellas County Board
of County
Commissioners**
Human Services
440 Court St, 2nd Floor
Clearwater, FL 33756

Pinellas County Human Services is accepting applications from qualified non-profit organizations desiring to provide social services to low-income residents of Pinellas County.

The Social Action Grant Program provides funding to social service organizations for priority services that directly support Pinellas County.

The attached Social Action Grant Program application instructions outline the competitive process for the selection of organizations to receive Social Action Funding Grants as allocated by the Pinellas County Board of County Commissioners (Board) for FY 2026

Funding applications are limited to a minimum of \$10,000.00 and a maximum of \$150,000.00. Only one (1) application may be submitted per agency. Applicants may apply for either a large award (\$100,000.00 - \$150,000.00), or a small award (\$10,000.00 - \$99,999.00). A maximum of five large awards will be made, with the remainder of funding allocated to small awards. The amount requested does not guarantee an award. Actual awards will be based on the recommendation of the review committee and approval of the Board. The funding priorities for the Social Action Grant Program are:

- **Food and Nutritional Services:** including food banks, meal delivery, congregate dining, and related supportive services.
- **Homeless Prevention and Supportive Services:** including homeless outreach and engagement, prevention and diversion services, system navigation, and shelter and housing support.
- **Healthcare and Human Services for Disadvantaged Residents:** including, but not limited to, specialized healthcare services, workforce development, life skills training and support, transportation or mobility assistance, chore services, health and hygiene support, and specialized mentoring or educational programs for disadvantaged populations.

- **Supportive Services for an Aging Population:** any of the above listed types of programs or additional supportive programs targeted to an aging population.

The submission deadline for all applications is April 4, 2025 at 4:00 PM (no exceptions). Organizations must utilize the online application through the Neighborly System. Please allow ample time for submission and technological challenges, as late applications will not be accepted. For questions regarding your application, please contact: Amanda Craft at acraft@pinellas.gov.

ELIGIBILITY CRITERIA

☒ The applicant organization must agree to the terms and conditions contained in the Pinellas County Social Action Program Agreement. **NO EXCEPTIONS** to the terms and conditions of the agreement will be permitted. The County reserves the right to update these terms and conditions from time to time and as needed to meet the needs of the County.

DISCLAIMER

☒ Pinellas County Government reserves the right to: 1) cancel the application process; 2) accept or reject any or all applications received; 3) waive any non-substantive deficiency or irregularity, waive or remedy any technical or immaterial errors; 4) request any necessary clarifications of proposal data without changing the terms of the proposal; 5) negotiate with any qualified applicant; 6) award a contract in what it believes to be the best interest of the County; 7) cancel the request, in part or its entirety, if it is deemed to be in the best interest of the County; 8) reject the program of any applicant that has previously failed to perform properly; 9) reject the program of any applicant who has failed to complete a contract within the specified timeframe; 10) reject the program of any applicant that is not in a position to fulfill a resulting contractual obligation.

EXCLUSIONS

The following are not eligible for Social Action Grant funding:

1. Capital Expenses
2. Improvements to Real Properties
3. Indirect Cost Rate (e.g. a fixed % of the program budget; direct costs are allowable)
4. Research studies or technical assistance
5. Employee or volunteer incentives
6. Legal fees or any expenses specifically related to criminal activity including court costs, citations, restitution, child support, alimony, or immigration related expenses
7. Alcohol, tobacco, firearms or lottery tickets
8. Expenses related to immigration or returning to country of origin
9. Gift Cards
10. Money orders
11. Property taxes
12. Vehicle purchases

FATAL CRITERIA

- Agency has not been incorporated in the State of Florida for a minimum of one (1) year.
- Agency does not have a 501 (c) (3) status for a minimum of one (1) year.
- Agency is not in compliance with an existing County contract at the time of submission.
- Agency's proposal is under/over the minimum (\$10,000.00)/ maximum (\$150,000.00).
- Application is late (system will not allow incomplete or late submissions).
- Application does not include a budget.

Please [CLICK HERE](#) to download a copy of the full program description.

☒ I acknowledge that I have clicked the above link and reviewed all program documentation.

Please [CLICK HERE](#) to download a copy of the Agreement.

☒ I acknowledge that I have clicked the above link and reviewed and agree to all terms.

Please [CLICK HERE](#) to view Frequently Asked Questions

NOTE: Incomplete applications will not be accepted by the system.

Eligibility

Completed by mjalazo@exoffender.org on 3/31/2025 4:50 PM

Case Id: 19127

Name: Pinellas Ex Offender Reentry Coalition d/b/a

Address: *No Address Assigned

Eligibility

Please provide the following information.

1. Is the applicant organization a non-profit 501 (c) (3) organization for at least one (1) year and incorporated in the State of Florida for at least one (1) year prior to date of application? The program is funded by local tax revenue. As such, publicly funded organizations are not eligible for awards under this solicitation.

Yes

2. Is the applicant organization the organization providing the proposed services? Subcontracting of contractual services is prohibited.

Yes

3 Do the proposed programs/services serve residents of Pinellas County?

Yes

4. Is the mission of the applicant organization consistent with the goals of the Social Action Grant Program to address the health, economic, and social well-being of Pinellas County residents in need of assistance? The applicant organization must not discriminate against any applicant for employment or employee with respect to hire, tenure, terms, conditions or privileges of employment or any matter directly or indirectly related to employment or against any client because of age, sex, race, ethnicity, color, religion, national origin, disability, marital status, or sexual orientation.

Yes

5. Does the applicant organization discriminate against any person on the basis of age, sex, race, ethnicity, color, religion, national origin, disability, marital status or sexual orientation in admission, treatment, or participation in its programs, services and activities?

No

6. Do the programs proposed by faith-based organizations have a secular purpose, and do not require worship or religious instruction activities? Services provided by faith-based organizations must be available to all Pinellas County residents, not solely for congregation members.

N/A

7. Are you an individual seeking financial assistance for yourself or another individual?

No

A. Agency Information

Completed by mjalazo@exoffender.org on 4/4/2025 11:30 AM

Case Id: 19127

Name: Pinellas Ex Offender Reentry Coalition d/b/a

Address: *No Address Assigned

A. Agency Information

Please provide the following information.

LEGAL AGENCY INFORMATION (FOR CONTRACT)

A.1. Legal Organization Name

Pinellas Ex Offender Reentry Coalition

A.2. DBA (if applicable)

People Empowering and Restoring Communities

A.3. Legal Address

12810 US HIGHWAY 19 N CLEARWATER, FL 33764--7216

PROJECT INFORMATION

A.4. Program Name/Project Title

The Zak Initiative Transportation Program

A.5. Summary - provide a brief summary of program and how funding would be utilized.

The Zak Initiative is a transpiration program specifically designed to help economically disadvantaged individuals countywide overcome sometimes the greatest barrier - getting to and from work.

A.6. Physical Program Address

12810 US HIGHWAY 19 N CLEARWATER, FL 33764

A.7. Program Manager First Name

Michael

A.8. Program Manager Last Name

Jalazo

A.9. Program Manager Title

CEO/Executive Director

A.10. Program Manager Email

mjalazo@exoffender.org

A.11. Program Manager Phone Number

APPLICATION CONTACT INFORMATION

A.19. First Name

Michael

A.20. Last Name

Jalazo

A.21. Contact Person/Title

CEO/Executive Director

A.22. Contact Email

mjalazo@exoffender.org

A.23. Telephone

7276564989

A.24. Executive Officer with signing authority First Name

Michael

A.25. Executive Officer with signing authority Last Name

Jalazo

A.26. Executive Officer Title

CEO/Executive Director

A.27. Executive Officer Email

mjalazo@exoffender.org

A.28. Executive Officer Phone Number

(727) 408-5260

(727) 656-4989

A.12. Social Action Funding Priority Area

Note: Only one (1) application may be submitted per organization. If more than one is submitted, only the first will be considered for funding.

Healthcare and Human Services for Disadvantaged Residents

A.13. Funding Category **ONLY SELECT ONE**

☒ \$10,000.00-\$99,999.00

☒ \$100,000.00-\$150,000.00

A.14. Total Amount Requested

Note: Max request is \$150,000.00

\$96,000.00

A.15. Taxpayer/Employer ID

59-3643636

A.16. Unique Entity Identifier (UEI- Federal SAM.GOV

Number, if registered

TRLWL1B2MEU9

A.17. Date of incorporation in Florida

10/01/1999

A.18. Date of 501(c)(3) Status

10/28/2002

B. Organization Profile

Completed by mjalazo@exoffender.org on 4/2/2025 9:09 AM

Case Id: 19127

Name: Pinellas Ex Offender Reentry Coalition d/b/a

Address: *No Address Assigned

B. Organization Profile

Please provide the following information.

B.1. Describe how the mission and purpose of the agency align with the funding priority area.

The mission of the Pinellas Ex Offender Reentry Coalition (PERC) is to help the offender become and remain an ex-offender, reunited with family through advocacy, education, programming and comprehensive services and referral, with a vision that the successful re-entry of offenders who become and remain ex-offenders is an excellent public safety policy. This mission and vision align with the priority of healthcare and human services for disadvantaged Pinellas County residents through our workforce development programming, life skills training and other supports. This proposal specifically aligns to the funding priority are by eliminating transportation as a barrier for people who have successfully completed PERC education and training programs. PERC is a 30-year-old community-based organization that has met on the fourth Thursday of every month since 1988 and is a place where like-minded providers network together to discuss what is going on in the 'reentry' universe, but more importantly to share programs and initiatives in such a way that clients can be served in partnership. When multiple programs come together with a variety of services and share to meet their goals and objectives it successfully benefits the clients we serve. The mission and vision of PERC has expanded in recent years to what we refer to as 'pre- entry', providing services for those at risk of entering into the criminal justice system - trying to divert them out whether through training, education, case management, housing, or through collaboration with other agencies. The workforce development programs of PERC has led to working with underserved populations regardless of criminal justice system involvement. This has led to a rebranding of sorts - doing business as People Empowering and Restoring Communities. Still PERC, but reflective of the multiple populations we serve. PERC's many strengths relate directly to the services we provide including direct structured programs, housing, cognitive behavioral classes, comprehensive case management and employment development. PERC has expanded its offerings to the community with four offices throughout Pinellas County and has provided services contractually through all levels of government funding. PERC has successfully operated the STARS employment readiness program in St. Petersburg since January 2018, and in Clearwater since April of 2019, having hundreds of clients receive the four-week program, become secured in permanent housing, and find meaningful and upwardly mobile employment during this period. PERC case management services include but are not limited to job development and placement, job retention skill training, transitional housing, assessments, evaluations and referrals for substance abuse and mental health treatment, linkages for subsistence needs (beyond housing), partnerships for GED and adult basic education, and employment training – all outlined in a unique, individualized case plan that is updated regularly.

B.2. Describe your board membership and how the board is reflective of the target population.

The PERC board membership is diverse and reflective of all the populations we serve, including the target population. Including on our board are former offenders, former homeless individuals, and veterans. Those targeted for board membership bring a level of expertise as well outside of lived experience representing the needs of the people, we serve with expertise that understands their circumstances. Our board chair, for example, Kip Corriveau has spent more than two decades working with homeless populations, in health care settings and with those who generally have backgrounds that have been disadvantaged. Another board member, Sarah Couture has spent the last nearly twenty years working to bring food security to our community, with the last seven years focused on policy related to equity in the criminal justice system in Florida and nationally focused on fines and fees reform. Another board member, Audie Murphy, is an ex-

offender, a veteran, formally homeless who turned his life around into a career serving the community through testing, treatment and ongoing mentoring of clients. Matt Spence, now the executive director of Lift Academy, spent much of his career in social entrepreneurship and food security with a deep-rooted understanding of the needs across sectors when it comes to disadvantaged individuals. These are just a few examples of the type of board members PERC recruits and how it deeply reflects the populations we serve.

B.3. Explain the organization's experience relevant to the proposed priority area.

PERC is a community based social service agency servicing returning citizens, at risk populations, the homeless, and the unemployed/underemployed. Relevant to this application are services including comprehensive case management including but not limited to job development and placement, job retention skill training, transitional and permanent housing, assessments, evaluations and referrals for substance abuse and mental health treatment, linkages for subsistence needs (beyond housing), partnerships for GED and adult basic education, and employment training – all outlined in a unique, individualized case plan. Beyond this, PERC is also a CARF accredited licensed out-patient substance abuse provider, licensed batterer's intervention program provider, licensed HIV/AIDS testing and education provider, and provides many other cognitive education classes such as life skills, advanced life skills, anger management, errors in thinking, just to mention a few. PERC also offers larger comprehensive programs either as a lead agency or as a collaborative partner. Current programs relevant to this proposal include our workforce development programs in Clearwater and St. Petersburg, the St. Pete Works workforce development collaborative, the Empowering People Program for training and returning citizens, and a Transition in Place housing program with the Veteran's Administration.

B.4. Describe your onboarding process and program implementation timeline across the organization and for this program.

Zachary White (Zak) was the PERC Board Chair for much of the last decade and Executive Vice President and the Homeless Empowerment Program. Before he lost his life last summer, he was dedicated to uplifting the underserved, with a passion to better our communities. For the past several years he and Michael Jalazo (PERC CEO) have been committed to meet the gaps faced in long-term sustained employment, which is what the Zak Initiative Transportation Program will seek to accomplish and was created with in mind. The requested funding will assist our clients by helping to create a true transportation initiative with a simple mission, getting people to and from work, between job sites, with the additional ability to account for transportation in an affordable way outside of traditional (lacking) public transportation and ride share programs. This transportation program will operate 18 hours a day, 365 days a year. The onboarding process for this program has already begun by acquiring three 15 passenger vans, and working with CareerSource Hillsborough Pinellas, Florida Hires, and the Florida Department of Corrections with plans to launch this summer. Social Action Funding will specifically be used to mitigate the costs of transportation for sixty clients over the course of twelve months for a sixteen-week period (or less) such that permanent transportation can be obtained once solidified in employment where income can sustain the supportive services put in place for both subsistence and living needs including transportation costs.

C. Community Needs

Completed by mjalazo@exoffender.org on 4/4/2025 12:05 PM

Case Id: 19127

Name: Pinellas Ex Offender Reentry Coalition d/b/a

Address: *No Address Assigned

C. Community Needs

Please provide the following information.

C.1. Clearly identify the need to be addressed through the proposed program.

PERC has spearheaded many employment initiatives over the past decade, including the MOVE Up initiative, the Second Chance Tiny Homes program, and the STARS workforce initiative which have all led to hundreds of clients receiving upwardly mobile career pathways in sustained employment geared towards sustainability above the poverty line and the ALICE thresholds established by the United Way. All of these programs -each very successful in their own right, presented with clear gaps and areas of need to expand or create. The Zak initiative will assist with this in three major life altering ways that will greatly support and enhance our community and upward mobility of our clients: First, the expansion of certifications earned into high paying, in demand career pathways in advanced manufacturing, underground utilities, underground plumbing, and safety; Second, taking program graduates from construction training programs and creating a hybrid employment leasing model where they can be hired by PERC and placed in crews to do ongoing hurricane mitigation work (including electrical, plumbing and drywall) desperately needed in the Tampa Bay Region both for jurisdictions and for individual families. Third, and perhaps most important – creating a true transportation initiative with a simple mission, getting people to and from work, between job sites, with the additional ability to account for transportation in an affordable way outside of traditional (lacking) public transportation and ride share programs. This transportation program will operate 18 hours a day, 365 days a year – and this is the specific need that social action funding if awarded, will support.

C.2. Provide current supporting statistics or data specific to Pinellas County such as needs assessments, interviews, waiting lists, surveys, trends and/or analyses to demonstrate the need described in C1.

From March of 2021 through October of 2024, PERC has had 228 people enrolled into the Second Chance Tiny Homes Program, which includes stacked certifications in construction and safety, workplace readiness, and training in advanced manufacturing. Of those 228, 176 (or just over 77%) completed the programs obtaining 884 certifications in total. During this have had 179 placements in employment (134 full-time, 45 part-time) with an overall average wage at \$14.97 per hour. Even more impressive was real wage growth went from \$13.95 per hour in early 2021 to \$17.39 by the end of December 2024, or from \$29,016 to \$36,171 annually. Case management staff had more than 4000 documented interactions with these clients over this same time period. The largest area of need as reported by both our program participants and by our employment partners beyond an expansion of certifications offered - reliable, consistent transportation to and from work and between job sites. Can we assist in getting people to and from work without relying on the bus system or overly expensive ride share. The goals of the Zak Initiative are very specific, and very necessary – and will lead to greater program effectiveness. This program will work because it provides for several things: first, it meets a very specific set of needs (enhanced training and transportation); second, all of our data shows that training leading to employment with case management support is undeniable and works; third, what will be created meets a huge community need, and finally – it does so in a way that enhances sustainability through the creation of social enterprise. PERC consistently reviews a myriad of data to extensively understand the populations we serve. The population served/impacted by all of our programs and to be served in the Zak Initiative are vulnerable marginalized people in the areas where the programs are held – community redevelopment areas in Pinellas County specifically in Campbell Park in South St. Petersburg and the expanded CRA areas in Clearwater as well as North and South

Greenwood. In St Petersburg this includes all the neighborhoods in the CRA beyond Campbell Park with unique characteristics of urban gentrification and (unfortunate) violence. The challenges we see in North Pinellas are more tied to the homeless populations served by SVDP and their daily meal distributions, but also populations from HEP and broadly in the surrounding neighborhoods. PERC as an agency focuses on the social determinants of health across multiple partnerships including the Foundation for a Healthy St Petersburg, the United Way Suncoast, and others through multiple initiatives. PERC programs assist in the attainment of the highest level of equity among groups of people, whether those groups are defined socially, economically, or demographically. Access to all PERC clients may or may not be similar; needs are met though on a case-by-case basis based on individualized plans of service.

C.3. Is the program new and innovative, or is funding sought to expand capacity or service in an existing program, or continuation of current funding? No points to be assessed for this question.

New Program

C.4. If new and innovative, discuss what is currently being done in the community to address the need and how this program differs to provide better results. If expanding capacity, describe the current services available in the community, numbers unserved, and how the proposed program will reduce the number of unserved. If continuation of funding discuss what has been done to obtain alternate funding?

The Zak Initiative transportation program is being created because there is no current solution in the community to address the need this program hopes to address. Historically employment and training programs have not tried to address transportation to underserved populations. The most comprehensive solution has been either bus passes or ride share programs. Zak White and Michael Jalazo began to work on this issue over the past decade. The reality is that bus passes are not an effective solution in Pinellas County as while PSTA provides a service it is inefficient when it comes to employment – especially when you get to the areas to be serviced by this program. If you live in Child's Park, Midtown, or Campbell Park in South St. Petersburg, gaining employment in advanced manufacturing may require a two-hour trip with multiple bus changes – EACH WAY. This also assumes a bus line as well as employment hours that operate only when buses operate. Ride shares are incredibly cost prohibitive and are not a solution that is feasible. The TBARTA model does not work for the populations organizations such as PERC, HEP or Operation New Hope deal with because first, clients won't qualify for the vehicles used, and second – it requires a carpool system only for larger employers that typically don't hire disadvantaged populations. The model proposed by the Zak Initiative related to transportation does exist in other states but relies on an employee contribution much higher than what is proposed here, because again they do not specifically target disadvantaged populations that include returning citizens or those with any experience in the criminal justice system. The Zak Initiative will be unique and innovative as a social enterprise, and a model to replicate in the future in other communities.

If currently funded, please provide outcomes/utilization/success?



Outcomes/Utilization/Success

***No files uploaded*

C.5. Describe how the proposed program will coordinate with existing programs in the community. If program is working with partners, please include a collaborative letter showing how both sides would be working on project.

The success of People Empowering and Restoring Communities (PERC) in making our community safer can be found in its leadership team, frontline staff across programs, and partnerships throughout the community. A data centric organization, the PERC team possesses extensive skills across services, curriculums, knowledge and data to grow an organization from no staff or revenue to 47 staff members and just over \$3 million in revenue in six offices in two counties. More than half of our staff are ex-offenders, returned citizens with lived experience who have turned their lives around and now give back to communities from where they once took. PERC has a long history of coordination with

public, private, and non-profit agencies throughout Pinellas and Tampa Bay. The Coalition meets monthly with program partners in person or on Zoom, typically with 30-35 agencies present. Additionally, PERC hosts an annual Showcase of Services, with well over 70 provider partners collaborating with clients. The current PERC email list of partners stands over 300 allowing service coordination. Specific program partners and collaborations include but are not limited to Florida Hires and Florida Ready for Work, CareerSource HP, the Pinellas County Urban League, Operation New Hope the Florida Department of Corrections, the Sixth Judicial Circuit of Florida, Feeding Tampa Bay/Feeding Pinellas, the Florida Dream Center, Gulfcoast Legal Services, WestCare Gulfcoast, Gulfcoast Jewish Community and Family Services, the Homeless Empowerment Program (HEP), St. Petersburg College (SPC), Pinellas Technical College, and many other organizations throughout the Tampa Bay Region working together in the spirit of service coordination. The Zak initiative will be a transportation pilot as part of larger program. Specific to this, please see the initial collaboration between PERC, HEP, Operation New Hope and CareerSource Hillsborough Pinellas such that we can target specific populations with transportation issues as a barrier to sustained employment. Collaboration on referrals and to expand resources will be the key to long-term sustained success.

Please upload Collaborative Letter



Collaborative Letter

Letters of Collaboration Zak Initiativve.pdf

D. Scope of Services

Completed by mjalazo@exoffender.org on 4/4/2025 10:36 AM

Case Id: 19127

Name: Pinellas Ex Offender Reentry Coalition d/b/a

Address: *No Address Assigned

D. Scope of Services

Please provide the following information.

Program Specifics

D.1. Describe the proposed program. Services to be delivered should be clearly identified. Include information regarding evidence-based practices or best practice models used, if applicable.

The Zak Initiative will provide services that align with the Healthcare and Human Services for Disadvantaged Residents focus of social action funding. This will be achieved through three interconnected program points that have identified gaps that will be filled through this program. First, PERC will expand upon the work done in our STARS and MOVE Up employment training programs with the expansion of certifications offered and obtained beyond advanced manufacturing and construction, and into in demand areas including but not limited to underground utilities, low voltage cabling, underground plumbing/pipe work, and related OSHA safety requirements We have had multiple Tampa Bay area employment partners request these enhanced certifications. Second, PERC is working to create work crews from program graduates in part of a social enterprise, self-sustaining employment agency solution where PERC (becoming a licensed contractor) will become an employer of record for on-the-job training experience providing service in hurricane mitigation construction and clean up both immediately and for future opportunities as its own entity to bid on jobs, working directly with employer partners for eventual upwardly mobile, permanent positions as training periods complete. Third, PERC will create a self-sustaining transportation program with a simple goal solving a complex solution – getting people to and from work in an affordable and timely fashion outside of limited public transportation options 18 hours per day annually. The clear focus of the social action funding request and activities will be on the third component of the Zak Initiative – providing reliable and consistent transportation to a minimum of 60 program graduates across programs of PERC, HEP and Operation New Hope to and from work – removing transportation as a barrier to sustained upwardly mobile career pathways for these Pinellas County residents.

D.2. What will the funding be used to purchase or pay for to support the program? This should align with the attached Annual Budget and Operational Narrative and the selected priority area (A.12. of the application). Include how does this funding request supplement, not duplicate, current program funding?

The funding request specific to social action funding will pay for the client contribution of the transportation program for up to sixteen weeks as outlined in the attached annual budget and operational narrative, as well as the selected priority area. The transportation portion of the Zak Initiative is a new program – this funding request does not supplement or duplicate any current program funding.

D.3. Describe program services including frequency, duration and intensity. Example: Weekly financial literacy sessions for 20 clients for 6 months or completion of curriculum.

The Zak Initiative transportation program will be available 18 hours per day, 365 days per year. Specifically, to clients, after the initial screening for inclusion into the program, funding will be used to assist 60 clients annually with their match share which will provide transportation to and from work five days per week. The cost share per client is \$20 per day, or \$100 per week for sixteen weeks.

D.4. What is the target population and eligibility criteria for the program?

The target population to be served by the Zak Initiative are male and female adults 18 years old and up with primary focus in the community redevelopment areas (CRA) of Pinellas County - Clearwater including North and South Greenwood, St. Petersburg including Child's Park and Midtown, and clients throughout Pinellas County where upward economic mobility is a barrier and it is enhanced by the lack of transportation. Potential participants must be unemployed or underemployed, but able to participate fully in all program activities. Case management staff will work with each client to make sure barriers hampering participation such as transportation are not a factor in admission to the program. As reflected in poverty and crime rate table that utilizes data obtained through the American Community Survey Data and various reports on crime statistics, the average population below the poverty level of the proposed target geographic areas is an estimated 32%, while the index crime rate is 13.4% - more than double the crime rate for Pinellas County. The Zak Initiative will also focus on homeless adult individuals; (35% female; 64% male; 1% trans.); 38% African American, 3% Hispanic/Latino 5% Multi-Racial; 58% White (non-Hispanic); 5% veterans; 2% LGBT; 50% trauma-involved; 35% Co-occurring Disorders. These CRA's have the largest concentration of criminal offenses, arrests and recidivism in Pinellas County, accounting for 32.3% of offenses since 2009, and for 28% and 25% for all juvenile and adult arrests in the county. Uniform Crime Reports show offenses-per mile 2.26 times more concentrated in the CRA's compared to other areas in Pinellas County. These are at risk individuals with severe economic disadvantages. The criteria for service will be the same standards set by Workforce Innovation Opportunity Act (WIOA).

D.5. Provide the geographic service area(s) and hours and days for the program during contract period.

PERC has strategically located offices in the areas of Pinellas County with highest needs. The Dr. David T. Welch Center for Progress and Community Development is located in the heart of the South St. Petersburg Community Redevelopment Area (CRA) central to Campbell Park, Childs Park and Midtown; PERC serves two locations in the Downtown Clearwater CRA and expanded CRA collocating services and staff at the Homeless Empowerment Program (HEP) and St Vincent De Paul; the PERC main office and housing program is located near the Highpoint Area and Largo, and the Tarpon Springs office is able to interact with clients in East Tarpon. This was done with intentionality to develop meaningful connections to the residents in these communities. These areas of Pinellas County were selected for a variety of reasons. First both census tract and zip code data show that these areas in the county have the highest unemployment rates, highest crime rates, highest rates of poverty and lowest rates of educational attainment in the area. Second, more than 90% of the clients PERC serves, thus the program participants, reside in these areas of South St. Petersburg, Lealman, High Point, North and South Greenwood, and East Tarpon that encompass these zip codes. Finally, as an agency PERC has strategically located our offices in these areas as well due to the intentionality of bringing our work and programs to the areas where our clients reside – and areas where initiatives on the board including harm reduction and federally qualified health centers are most needed. The program will operate 365 days a year, 18 hours per day.

D.6. Describe the program staff, including qualifications, expertise, and credentials, if required.

The staff qualifications for the transportation portion of the program will be related to driving records and minimal otherwise. PERC is a second chance employer and will look to program participants to fill such roles from our current programs and outreach teams. For other parts of the Zak Initiative related to case management and program assessment, qualifications and expertise will be related to such positions. PERC case managers provide comprehensive, intensive re-entry case management services, including but not limited to job development and placement, job retention skill training, transitional housing, assessments, evaluations and referrals for substance abuse and mental health treatment, linkages for subsistence needs (beyond housing), partnerships for GED and adult basic education, and employment training – all outlined in a unique, individualized case plan that is updated regularly. This includes intensive levels of service pre-release to post release, with services intensive and decreasing over time. Beyond this, PERC is also a licensed out-patient substance abuse provider, licensed batterer's intervention program provider, licensed HIV/AIDS testing and education provider, and provides many other cognitive education classes such as life skills, advanced life

skills, anger management, errors in thinking, just to mention a few. Qualifications, expertise and credentials are examined and considered based on the program – however all PERC staff will be trained through our onboarding process and any requirements as outlined specifically in whichever program employed in.

E. Program Outcomes and Goals

Completed by mjalazo@exoffender.org on 4/4/2025 8:53 AM

Case Id: 19127

Name: Pinellas Ex Offender Reentry Coalition d/b/a

Address: *No Address Assigned

E. Program Outcomes and Goals

Please provide the following information.

E.1. Describe the goal(s) of the program using the Program Goals and Outcomes Template [Program Goals and Outcomes Template](#). Please download, complete, and upload below. Include for each goal being addressed:

- **Outcomes** - *Describe the changed state in the program participants or broader community that can be measured and identified. Include % change.*
- **Indicators** - *Identify qualitative and quantitative indicators to measure the outcomes.*
- **Methods of Evaluation** - *Identify how these outcomes will be measured (e.g. surveys, staff observation, program plans, assessments, self-reports.*
- **Measurement Intervals** – *Identify when the measures will be captured. (The goals and objectives must be measurable within a twelve (12) month period.)*



Outcomes and Goals Template Save as Outcomes and Goals Agency name *Required

FY25 SAF Outcomes and Goals ZAK Initiative.pdf

E.2. What information will be collected to demonstrate program success?

To enroll in the program, each client will meet with program staff to determine eligibility and be enrolled in the PERC Enhancement Data System after completion of the program assigned assessment tool. This will allow for progress notes which will be completed weekly by program staff and audited monthly by the PERC Program/Data Management team. Outcome data ranges from successful enrollments, full time employment, part time employment, sustained employment and finding permanent transportation solutions with the goal of long-term employment retention.

E.3. Describe how client/individual data is collected. (Please be specific on the platform your program uses if you collect data electronically, and the interval at which data is collected)

The PERC Data/Contract manager maintains and updates our data systems, ensures fidelity of data, and will do monthly program/data audits and subsequent reporting for the Zak Initiative. The quality of the data in the Zak Initiative will be assessed by outcomes set forth in partnership with Pinellas County Human Services. These outcomes range from successful enrollments, full time employment, part time employment, sustained employment and finding permanent transportation solutions with the goal of long-term retention. For enrollment, client assessment/intake data is collected by a PERC case manager along with the supporting documentation provided by the client (i.e. driver's license, social security card). The combined data is then entered into the PERC database which resides on an Access platform located on the secured PERC server. Intake/ assessment data is collected at the beginning of the program, participation/advancement during the program is reported/documented daily and weekly. Reporting is done monthly and quarterly as required.

F. Budget

Completed by mjalazo@exoffender.org on 4/4/2025 11:44 AM

Case Id: 19127

Name: Pinellas Ex Offender Reentry Coalition d/b/a

Address: *No Address Assigned

F. Budget and Financial Sustainability

Please provide the following information.

F.1. Total Agency budget for entire organization (local) This should be the largest amount.

\$4,527,650.00

F.2. Total Program budget. Amount currently allocated to fund the program with the requested Social Action Funding.

\$387,783.00

F.3. Total Pinellas County Social Action Funding request.

\$96,000.00

F.4. What percentage of the program budget will be funded with Pinellas County Social Action Funding?

25.00%

F.5. What other funders also financially support this program? To include the amount of funding and what those funds are used for.

United Way Suncoast: \$100,000 Annually, specific to administrative costs Florida Hires: \$11,000, one time pilot funds American Rescue Plan: \$141,000, purchase of vehicles CareerSource Hillsborough Pinellas: Annual, undetermined amount depending on WIOA eligibility for clients Employer contribution estimated to \$168,000 annually Employee contribution estimated to \$182,500 annually Total funds are used for drivers, employee fringe, gas, insurance and administration

F.6. What other Pinellas County funding does the organization receive for any and all programs?

None currently.

F.7. Describe the organizations plan for financial and program sustainability beyond fiscal year 2026.

PERC has worked on the concept of the Zak Initiative and how to fund it for several years. We have looked at this from all budget angles including as a social enterprise. We will advocate (and have begun) in several ways. First, related to the transportation components we have had multiple vehicles donated to PERC to launch this and have received an ARPA allocation from Pinellas County to purchase three additional vehicles. We have had preliminary discussions with multiple governmental jurisdictions, foundations, and EMPLOYERS which recognize the different levels of need and the expectation of funding requests such that program components can be adequately funded but also in a way that can lead to component self-sustainability within three years. Second, we have examined the need for additional stacked certifications, where the need is, and have worked with employers such as Cypress Gulf and Habitat for Humanity Tampa Bay Gulfside to develop what additional certifications can lead to upwardly mobile career pathways that are sustainable for program clients. Most of these certifications have pathways where once eligibility is established, additional funds can apply from sources such as the Workforce Innovation Opportunity Act (WIOA) from the local workforce board (CareerSource HP). The PERC team will continue to look for additional opportunities for funding beyond the first year through local, state, and federal funding, but more importantly through employers and the employees

themselves to fund the transportation program as a self-sustaining social enterprise. Finally, the Zak Initiative will be a catalyst in the creating of PERC as a contractor and employment solution itself where we can be the initial employer of record for clients and provide hurricane mitigation construction and clean up services immediately with our own crews gaining sustained employment through on-the-job training opportunities.

F.8. Please download and complete the [Annual Budget](#) form.



Annual Budget Narrative *Required

FY26 Annual Budget Report PERC Zak Initiative.xlsx

G. Required Documents

Completed by mjalazo@exoffender.org on 4/4/2025 8:54 AM

Case Id: 19127

Name: Pinellas Ex Offender Reentry Coalition d/b/a

Address: *No Address Assigned

G. Required Documents

Please upload the following documents.

Documentation



Proof of 501(c)(3) status save as 501c3 Agency name *Required

PERC 501c3.pdf



Proof of incorporation in the State of Florida for at least one (1) year Save as Incorporation Agency name

***Required**

2025 PERC Annual Report.pdf



Most Recent Financial and Single Audit (required if available) or IRS Form 990 (only if audit unavailable) Save as Audit Agency name *Required

2022-2023 Pinellas Ex-Offender Re-entry Coalition, Inc. Form 990 - Client Copy (1) (1).pdf



W-9 with legal name which matches that of applicant name Save as W9 Agency name *Required

W9 PERC 2025.pdf



Current Certificate of Insurance Save as Insurance Agency Name *Required

PC COI 07182024.pdf



Completed [Internal Control Checklist](#) Save as Internal Control Checklist Agency name *Required

Internal Control Checklist 2024.pdf

☒ [Annual Budget](#) Report Save as Annual Budget Agency name ***Required**

2024 2025 PERC Budget 11152024.pdf

☒ [Outcomes and Goals Template](#) Save as Outcomes and Goals Agency name ***Required**

FY25 SAF Outcomes and Goals ZAK Initiative.pdf

☒ [Current state licenses or registrations](#)

PERC Business Licenses.pdf

☒ [Local Agency Organizational Chart](#) Save as Org chart Agency name ***Required**

PERC Organization Chart .pptx

☐ [Program Job Descriptions, if funding supports salaries if applicable](#) Save as Job Descriptions Agency name

****No files uploaded**

☐ [Housing First Checklist, if applicable](#) Save as Housing First Agency name

****No files uploaded**

☐ [Shelter Entrance Criteria, if applicable](#) Save as Shelter Entrance Criteria Agency name

****No files uploaded**

☒ [Data Control Questionnaire](#) Save as Data Control Questionnaire Agency Name ***Required**

Data Control Questionnaire PERC.pdf

☒ [HS E-Verify Affidavit](#) Save as Everify Agency name ***Required**

PERC E Verify Affidavit.pdf

☒ [Board Member List, Including mailing and email addresses and phone numbers, if applicable](#) Save as Board Members Agency name



Accreditation, if applicable Save as Accreditation Agency name

CARF Accreditation Letter 2022 3 Year.pdf



Human Trafficking Affidavit Save as Human Trafficking Agency Name *Required

PERC Human Trafficking Affidavit.pdf



Travel / Mileage policy if funding is requested Save as Travel policy Agency name

***No files uploaded*



Conflict of Interest Policy if available Save as Conflict of Interest Agency name

PERC Conflict of Interest Acceptance .pdf



Program Policy and Procedures if available Save as Program Policy and Procedures Agency Name

PERC Employee Policy and Procedure Manual.pdf

Submit

Completed by mjalazo@exoffender.org on 4/4/2025 12:06 PM

Case Id: 19127

Name: Pinellas Ex Offender Reentry Coalition d/b/a

Address: *No Address Assigned

Certification

Once an application is submitted, it can only be "Re-opened" by an Administrator.

By clicking submit, I certify that I am an authorized representative of the proposing agency and the information contained in this application is true and accurate to the best of my knowledge and due diligence.

I also understand that applications are limited to one per organization, and if more than one application is submitted by my organization, only the most recent will be considered for funding.

Authorized Representative Signature

Michael Jalazo

Electronically signed by mjalazo@exoffender.org on 4/4/2025 12:05 PM

Date Submitted

04/04/2025

Program Description

Completed by zelda@floridadreamcenter.org on 4/1/2025 10:23 AM

Case Id: 19132

Name: Florida Dream Center

Address: *No Address Assigned

Program Description

Please provide the following information.



Social Action Funding Application for the funding period of October 1, 2025 - September 30, 2026

**Pinellas County Board
of County
Commissioners**
Human Services
440 Court St, 2nd Floor
Clearwater, FL 33756

Pinellas County Human Services is accepting applications from qualified non-profit organizations desiring to provide social services to low-income residents of Pinellas County.

The Social Action Grant Program provides funding to social service organizations for priority services that directly support Pinellas County.

The attached Social Action Grant Program application instructions outline the competitive process for the selection of organizations to receive Social Action Funding Grants as allocated by the Pinellas County Board of County Commissioners (Board) for FY 2026

Funding applications are limited to a minimum of \$10,000.00 and a maximum of \$150,000.00. Only one (1) application may be submitted per agency. Applicants may apply for either a large award (\$100,000.00 - \$150,000.00), or a small award (\$10,000.00 - \$99,999.00). A maximum of five large awards will be made, with the remainder of funding allocated to small awards. The amount requested does not guarantee an award. Actual awards will be based on the recommendation of the review committee and approval of the Board. The funding priorities for the Social Action Grant Program are:

- **Food and Nutritional Services:** including food banks, meal delivery, congregate dining, and related supportive services.
- **Homeless Prevention and Supportive Services:** including homeless outreach and engagement, prevention and diversion services, system navigation, and shelter and housing support.
- **Healthcare and Human Services for Disadvantaged Residents:** including, but not limited to, specialized healthcare services, workforce development, life skills training and support, transportation or mobility assistance, chore services, health and hygiene support, and specialized mentoring or educational programs for

disadvantaged populations.

- **Supportive Services for an Aging Population:** any of the above listed types of programs or additional supportive programs targeted to an aging population.

The submission deadline for all applications is April 4, 2025 at 4:00 PM (no exceptions). Organizations must utilize the online application through the Neighborly System. Please allow ample time for submission and technological challenges, as late applications will not be accepted. For questions regarding your application, please contact: Amanda Craft at acraft@pinellas.gov.

ELIGIBILITY CRITERIA

- ☒ The applicant organization must agree to the terms and conditions contained in the Pinellas County Social Action Program Agreement. **NO EXCEPTIONS** to the terms and conditions of the agreement will be permitted. The County reserves the right to update these terms and conditions from time to time and as needed to meet the needs of the County.

DISCLAIMER

- ☒ Pinellas County Government reserves the right to: 1) cancel the application process; 2) accept or reject any or all applications received; 3) waive any non-substantive deficiency or irregularity, waive or remedy any technical or immaterial errors; 4) request any necessary clarifications of proposal data without changing the terms of the proposal; 5) negotiate with any qualified applicant; 6) award a contract in what it believes to be the best interest of the County; 7) cancel the request, in part or its entirety, if it is deemed to be in the best interest of the County; 8) reject the program of any applicant that has previously failed to perform properly; 9) reject the program of any applicant who has failed to complete a contract within the specified timeframe; 10) reject the program of any applicant that is not in a position to fulfill a resulting contractual obligation.

EXCLUSIONS

The following are not eligible for Social Action Grant funding:

1. Capital Expenses
2. Improvements to Real Properties
3. Indirect Cost Rate (e.g. a fixed % of the program budget; direct costs are allowable)
4. Research studies or technical assistance
5. Employee or volunteer incentives
6. Legal fees or any expenses specifically related to criminal activity including court costs, citations, restitution, child support, alimony, or immigration related expenses
7. Alcohol, tobacco, firearms or lottery tickets
8. Expenses related to immigration or returning to country of origin
9. Gift Cards
10. Money orders
11. Property taxes
12. Vehicle purchases

FATAL CRITERIA

- Agency has not been incorporated in the State of Florida for a minimum of one (1) year.
- Agency does not have a 501 (c) (3) status for a minimum of one (1) year.
- Agency is not in compliance with an existing County contract at the time of submission.
- Agency's proposal is under/over the minimum (\$10,000.00)/ maximum (\$150,000.00).
- Application is late (system will not allow incomplete or late submissions).
- Application does not include a budget.

Please [CLICK HERE](#) to download a copy of the full program description.

☒ I acknowledge that I have clicked the above link and reviewed all program documentation.

Please [CLICK HERE](#) to download a copy of the Agreement.

☒ I acknowledge that I have clicked the above link and reviewed and agree to all terms.

Please [CLICK HERE](#) to view Frequently Asked Questions

NOTE: Incomplete applications will not be accepted by the system.

Eligibility

Completed by zelda@floridadreamcenter.org on 4/1/2025 10:24 AM

Case Id: 19132

Name: Florida Dream Center

Address: *No Address Assigned

Eligibility

Please provide the following information.

1. Is the applicant organization a non-profit 501 (c) (3) organization for at least one (1) year and incorporated in the State of Florida for at least one (1) year prior to date of application? The program is funded by local tax revenue. As such, publicly funded organizations are not eligible for awards under this solicitation.

Yes

2. Is the applicant organization the organization providing the proposed services? Subcontracting of contractual services is prohibited.

Yes

3 Do the proposed programs/services serve residents of Pinellas County?

Yes

4. Is the mission of the applicant organization consistent with the goals of the Social Action Grant Program to address the health, economic, and social well-being of Pinellas County residents in need of assistance? The applicant organization must not discriminate against any applicant for employment or employee with respect to hire, tenure, terms, conditions or privileges of employment or any matter directly or indirectly related to employment or against any client because of age, sex, race, ethnicity, color, religion, national origin, disability, marital status, or sexual orientation.

Yes

5. Does the applicant organization discriminate against any person on the basis of age, sex, race, ethnicity, color, religion, national origin, disability, marital status or sexual orientation in admission, treatment, or participation in its programs, services and activities?

No

6. Do the programs proposed by faith-based organizations have a secular purpose, and do not require worship or religious instruction activities? Services provided by faith-based organizations must be available to all Pinellas County residents, not solely for congregation members.

Yes

7. Are you an individual seeking financial assistance for yourself or another individual?

No

A. Agency Information

Completed by zelda@floridadreamcenter.org on 4/4/2025 2:59 PM

Case Id: 19132

Name: Florida Dream Center

Address: *No Address Assigned

A. Agency Information

Please provide the following information.

LEGAL AGENCY INFORMATION (FOR CONTRACT)

A.1. Legal Organization Name

Florida Dream Center Inc

A.2. DBA (if applicable)

A.3. Legal Address

4017 56th Ave N St. Petersburg, FL 33714

PROJECT INFORMATION

A.4. Program Name/Project Title

Cultivating Hope in Communities: FLDC's Holistic Support Model

A.5. Summary - provide a brief summary of program and how funding would be utilized.

The Florida Dream Center's Cultivating Hope in Communities program offers a holistic, multi-phase approach to supporting vulnerable individuals and families in Pinellas County as they move from crisis toward long-term self-sufficiency. This initiative addresses urgent, short-term needs—such as food insecurity, hygiene access, and basic clothing—while simultaneously providing wraparound case management and workforce readiness services. Clients first receive essential resources through the Mobile Food Bank and emergency supply outreach, Adopt-a-Block. Once stabilized, they are connected with a dedicated case manager who helps navigate barriers such as housing, healthcare, and benefits access. For those who are work-able, the program then offers personalized career services, including job skills development, certifications in trades and direct employment placement with supportive follow-up. Funding from Pinellas County Social Action Funding would directly support: Portion of staff salaries for case managers and workforce trainers
Transportation for mobile outreach and client access

APPLICATION CONTACT INFORMATION

A.19. First Name

Zelda

A.20. Last Name

O'Connell

A.21. Contact Person/Title

Chief Operating Officer/Grant Writer

A.22. Contact Email

zelda@floridadreamcenter.org

A.23. Telephone

2089959501

A.24. Executive Officer with signing authority First Name

Greg

A.25. Executive Officer with signing authority Last Name

Schaeffer

A.26. Executive Officer Title

CEO

A.27. Executive Officer Email

gschaeffer@floridadreamcenter.org

A.28. Executive Officer Phone Number

(727) 741-7722

Emergency supplies: food, hygiene kits, and clothing
Curriculum and certification costs for vocational training
Ongoing client support and follow-up services This integrated model ensures that clients are not only stabilized in the short term but also equipped to sustain independence—creating healthier individuals, stronger families, and a more resilient Pinellas County.

A.6. Physical Program Address

4017 56th Ave N St. Petersburg, FL 33714

A.7. Program Manager First Name

Gary

A.8. Program Manager Last Name

Webb

A.9. Program Manager Title

Director of Programs

A.10. Program Manager Email

gary@floridadreamcenter.org

A.11. Program Manager Phone Number

(727) 481-0187

A.12. Social Action Funding Priority Area

Note: Only one (1) application may be submitted per organization. If more than one is submitted, only the first will be considered for funding.

Healthcare and Human Services for Disadvantaged Residents

A.13. Funding Category **ONLY SELECT ONE**

☒ \$10,000.00-\$99,999.00

☐ \$100,000.00-\$150,000.00

A.14. Total Amount Requested

Note: Max request is \$150,000.00
\$88,000.00

A.15. Taxpayer/Employer ID

46-0663472

A.16. Unique Entity Identifier (UEI- Federal SAM.GOV Number, if registered)

Printed By: Amanda Craft on 4/7/2025

CJ4MS9DKYFB5

A.17. Date of incorporation in Florida

07/24/2012

A.18. Date of 501(c)(3) Status

07/25/2012

B. Organization Profile

Completed by zelda@floridadreamcenter.org on 4/1/2025 2:43 PM

Case Id: 19132

Name: Florida Dream Center

Address: *No Address Assigned

B. Organization Profile

Please provide the following information.

B.1. Describe how the mission and purpose of the agency align with the funding priority area.

The Florida Dream Center (FLDC) exists to serve individuals and families facing poverty, homelessness, and other life-controlling issues by providing direct services that promote stability, dignity, and long-term self-sufficiency. Our mission is to transform lives and restore hope by meeting people where they are and walking alongside them toward independence. This mission aligns seamlessly with the goals of the Pinellas County Social Action Funding priority area, which seeks to improve quality of life for disadvantaged residents through access to basic needs, supportive services, and economic opportunity. FLDC's comprehensive approach—meeting urgent needs, providing personalized case management, and equipping clients with job skills and employment pathways—directly supports the County's vision of reducing poverty, increasing access to essential services, and fostering economic mobility. Through our Cultivating Hope in Communities program, FLDC addresses not only the symptoms of poverty but also its root causes, creating a continuum of care that uplifts individuals and strengthens the broader Pinellas County community.

B.2. Describe your board membership and how the board is reflective of the target population.

The Florida Dream Center's Board of Directors is currently composed of individuals with strong leadership backgrounds, including military veterans, a chaplain, and a local pastor. Our Board Chair is a man of Latin descent, and while the current board is entirely male, it brings valuable insight and commitment to serving vulnerable communities in Pinellas County. Recognizing the importance of representation that reflects the diversity of the population we serve, diversifying the board is a top priority under the organization's new leadership. The board is actively recruiting individuals with lived experience in areas such as poverty, homelessness, addiction recovery, and systemic barriers, as well as those from underrepresented racial, ethnic, and gender groups. This shift is part of a broader effort to ensure that governance and strategic planning are more inclusive, community-informed, and culturally responsive. FLDC believes that a diverse board will strengthen our programs, including Cultivating Hope in Communities, by bringing in voices that better represent and advocate for the needs of our clients.

B.3. Explain the organization's experience relevant to the proposed priority area.

The Florida Dream Center (FLDC) has over a decade of experience serving the Lealman community—one of the most historically underserved areas in Pinellas County. Throughout this time, FLDC has remained committed to improving quality of life for residents by addressing both immediate needs and long-term barriers to stability. Our work has consistently focused on individuals and families who are elderly, underemployed, or otherwise struggling to access essential resources. Through hands-on outreach and trusted relationships within the community, FLDC has provided thousands of residents with critical services—including food distribution, hygiene support, housing navigation, and personalized case management. Our programs are designed to meet people where they are and walk alongside them toward greater independence. From crisis intervention to career readiness, we've developed a model that responds to the realities faced by many in Pinellas County—offering compassionate support that leads to lasting change. This deep-rooted experience and understanding make FLDC uniquely equipped to deliver the Cultivating Hope in Communities program and continue empowering underserved residents throughout Pinellas County.

B.4. Describe your onboarding process and program implementation timeline across the organization and for this program.

At the Florida Dream Center (FLDC), all client services follow a consistent and compassionate onboarding process designed to build trust and ensure wraparound support from day one. For the Cultivating Hope in Communities program, onboarding begins with initial engagement through one of our access points—such as the Mobile Food Bank, Adopt-a-Block outreach, or community referral. Initial Contact & Needs Assessment: Clients are greeted by trained staff or volunteers who conduct a basic intake and provide immediate resources such as food, hygiene items, and clothing if needed. Individuals showing deeper or ongoing need are referred for case management services. Case Management Assignment & Intake: Within 5 business days, clients are assigned a Resident Advocate (case manager). A full intake is completed, identifying barriers, benefits eligibility, housing status, health concerns, and employment readiness. A personalized service plan is created in partnership with the client. Service Navigation & Stabilization: Case managers provide connections to vital services, including housing assistance, ID recovery, healthcare enrollment, and transportation. The goal during this phase is stabilization, particularly for elderly and underemployed individuals. Work Readiness Screening (if applicable): For those who are work-able, case managers refer clients to our Work Readiness Training team. Clients are assessed for interests, strengths, and background considerations (such as criminal records), then placed in appropriate trade training tracks (e.g., welding, electrical, plumbing), soft-skills workshops, or job matching services. Job Placement & Follow-Up: After completing training, clients are supported in securing employment and are followed for a minimum of 90 days to ensure job retention and continued progress toward self-sufficiency. Implementation Timeline (Ongoing, Year-Round Services) Month 1: Community engagement, intake and stabilization begins. Case management launched for new clients. Months 2–3: Vocational readiness screenings and referrals to career services initiated for eligible participants. Months 3–12: Job placement, training completion, and supportive services continue with ongoing evaluation and client follow-up. Ongoing: Mobile Food Bank and outreach services operate weekly; case management is rolling; job placement and training occur based on demand and enrollment. Because Cultivating Hope in Communities is built upon FLDC's existing service infrastructure, implementation is immediate and fully operational across all program areas with new clients onboarded weekly. This ensures no service gaps and allows for consistent, high-impact support across Pinellas County.

C. Community Needs

Completed by zelda@floridadreamcenter.org on 4/4/2025 10:48 AM

Case Id: 19132

Name: Florida Dream Center

Address: *No Address Assigned

C. Community Needs

Please provide the following information.

C.1. Clearly identify the need to be addressed through the proposed program.

Pinellas County continues to experience deep economic disparities that disproportionately impact elderly, underemployed, and low-income individuals. According to the most recent data from the U.S. Census Bureau, nearly 13% of Pinellas County residents live below the federal poverty line, with certain zip codes—including Lealman—experiencing poverty rates that are even higher. The Florida Dream Center (FLDC) has seen firsthand how compounding factors such as housing instability, food insecurity, inflation, and employment barriers are affecting those we serve. Many clients are seniors on fixed incomes or individuals working part-time or in low-wage jobs that no longer cover basic expenses due to the sharp rise in the cost of living. Since 2021, food prices in the Tampa Bay area have increased by over 20%, and rent costs have surged by 35% or more in many parts of the county, outpacing wage growth and putting additional pressure on already struggling households. FLDC serves hundreds of clients each month through mobile outreach and in-office services. Internal assessments show that: 100% of clients identify as low-income or below the poverty level More than 90% report being unemployed or underemployed Many rely on FLDC for essential items like food, hygiene products, and job readiness assistance simply to get by week-to-week There is also a growing segment of clients with criminal backgrounds or histories of addiction, who face systemic barriers to re-entering the workforce despite being work-able and motivated to improve their circumstances. Cultivating Hope in Communities directly addresses these intersecting needs by delivering not only emergency relief, but also structured case management and workforce training services that empower individuals to overcome systemic barriers and achieve long-term self-sufficiency. This program responds to the urgency of current economic conditions while investing in sustainable outcomes—making it both timely and necessary for Pinellas County’s most vulnerable populations.

C.2. Provide current supporting statistics or data specific to Pinellas County such as needs assessments, interviews, waiting lists, surveys, trends and/or analyses to demonstrate the need described in C1.

Recent assessments and data underscore the urgent and ongoing needs facing low-income and under-resourced residents across Pinellas County: According to the 2023 ALICE Report (Asset Limited, Income Constrained, Employed) by United Way Suncoast, over 43% of households in Pinellas County are either living in poverty or fall into the ALICE category—meaning they earn above the poverty line but still cannot afford basic necessities such as housing, food, healthcare, and transportation. The Pinellas County Community Health Assessment (CHA) identifies economic stability as a top determinant of health and wellbeing. The CHA highlights food insecurity, unemployment, and lack of affordable housing as persistent challenges, particularly for seniors, single-parent households, and individuals with limited education or prior incarceration. The Pinellas County Homeless Leadership Alliance’s 2023 Point-in-Time Count recorded over 2,000 individuals experiencing homelessness, with many citing loss of income, rising rent, or inability to find employment as primary causes. Rental costs in Pinellas County have increased by over 35% since 2020, and vacancy rates for affordable units remain extremely low. This places extraordinary pressure on fixed-income households, including seniors, many of whom turn to nonprofits like FLDC for supplemental support. FLDC internal tracking from 2023 shows that demand for food and hygiene items has increased by over 60% since pre-pandemic levels, and job readiness referrals have tripled, especially among clients seeking second chances after incarceration or recovery from

substance use. Waitlists for case management services at FLDC have become more common, with some clients waiting up to 2 weeks for intake appointments due to limited staffing and high demand. Interviews conducted by FLDC case managers reveal that many clients must choose between food, rent, and transportation on a weekly basis—making stability or career advancement difficult without intervention. Together, this data confirms a widespread and intensifying need for holistic support services like those provided by Cultivating Hope in Communities. The program not only responds to existing disparities but also meets the demand for practical, hands-on support to stabilize households and promote long-term self-sufficiency throughout Pinellas County.

C.3. Is the program new and innovative, or is funding sought to expand capacity or service in an existing program, or continuation of current funding? No points to be assessed for this question.

Expand Capacity or Service

C.4. If new and innovative, discuss what is currently being done in the community to address the need and how this program differs to provide better results. If expanding capacity, describe the current services available in the community, numbers unserved, and how the proposed program will reduce the number of unserved. If continuation of funding discuss what has been done to obtain alternate funding?

While Pinellas County is home to several organizations addressing hunger relief, case management, or workforce development, very few offer all three services in one accessible, person-centered model—especially targeted toward elderly, underemployed, or system-impacted individuals. The Florida Dream Center (FLDC) stands out for its ability to meet people where they are—physically and emotionally—through outreach, mobile services, and consistent engagement in hard-to-reach areas such as Lealman and surrounding communities. Currently, FLDC provides: Weekly Mobile Food Bank services across the county Resident Advocacy case management to help clients access housing, benefits, and services Work Readiness Training and job placement support, particularly for those with barriers to employment Despite this existing infrastructure, demand far exceeds capacity. In 2023, FLDC: Served 2,000+ individuals through its Mobile Food Bank but turned away multiple households each week due to limited inventory or volunteer capacity Maintained a waitlist of 25–30 clients monthly for case management services Had over 100 eligible individuals inquire about trade certification and job placement, but could only accommodate 70 due to staffing and funding limitations The Cultivating Hope in Communities program will allow FLDC to: Increase food distribution capacity by sourcing additional food and hygiene supplies Add case management personnel, reducing wait times and increasing client navigation capacity Expand access to vocational training, offering more trade certification opportunities and follow-up support By expanding in these key areas, FLDC will be able to serve at least 40% more clients annually and reduce the number of unserved individuals—especially those who are falling through the cracks of traditional service systems due to transportation issues, language barriers, or past legal or addiction-related challenges. This expansion fills a critical service gap in Pinellas County and creates a seamless pipeline from crisis intervention to economic empowerment.

If currently funded, please provide outcomes/utilization/success?

☐ **Outcomes/Utilization/Success**

***No files uploaded*

C.5. Describe how the proposed program will coordinate with existing programs in the community. If program is working with partners, please include a collaborative letter showing how both sides would be working on project.

The Cultivating Hope in Communities program is deeply rooted in collaboration with trusted community partners across Pinellas County. The Florida Dream Center (FLDC) works in tandem with local food pantries, social service providers, and employment training organizations to ensure a coordinated, holistic approach that avoids duplication and amplifies collective impact. Food Security Coordination FLDC supports multiple community food pantries, including Sacred Heart

Church and Open Arms Ministry, by distributing between 2,000 to 9,000 pounds of food per week to partner sites. These collaborations allow smaller pantries to serve over 600 families weekly, while FLDC also engages in direct outreach through its Mobile Food Bank. Together, these efforts increase access to nutritious food across underserved communities and reduce hunger on a broader scale. Case Management and Social Services Partners like Open Arms Ministry and Sacred Heart Church work alongside FLDC to deliver case management and social services. Clients in need of housing, benefits navigation, or employment support are referred to FLDC's Resident Advocates. Through resource sharing and consistent communication, these partnerships ensure clients receive coordinated care that addresses both immediate needs and long-term stability. Workforce Training and Employment Placement FLDC's vocational programs are reinforced by strategic partnerships with Operation New Hope, Florida Hires, and the Pinellas County Housing Authority: Operation New Hope supports the Forklift Training and NCCER trade certification programs, recognizing their role in preparing justice-involved individuals for employment. The organization also collaborates on job placement and support services. Pinellas County Housing Authority values the FLDC workforce model, particularly for residents aging out of foster care or exiting homelessness. They cite 90% retention rates among FLDC-trained workers—significantly higher than national averages—and affirm the program's alignment with countywide goals for economic independence and housing stability. Together, these partnerships create a responsive, community-based support system. Clients are met with dignity, referred efficiently, and supported through multiple points of need without falling through service gaps. Letters of collaboration from these partners are included in the application to demonstrate shared commitment, clearly defined roles, and joint outcomes. These relationships not only validate the program's design—they strengthen its impact across the entire county.

Please upload Collaborative Letter



Collaborative Letter

Collaborative Letters.pdf

D. Scope of Services

Completed by zelda@floridadreamcenter.org on 4/4/2025 11:50 AM

Case Id: 19132

Name: Florida Dream Center

Address: *No Address Assigned

D. Scope of Services

Please provide the following information.

Program Specifics

D.1. Describe the proposed program. Services to be delivered should be clearly identified. Include information regarding evidence-based practices or best practice models used, if applicable.

Cultivating Hope in Communities is a holistic support program by the Florida Dream Center (FLDC), serving low-income, elderly, underemployed, and justice-impacted residents of Pinellas County. The program addresses urgent needs and builds long-term self-sufficiency through three integrated service areas. 1. Immediate Needs Support: Clients first engage through FLDC's Mobile Food Bank and outreach events, receiving essential items such as food, hygiene products, clothing, and transportation assistance. This initial contact builds trust and removes barriers to further support. 2. Case Management (Resident Advocacy): Each client is paired with a trained Resident Advocate who conducts a comprehensive needs assessment, creates an individualized service plan, and provides ongoing navigation of public benefits, housing, and referrals to healthcare or legal support. FLDC's model is rooted in trauma-informed care and wraparound services, both nationally recognized best practices. 3. Work Readiness and Employment Support: Clients who are work-able receive job readiness training, soft skill development, and trade certifications including forklift operation and NCCER Core Construction and Carpentry Level 1. Job placement and follow-up support are also provided. These services align with standards set by the Workforce Innovation and Opportunity Act (WIOA) and National Career Development Association (NCDA). By combining emergency relief, individualized case management, and workforce development, this program offers a clear path from crisis to stability for Pinellas County residents.

D.2. What will the funding be used to purchase or pay for to support the program? This should align with the attached Annual Budget and Operational Narrative and the selected priority area (A.12. of the application). Include how does this funding request supplement, not duplicate, current program funding?

Use of Funds and Alignment with Program Priorities The requested funding will directly support the Cultivating Hope in Communities program by expanding capacity to meet the rising needs of low-income, elderly, underemployed, and justice-impacted residents of Pinellas County. All expenses are aligned with the selected priority area and reflect direct service costs, not overhead or capital improvements. Specifically, funds will be used for: Personnel Costs Salary for a Case Manager/Navigator to assist homeless and under-resourced clients in accessing benefits, housing, and employment pathways Salary for Work Readiness Training Staff to provide trade training, soft-skills workshops, and employment placement support Professional Fees and Licensing Accreditation fees for delivering National Center for Construction Education and Research (NCCER) trade certifications, increasing credential access for work-able clients Contracted accountant to ensure compliance, grant tracking, and accurate reporting Operational Costs Vehicle insurance for the outreach van used in food distribution, mobile services, and transporting clients to workforce training sites These costs are all program-specific and mission-critical, supporting the delivery of services in food access, case management, and employment development. Supplementing, Not Duplicating Existing Funding This request supplements current FLDC funding, which is limited and already committed to covering baseline operational costs, food inventory, and partial staffing. FLDC has no existing funding for additional work readiness staffing or trade certification fees. Current case

management capacity is overburdened, with consistent waitlists of 25–30 clients per month. The addition of these resources will allow FLDC to expand client reach by at least 40%, reduce service delays, and improve long-term outcomes. No funding will be used for ineligible expenses such as capital improvements, legal fees, or indirect cost rates. All funds will support direct services aligned with grant priorities and community need.

D.3. Describe program services including frequency, duration and intensity. Example: Weekly financial literacy sessions for 20 clients for 6 months or completion of curriculum.

1. Immediate Needs Support -Weekly Mobile Food Bank distributions serve up to 400 households per week, focusing on high-need neighborhoods throughout Pinellas County. -Over 45,000 pounds of food are distributed weekly in collaboration with low-income mobile home parks, veteran villages, housing authority apartments, and senior villages, supporting up to 2,500 unduplicated individuals across the county. -Clients may receive food, hygiene kits, and basic supplies once per week, based on household needs. -Weekly block outreach events serve an additional 200–300 households per event, providing food, clothing, and direct connection to case management and employment services. - FLDC expects to serve 2,000–2,500 unique households annually through its food and hygiene distribution efforts. 2. Case Management (Resident Advocacy) -Clients complete an initial intake within 5 business days of referral or self-enrollment. -Bi-weekly or monthly sessions are conducted for goal setting, barrier resolution, and resource navigation. - Average case duration is 6 to 18 months, depending on client needs. -FLDC provides intensive case management to 528 unique clients annually, offering referrals to housing, healthcare, mental health services, and legal aid. 3. Work Readiness Training and Employment Support -Clients attend weekly job readiness sessions, including resume development, interview practice, and soft skill training, in small groups or one-on-one. -Vocational certification programs—including forklift operation and NCCER Core Construction and Carpentry Level 1—run 4 to 8 weeks, depending on the track. -Post-placement follow-up and support continue for up to one year after employment to support long-term success. -FLDC expects 70–100 clients annually to complete training and secure meaningful employment.

D.4. What is the target population and eligibility criteria for the program?

The target population for the Cultivating Hope in Communities program includes low-income, elderly, underemployed, and system-impacted individuals and families residing in Pinellas County. This includes people experiencing food insecurity, housing instability, unemployment, or barriers to accessing public benefits and workforce opportunities. Special focus is placed on: Seniors living on fixed incomes Underemployed individuals in part-time or low-wage jobs Individuals with a history of incarceration or substance use disorder Residents of low-income mobile home parks, veteran villages, senior housing, and housing authority apartments Families experiencing chronic poverty or transitioning from homelessness Eligibility Criteria: Must be a resident of Pinellas County Must have a household income at or below 200% of the federal poverty level Must be experiencing at least one of the following: Food insecurity Housing instability or homelessness Unemployment or underemployment Barriers to employment (criminal background, lack of transportation, etc.) Need for access to benefits, supportive services, or workforce development There are no age restrictions for case management or food assistance services. Eligibility for vocational training is based on an individual's readiness and ability to participate in workforce activities, determined through an intake and assessment process with a Resident Advocate. This inclusive approach ensures services are accessible to those most in need, while still providing structure for effective service delivery and accountability.

D.5. Provide the geographic service area(s) and hours and days for the program during contract period.

Geographic Service Area: The Cultivating Hope in Communities program serves residents throughout Pinellas County, with targeted outreach in high-need and underserved communities, including: Lealman, Clearwater, Largo, northern St. Petersburg, Pinellas Park, and Tarpon Springs Low-income mobile home parks, housing authority sites, senior villages, and veteran housing developments Mobile and outreach services are strategically located in areas with high concentrations of poverty, food insecurity, and limited access to transportation or traditional service hubs, ensuring

services reach those with the greatest need. Program Hours and Days: Services are offered year-round, Tuesday through Saturday: Office-Based Case Management Tuesday – Friday | 8:30 AM – 4:30 PM Mobile Food Bank & Outreach Events Weekly (Rotating days, Tuesday – Saturday) | Typically 9:00 AM – 2:00 PM Weekly Block Events: Saturdays | 9:00 AM – 12:00 PM Work Readiness Training & Employment Support Tuesday – Friday | Scheduled sessions between 9:00 AM – 4:30 PM Evening hours may be arranged by appointment for clients with scheduling barriers. Services are accessible by walk-in, referral, or direct enrollment, ensuring flexible and equitable access for all eligible residents.

D.6. Describe the program staff, including qualifications, expertise, and credentials, if required.

The Cultivating Hope in Communities program is led by a skilled and mission-driven team with diverse experience in social services, case management, and workforce development. Staff combine formal training with lived experience to support clients with compassion, dignity, and practical expertise. Resident Advocates (Case Managers): Minimum qualifications include a high school diploma or GED. FLDC intentionally hires individuals with lived experience—including those who have overcome poverty, addiction, or justice involvement—as their insights help build trust and support client transformation. Staff receive ongoing training in trauma-informed care, motivational interviewing, and navigation of housing, benefits, healthcare, and legal systems. They are responsible for intake, service planning, and referrals, with caseloads structured for meaningful engagement over 6–18 months. Work Readiness Training Staff: Team members have backgrounds in workforce development or adult education and are experienced in serving justice-involved and underemployed populations. Trainers hold NCCER Master Trainer Certification and lead industry-aligned programs, including forklift certification and NCCER Core Construction and Carpentry Level 1. They also deliver training in job readiness, soft skills, and financial literacy in partnership with accredited providers. Leadership and Support: Program oversight is provided by the COO and Program Director, each with over 10 years of nonprofit leadership experience. A contracted bookkeeper ensures grant compliance and financial accountability. Volunteers and interns supplement staff capacity and receive structured training in confidentiality, safety, and client care. Together, the team delivers high-impact, client-centered services tailored to the needs of vulnerable communities in Pinellas County.

E. Program Outcomes and Goals

Completed by zelda@floridadreamcenter.org on 4/4/2025 12:59 PM

Case Id: 19132

Name: Florida Dream Center

Address: *No Address Assigned

E. Program Outcomes and Goals

Please provide the following information.

E.1. Describe the goal(s) of the program using the Program Goals and Outcomes Template [Program Goals and Outcomes Template](#). Please download, complete, and upload below. Include for each goal being addressed:

- **Outcomes** - *Describe the changed state in the program participants or broader community that can be measured and identified. Include % change.*
- **Indicators** - *Identify qualitative and quantitative indicators to measure the outcomes.*
- **Methods of Evaluation** - *Identify how these outcomes will be measured (e.g. surveys, staff observation, program plans, assessments, self-reports.*
- **Measurement Intervals** – *Identify when the measures will be captured. (The goals and objectives must be measurable within a twelve (12) month period.)*



Outcomes and Goals Template Save as Outcomes and Goals Agency name *Required

Outcomes and Goals Florida Dream Center.docx

E.2. What information will be collected to demonstrate program success?

To demonstrate the success of the Cultivating Hope in Communities program, the Florida Dream Center will collect both quantitative and qualitative data across all service areas. The following information will be tracked and evaluated to measure impact and ensure accountability: Client Stability and Goal Achievement (Case Management) Number of individualized goals achieved per client (e.g., housing secured, ID obtained, benefits accessed) Referrals provided and successfully used Reduced reliance on emergency or crisis services Data collected using OASIS Insight CRM, case notes, and the Arizona Self-Sufficiency Matrix Work Readiness and Employment Outcomes Number of clients completing job readiness training and vocational certification (e.g., NCCER, forklift) Employment placements and 90-day job retention rates Progress tracked via attendance logs, completion certificates, employer verification, and OASIS Insight/NCCER databases Outreach to Case Management Pathways (Food Services) Number of food recipients informed of case management services Number of scheduled follow-up appointments from outreach Outreach logs and client follow-up records used for tracking Improved Nutrition and Access to Healthy Food Pounds of fresh and frozen food distributed weekly Client survey feedback on food quality and access Changes in food selection behavior or household nutrition trends Documentation through distribution logs, client interviews, and staff observations All outcomes will be reviewed at regular intervals including intake, mid-point, discharge, and quarterly follow-ups, ensuring the program remains data-driven, responsive, and aligned with Pinellas County's health and equity goals.

E.3. Describe how client/individual data is collected. (Please be specific on the platform your program uses if you collect data electronically, and the interval at which data is collected)

The Cultivating Hope in Communities program uses a combination of electronic platforms and manual documentation to collect, manage, and evaluate client-level data. Primary Data Collection Platform: All client data is securely entered and maintained in OASIS Insight, a cloud-based Client Relationship Management (CRM) system specifically designed

for human services organizations. OASIS allows for centralized intake, service tracking, referrals, case notes, and outcome reporting across all program areas. Supplementary Tools: FLDC also uses the Arizona Self-Sufficiency Matrix within OASIS to assess and track each client's progress across multiple domains (e.g., income, housing, food access, employment readiness). For vocational training outcomes, the National Center for Construction Education and Research (NCCER) online database is used to verify certifications and training completions. Data Collection Intervals: Initial Intake: Completed at the client's first point of engagement or referral Ongoing Case Notes & Service Logs: Updated in real-time as services are delivered Midpoint Review: Typically every 6 months, depending on the client's service intensity Exit or Case Closure: Upon successful program completion or disengagement Follow-Up: Employment retention and post-service outcomes are assessed quarterly for up to one year Additional Methods: Paper intake forms may be used during mobile outreach events and are later entered into the system by staff. Client surveys and interviews are also conducted periodically to capture qualitative feedback on service satisfaction and personal progress. All data is managed in accordance with confidentiality policies and data security standards, and only trained staff members have access to the system.

F. Budget

Completed by zelda@floridadreamcenter.org on 4/4/2025 2:58 PM

Case Id: 19132

Name: Florida Dream Center

Address: *No Address Assigned

F. Budget and Financial Sustainability

Please provide the following information.

F.1. Total Agency budget for entire organization (local) This should be the largest amount.

\$720,000.00

F.2. Total Program budget. Amount currently allocated to fund the program with the requested Social Action Funding.

\$525,000.00

F.3. Total Pinellas County Social Action Funding request.

\$88,000.00

F.4. What percentage of the program budget will be funded with Pinellas County Social Action Funding?

16.76%

F.5. What other funders also financially support this program? To include the amount of funding and what those funds are used for.

Hawkins Foundation \$10,000.00 - Support clients with trade certification, food, hygiene and case management. Pinellas Community Foundation \$20,000.00 - Support operations and programs for 2025. Pinellas Community Foundation \$22,500.00 - Support increased need of immediate needs and case management Community Foundation Tampa Bay \$25,000.00- Support to mobilize services throughout Pinellas County. Americorps VISTA \$27,000.00 - Support to manage Americorps Members and provide technological support. Americorps VISTA \$94,000.00 - Support by funding the 5 Americorps VISTA members who support volunteer and program activities. Including distribution of food, client program recruitment and community outreach activities.

F.6. What other Pinellas County funding does the organization receive for any and all programs?

Pinellas County CDBG Funding for building renovations - \$66,000.00

F.7. Describe the organizations plan for financial and program sustainability beyond fiscal year 2026.

The Florida Dream Center (FLDC) is committed to the long-term sustainability of the Cultivating Hope in Communities program and has a multi-pronged strategy in place to ensure continued financial and operational viability beyond fiscal year 2026. 1. Diversified Funding Streams: FLDC actively pursues a balanced mix of public and private funding, including government grants, foundation support, corporate sponsorships, church partnerships, and individual donor contributions. The organization has a proven track record of securing multi-year support and will continue to apply for federal, state, and local funding aligned with workforce development, food insecurity, and poverty reduction. 2. Strengthened Community Partnerships: FLDC maintains strong relationships with local partners such as the Pinellas County Housing Authority, Operation New Hope, and various food distribution sites. These partnerships reduce duplication, maximize shared resources, and expand program reach—helping sustain outcomes even as funding fluctuates. 3. Capacity Building and Staff Development: Investments in staff training and leadership development support long-term service delivery capacity. FLDC also recruits and retains skilled staff, including those with lived

experience, to ensure strong program continuity and institutional knowledge. 4. Revenue-Generating Activities: FLDC continues to explore revenue-generating opportunities such as social enterprise partnerships, fee-for-service vocational programs, and community-based fundraising events to support unrestricted income and program reinvestment. 5. Data-Driven Outcomes: The organization uses program data to demonstrate impact, track success, and communicate value to funders. Strong evaluation practices will continue to position FLDC as a trusted and results-driven partner for future funding. Through these strategies, FLDC is well-positioned to sustain and grow the Cultivating Hope in Communities program beyond FY2026—ensuring ongoing support for vulnerable residents across Pinellas County.

F.8. Please download and complete the [Annual Budget](#) form.



Annual Budget Narrative *Required

Annual Budget Florida Dream Center.xlsx

G. Required Documents

Completed by zelda@floridadreamcenter.org on 4/4/2025 3:01 PM

Case Id: 19132

Name: Florida Dream Center

Address: *No Address Assigned

G. Required Documents

Please upload the following documents.

Documentation



Proof of 501(c)(3) status save as 501c3 Agency name *Required

501c3 Florida Dream Center.pdf



Proof of incorporation in the State of Florida for at least one (1) year Save as Incorporation Agency name

***Required**

Incorporation Florida Dream Center.pdf



Most Recent Financial and Single Audit (required if available) or IRS Form 990 (only if audit unavailable) Save as Audit Agency name *Required

Audit Florida Dream Center.pdf



W-9 with legal name which matches that of applicant name Save as W9 Agency name *Required

W9 Florida Dream Center.pdf



Current Certificate of Insurance Save as Insurance Agency Name *Required

Insurance Florida Dream Center.pdf



Completed [Internal Control Checklist](#) Save as Internal Control Checklist Agency name *Required

Internal Control Checklist Florida Dream Center.docx

☒ [Annual Budget Report](#) Save as Annual Budget Agency name ***Required**

Annual Budget Florida Dream Center.xlsx

☒ [Outcomes and Goals Template](#) Save as Outcomes and Goals Agency name ***Required**

Outcomes and Goals Florida Dream Center.docx

☐ [Current state licenses or registrations](#)

***No files uploaded*

☒ [Local Agency Organizational Chart](#) Save as Org chart Agency name ***Required**

Org Chart Florida Dream Center.pdf

☒ [Program Job Descriptions, if funding supports salaries if applicable](#) Save as Job Descriptions Agency name

Job Description Florida Dream Center.pdf

☐ [Housing First Checklist, if applicable](#) Save as Housing First Agency name

***No files uploaded*

☐ [Shelter Entrance Criteria, if applicable](#) Save as Shelter Entrance Criteria Agency name

***No files uploaded*

☒ [Data Control Questionnaire](#) Save as Data Control Questionnaire Agency Name ***Required**

Data Control Questionnaire Florida Dream Center.docx

☒ [HS E-Verify Affidavit](#) Save as Everify Agency name ***Required**

Everify Florida Dream Center.pdf

☒ [Board Member List, Including mailing and email addresses and phone numbers, if applicable](#) Save as Board Members Agency name

Board Members Florida Dream Center.pdf



Accreditation, if applicable Save as Accreditation Agency name

Accreditation Florida Dream Center.pdf



Human Trafficking Affidavit Save as Human Trafficking Agency Name *Required

Human Trafficking Affidavit Florida Dream Center.pdf



Travel / Mileage policy if funding is requested Save as Travel policy Agency name

***No files uploaded*



Conflict of Interest Policy if available Save as Conflict of Interest Agency name

***No files uploaded*



Program Policy and Procedures if available Save as Program Policy and Procedures Agency Name

***No files uploaded*

Submit

Completed by zelda@floridadreamcenter.org on 4/4/2025 3:01 PM

Case Id: 19132

Name: Florida Dream Center

Address: *No Address Assigned

Certification

Once an application is submitted, it can only be "Re-opened" by an Administrator.

By clicking submit, I certify that I am an authorized representative of the proposing agency and the information contained in this application is true and accurate to the best of my knowledge and due diligence.

I also understand that applications are limited to one per organization, and if more than one application is submitted by my organization, only the most recent will be considered for funding.

Authorized Representative Signature

Zelda O'Connell

Electronically signed by zelda@floridadreamcenter.org on 4/4/2025 3:00 PM

Date Submitted

04/04/2025

Program Description

Completed by gordana.krone@metromin.org on 4/4/2025 9:19 AM

Case Id: 19136

Name: Metropolitan Ministries, Inc. - Family Shelter

Address: *No Address Assigned

Program Description

Please provide the following information.



Social Action Funding Application for the funding period of October 1, 2025 - September 30, 2026

**Pinellas County Board
of County
Commissioners**
Human Services
440 Court St, 2nd Floor
Clearwater, FL 33756

Pinellas County Human Services is accepting applications from qualified non-profit organizations desiring to provide social services to low-income residents of Pinellas County.

The Social Action Grant Program provides funding to social service organizations for priority services that directly support Pinellas County.

The attached Social Action Grant Program application instructions outline the competitive process for the selection of organizations to receive Social Action Funding Grants as allocated by the Pinellas County Board of County Commissioners (Board) for FY 2026

Funding applications are limited to a minimum of \$10,000.00 and a maximum of \$150,000.00. Only one (1) application may be submitted per agency. Applicants may apply for either a large award (\$100,000.00 - \$150,000.00), or a small award (\$10,000.00 - \$99,999.00). A maximum of five large awards will be made, with the remainder of funding allocated to small awards. The amount requested does not guarantee an award. Actual awards will be based on the recommendation of the review committee and approval of the Board. The funding priorities for the Social Action Grant Program are:

- **Food and Nutritional Services:** including food banks, meal delivery, congregate dining, and related supportive services.
- **Homeless Prevention and Supportive Services:** including homeless outreach and engagement, prevention and diversion services, system navigation, and shelter and housing support.
- **Healthcare and Human Services for Disadvantaged Residents:** including, but not limited to, specialized healthcare services, workforce development, life skills training and support, transportation or mobility assistance, chore services, health and hygiene support, and specialized mentoring or educational programs for disadvantaged populations.

- **Supportive Services for an Aging Population:** any of the above listed types of programs or additional supportive programs targeted to an aging population.

The submission deadline for all applications is April 4, 2025 at 4:00 PM (no exceptions). Organizations must utilize the online application through the Neighborly System. Please allow ample time for submission and technological challenges, as late applications will not be accepted. For questions regarding your application, please contact: Amanda Craft at acraft@pinellas.gov.

ELIGIBILITY CRITERIA

☒ The applicant organization must agree to the terms and conditions contained in the Pinellas County Social Action Program Agreement. **NO EXCEPTIONS** to the terms and conditions of the agreement will be permitted. The County reserves the right to update these terms and conditions from time to time and as needed to meet the needs of the County.

DISCLAIMER

☒ Pinellas County Government reserves the right to: 1) cancel the application process; 2) accept or reject any or all applications received; 3) waive any non-substantive deficiency or irregularity, waive or remedy any technical or immaterial errors; 4) request any necessary clarifications of proposal data without changing the terms of the proposal; 5) negotiate with any qualified applicant; 6) award a contract in what it believes to be the best interest of the County; 7) cancel the request, in part or its entirety, if it is deemed to be in the best interest of the County; 8) reject the program of any applicant that has previously failed to perform properly; 9) reject the program of any applicant who has failed to complete a contract within the specified timeframe; 10) reject the program of any applicant that is not in a position to fulfill a resulting contractual obligation.

EXCLUSIONS

The following are not eligible for Social Action Grant funding:

1. Capital Expenses
2. Improvements to Real Properties
3. Indirect Cost Rate (e.g. a fixed % of the program budget; direct costs are allowable)
4. Research studies or technical assistance
5. Employee or volunteer incentives
6. Legal fees or any expenses specifically related to criminal activity including court costs, citations, restitution, child support, alimony, or immigration related expenses
7. Alcohol, tobacco, firearms or lottery tickets
8. Expenses related to immigration or returning to country of origin
9. Gift Cards
10. Money orders
11. Property taxes
12. Vehicle purchases

FATAL CRITERIA

- Agency has not been incorporated in the State of Florida for a minimum of one (1) year.
- Agency does not have a 501 (c) (3) status for a minimum of one (1) year.
- Agency is not in compliance with an existing County contract at the time of submission.
- Agency's proposal is under/over the minimum (\$10,000.00)/ maximum (\$150,000.00).
- Application is late (system will not allow incomplete or late submissions).
- Application does not include a budget.

Please [CLICK HERE](#) to download a copy of the full program description.

☒ I acknowledge that I have clicked the above link and reviewed all program documentation.

Please [CLICK HERE](#) to download a copy of the Agreement.

☒ I acknowledge that I have clicked the above link and reviewed and agree to all terms.

Please [CLICK HERE](#) to view Frequently Asked Questions

NOTE: Incomplete applications will not be accepted by the system.

Eligibility

Completed by gordana.krone@metromin.org on 4/4/2025 9:06 AM

Case Id: 19136

Name: Metropolitan Ministries, Inc. - Family Shelter

Address: *No Address Assigned

Eligibility

Please provide the following information.

1. Is the applicant organization a non-profit 501 (c) (3) organization for at least one (1) year and incorporated in the State of Florida for at least one (1) year prior to date of application? The program is funded by local tax revenue. As such, publicly funded organizations are not eligible for awards under this solicitation.

Yes

2. Is the applicant organization the organization providing the proposed services? Subcontracting of contractual services is prohibited.

Yes

3 Do the proposed programs/services serve residents of Pinellas County?

Yes

4. Is the mission of the applicant organization consistent with the goals of the Social Action Grant Program to address the health, economic, and social well-being of Pinellas County residents in need of assistance? The applicant organization must not discriminate against any applicant for employment or employee with respect to hire, tenure, terms, conditions or privileges of employment or any matter directly or indirectly related to employment or against any client because of age, sex, race, ethnicity, color, religion, national origin, disability, marital status, or sexual orientation.

Yes

5. Does the applicant organization discriminate against any person on the basis of age, sex, race, ethnicity, color, religion, national origin, disability, marital status or sexual orientation in admission, treatment, or participation in its programs, services and activities?

No

6. Do the programs proposed by faith-based organizations have a secular purpose, and do not require worship or religious instruction activities? Services provided by faith-based organizations must be available to all Pinellas County residents, not solely for congregation members.

Yes

7. Are you an individual seeking financial assistance for yourself or another individual?

No

A. Agency Information

Completed by gordana.krone@metromin.org on 4/4/2025 9:19 AM

Case Id: 19136

Name: Metropolitan Ministries, Inc. - Family Shelter

Address: *No Address Assigned

A. Agency Information

Please provide the following information.

LEGAL AGENCY INFORMATION (FOR CONTRACT)

A.1. Legal Organization Name

Metropolitan Ministries, Inc.

A.2. DBA (if applicable)

A.3. Legal Address

2002 N Florida Avenue Tampa, FL 33602--2204

PROJECT INFORMATION

A.4. Program Name/Project Title

Pinellas Family Shelter Program

A.5. Summary - provide a brief summary of program and how funding would be utilized.

The Pinellas Family Shelter will provide emergency housing and supportive services to 22 families nightly. Funding will support educational services for children and their families so that children can become developmentally on-track and never experience homelessness as adults. The grant will be allocated to the salary and benefits of the Family and Children's Partnership Coordinator and to childcare fees.

A.6. Physical Program Address

814 N 4th Ave. St. Petersburg, FL 33701--0000

A.7. Program Manager First Name

Darren

A.8. Program Manager Last Name

McKinnon

A.9. Program Manager Title

Vice President of Residential Programs

A.10. Program Manager Email

Printed By: Amanda Craft on 4/7/2025

APPLICATION CONTACT INFORMATION

A.19. First Name

Gordana

A.20. Last Name

Krone

A.21. Contact Person/Title

Director, Grant Development

A.22. Contact Email

Gordana.Krone@metromin.org

A.23. Telephone

8132091256

A.24. Executive Officer with signing authority First Name

Christine

A.25. Executive Officer with signing authority Last Name

Long

A.26. Executive Officer Title

Executive Vice President and Chief Programs Officer

A.27. Executive Officer Email

christine.long@metromin.org

A.28. Executive Officer Phone Number

(813) 209-1029

A.11. Program Manager Phone Number

(813) 209-1178

A.12. Social Action Funding Priority Area

Note: Only one (1) application may be submitted per organization. If more than one is submitted, only the first will be considered for funding.

Homeless Prevention and Supportive Services

A.13. Funding Category **ONLY SELECT ONE**

☒ \$10,000.00-\$99,999.00

☐ \$100,000.00-\$150,000.00

A.14. Total Amount Requested

Note: Max request is \$150,000.00

\$99,950.00

A.15. Taxpayer/Employer ID

591477007

A.16. Unique Entity Identifier (UEI- Federal SAM.GOV Number, if registered

HJNGKYWTDKE5

A.17. Date of incorporation in Florida

02/26/1975

A.18. Date of 501(c)(3) Status

12/01/1975

B. Organization Profile

Completed by betty.katsamakidis@metromin.org on 4/4/2025 12:32 PM

Case Id: 19136

Name: Metropolitan Ministries, Inc. - Family Shelter

Address: *No Address Assigned

B. Organization Profile

Please provide the following information.

B.1. Describe how the mission and purpose of the agency align with the funding priority area.

The Pinellas Family Shelter program, proposed for funding through this grant, aligns seamlessly with the Social Action Grant Program's priority area of Homeless Prevention and Supportive Services. This priority includes homeless outreach and engagement, prevention and diversion services, system navigation, and shelter and housing support. The primary purpose of this grant is to provide comprehensive shelter and supportive services to families with children in Pinellas County who are experiencing homelessness. This objective is directly in line with Metropolitan Ministries' mission to care for the homeless and those at risk of becoming homeless through services that alleviate suffering, promote dignity, and instill self-sufficiency. Metropolitan Ministries (MM) has been dedicated to serving individuals and families experiencing poverty and homelessness for over 52 years. Serving more than 100,000 individuals annually across Tampa Bay, MM operates three campus locations in Tampa, West Pasco, and East Pasco, and provides community and home-based services in Hillsborough, Pasco, and Pinellas counties. The array of services offered includes food, clothing, emergency shelter, affordable housing, childcare, a partnership elementary school, adult education, employment services, health and wellness services, counseling, case management, and access to community resources. In FY 24, MM achieved significant milestones, including serving 2.3 million meals, providing 140,688 nights of safe shelter for children and their parents, assisting 31,033 families with holiday support, helping 10,447 families through Family Support Centers, and offering rent and utility assistance to 1,270 families. Additionally, 1,665 families benefited from shelter and community-based case management programs across three counties, with 88% of participants not returning to homelessness 18 months later. This grant will specifically fund services for children experiencing homelessness, a critical component of our Pinellas Family Shelter. The program also offers shelter for 22 households nightly, along with case management, adult education, employment assistance, housing support, counseling, and self-sufficiency classes. These services are integral to our mission and directly address the funding priority area of homeless support services.

B.2. Describe your board membership and how the board is reflective of the target population.

Metropolitan Ministries has been strengthening our board diversity over the last several years. In the past five years, the representation of board members of color has grown from 10% to 31%. Currently, three board members have lived experience of homelessness, with two of them being former emergency shelter residents. Geographic diversity is also crucial as we further expand into Pinellas County. Currently, we have three board members from Pinellas County, and our nominating committee is actively seeking additional candidates from this area to support our continued expansion. The board comprises professionals from sectors such as social services, healthcare, education, human resources, and finance. This multidisciplinary approach allows us to leverage a wide range of skills and knowledge to develop comprehensive strategies for addressing homelessness and supporting families in need. For example, Pedro Suriel, the Senior Vice President of Diversity and Inclusion at Raymond James Financial, is instrumental in driving diversity, equity, and inclusion efforts within our organization and through our programs and services. Additionally, we have several real estate and housing experts on our board, including the President of the Tampa Housing Authority, who have been pivotal in completing an \$11 million campus renovation in Pasco and advising on the lease and retrofitting of our new shelter property in Pinellas. Our board members are deeply committed to our mission of caring for people experiencing

homelessness. Throughout their board service, they participate in volunteer opportunities and engage with community members and shelter residents to understand their experiences with Metropolitan Ministries' services. This engagement helps them build meaningful relationships with community stakeholders, helping them understand the critical nature of our work. Board members also serve as ambassadors for our mission, raising awareness and fostering partnerships that enhance our impact.

B.3. Explain the organization's experience relevant to the proposed priority area.

Metropolitan Ministries (MM) has provided emergency shelter for families experiencing homelessness for 38 years, starting with a 48-unit shelter on our Tampa Campus. In 2014, we expanded the Tampa shelter to include 52 additional units. MM has 20 scattered site affordable housing units and a 112-unit affordable housing development. In Pasco County, MM's Miracles for Pasco campus has served the community for 14 years. This campus includes a Family Support Center providing homeless prevention services and a 24-unit residential shelter with wrap-around support. In 2022, we began a capital campaign to expand the campus, completed earlier this year, adding 24 residential units (48 total), a 10,000 square foot childcare center serving 300 children annually, and a new Family Support Center serving 5,000 households annually. Last year, MM sheltered 321 households, with 92% successfully housed at program completion and 91% remaining housed 18 months later. Since 2016, 89% of families have completed our shelter programs and entered community-based housing, with 88% maintaining housing at 12 months. MM has extensive experience working with childcare providers and school districts in Hillsborough and Pasco counties. Through a grant from the Children's Board of Hillsborough County and a partnership with the Hillsborough County School District, we have tracked on-time grade promotion of students in our C.R.E.A.T.E. out-of-school time program for 7 years.

B.4. Describe your onboarding process and program implementation timeline across the organization and for this program.

Pre-Award (May 2024-September 2024): MM is in the process of hiring a Director of Pinellas Residential Programs who will have overall responsibility for the implementation of this program. The Director will oversee the following positions to be hired in late May/early June 2025: Intake Manager, Case Management Supervisor, Lead Case Manager, Case Manager, Employment and Vocational Training Coordinator, Family and Children's Partnership Coordinator, and 3 Community Life Advisors (1 full-time and 2 part-time). MM has a 7-member Human Resources team which includes a Director of Recruitment and two full-time Recruiters. Jointly they recruit and fill approximately 40 positions annually. A fully developed recruitment plan, including partnerships with St. Petersburg organizations, is being utilized to staff the St. Pete Shelter and assure all positions are hired prior to the program start date. All positions will receive an orientation and be fully trained in best practices (Motivational Interviewing, Trauma Informed Care, and Center for Autism and Related Disabilities from USF) which will empower them to reduce family stress, mitigate the impact of trauma for families, and help families gain the skills needed to sustain permanent housing. They will also be trained in and receive credentials for PHMIS. Additionally, MM is retrofitting the Pinellas Family Shelter (previously known as the David & Virginia Baldwin Residence) to meet the needs of families with children. All facility improvements will be completed by July. Quarter 1 (October 2025-December 2025): MM will initiate start up activities including scheduling a Technical Assistance meeting with Pinellas County, executing the contract, and assuring all eligibility forms are in place and being utilized. MM will ensure the Family Shelter has at least 90% occupancy. The Family and Children's Partnership Coordinator will be providing services directly to families and building partnerships with local childcare providers, the Pinellas school district, and other family service agencies who can offer support classes. Quarter 2 (January 2026-March-2026): The Family and Children's Partnership Coordinator will continue providing services directly to families and building partnerships. The Grants Manager will submit the quarterly report and billing to the county, conduct an internal audit, and will conduct the monthly cross-functional meetings to review data and ensure the program is on-track to achieving stated outcomes, working with the Pinellas Residential team to make adjustments or updates as needed and review feedback from client surveys. Following are the milestones MM expects to achieve by quarter 2: 1. At least 20 families are participating in the Family Shelter Program. 2. 95% of children are enrolled in childcare or school. Quarter 3

(April 2026-June 2026): The Family and Children's Partnership Coordinator will be providing services directly to families and building partnerships with local childcare providers, the Pinellas school district, and other family service agencies who can offer support classes. Following are the milestones MM expects to achieve by quarter 3: 1. At least 20 families are participating in the Family Shelter Program (40 unique families total). 2. 95% of children are enrolled in childcare or school. Quarter 4 (July 2026-September 2026): The Family and Children's Partnership Coordinator will be providing services directly to families and building partnerships with local childcare providers, the Pinellas school district, and other family service agencies who can offer support classes. During the final meeting, the team will conduct a deep dive into data and evaluate successes and opportunities to implement moving forward. MM will conduct any annual close out activities, including final annual reports. Following are the milestones MM expects to achieve by quarter 4: 1. At least 20 families are participating in the Family Shelter Program (50 unique families total). 2. 95% of children are enrolled in childcare or school.

C. Community Needs

Completed by gordana.krone@metromin.org on 4/4/2025 1:02 PM

Case Id: 19136

Name: Metropolitan Ministries, Inc. - Family Shelter

Address: *No Address Assigned

C. Community Needs

Please provide the following information.

C.1. Clearly identify the need to be addressed through the proposed program.

Homelessness and trauma significantly impact the well-being of children of all ages. Over the past several years, our data has revealed that one-third of children aged 0-5 who enrolled in childcare through our Tampa shelter had developmental delays. While most children develop executive function skills during the preschool years, children who experience homelessness do not have the same opportunity due to high mobility and toxic stress. According to a 2018 brief from the National Center for Homeless Education called Early Care and Education for Young Children Experiencing Homelessness, homelessness during infancy and toddlerhood has been linked to social emotional delays, poor academic achievement and engagement, and underdeveloped social skills in elementary school. The Family and Children's Partnership Coordinator will ensure children have the support they need by coordinating developmental assessments and making referrals to Child Find and other providers. The Coordinator will ensure children are enrolled in childcare upon entry to and exit from the shelter so they have consistent academic and social-emotional support. The Coordinator will also train parents in several modalities which will empower them to support their child's development. As children get older, the impacts of homelessness and/or housing instability can compound. According to an NIH article (National Institute of Health) titled Childhood homelessness, resilience, and adolescent mental health: A prospective, person-centered approach (2019), which studied 3,778 youth, "students who experienced literal homelessness during childhood were significantly less likely to demonstrate profiles of resilience in mental health functioning." The Coordinator will ensure that school-age children are enrolled in school and out-of-school time programs where they can access important academic and social supports; the Coordinator will also connect children to counseling when needed and desired. Parents receive comprehensive wrap-around services that address safe housing, education and job training, employment, health and mental health, trauma, and stress. Data from the 2025 Regional Competitiveness Report indicates that the average wage in Tampa Bay is \$72,413. However, the majority of households entering our shelter programs have a total household income of \$23,490 or less. Low-wage employment and substandard housing is often the only option due to barriers such as low education attainment, limited work experience, criminal histories, lack of childcare and transportation, health challenges, poor credit, and past evictions. Our Case Managers empower families to address and overcome these barriers to find stable housing and employment.

C.2. Provide current supporting statistics or data specific to Pinellas County such as needs assessments, interviews, waiting lists, surveys, trends and/or analyses to demonstrate the need described in C1.

According to the 2024 Pinellas County Point in Time Count, 3,555 students in grades K-12 were identified as experiencing homelessness, with 67% of these students temporarily staying with family or friends. 284 students were unsheltered and living in a place not meant for human habitation. Additionally, the Pinellas Leadership Alliance CoC dashboard reports an additional 365 children below the age of 5 experiencing homelessness. The most recent Housing Inventory Count from 2023 shows that there are only 533 emergency shelter or transitional housing units for families with children, underscoring the critical shortage of shelter units in Pinellas County. Homelessness, housing insecurity, and poverty impact Pinellas students' ability to graduate high school and pursue higher education, which can help break the cycle of homelessness. The Florida Gap Map, published by the Florida Chamber of Commerce, reveals stark differences in reading proficiency among different income levels. Research shows that students who are not proficient in

reading by the end of third grade are more likely to struggle in later grades and have a higher risk of dropping out of high school. In Pinellas County zip codes with high rates of childhood poverty, including South St. Petersburg, 8 of the 13 schools have less than 45% of third graders reading at or above level. At 3 schools in these zip codes, less than 25% of students are reading at or above level. Zip codes with low numbers of children living in poverty typically had between 65-90% of 3rd graders reading at or above grade level. A 2018 report from the Foundation for a Healthy St. Petersburg called The State of Postsecondary Access and Attainment in Pinellas County found that “as compared to their non-low-income peers, low-income graduates (as determined by free and reduced price lunch status) were far less likely to be eligible for Bright Futures... 1 in 4 non-low-income graduates were eligible for Bright Futures versus 1 in 12 low-income graduates.” Additionally, there was a disparity among college attendance rates between low-income and non low-income groups: In Pinellas, 82% of non low-income high school graduates attended college compared to 66% of low-income high school graduates. Finally, the 2024 Pinellas County Point in Time Report published by the Homeless Leadership Alliance recommends that shelters should partner with family service providers to provide in-reach family support services to address parenting issues, including literacy, financial literacy, and parenting skills. A key function of the Family and Children’s Partnership Coordinator is to assess the needs of parents and to either facilitate or coordinate classes for parenting coaching/skills, financial wellness, nutrition, and other needs identified by the family. By thoroughly addressing these varied needs, the Family and Children’s Partnership Coordinator provides essential support to both children and parents, promoting stability and growth.

C.3. Is the program new and innovative, or is funding sought to expand capacity or service in an existing program, or continuation of current funding? No points to be assessed for this question.

New Program

C.4. If new and innovative, discuss what is currently being done in the community to address the need and how this program differs to provide better results. If expanding capacity, describe the current services available in the community, numbers unserved, and how the proposed program will reduce the number of unserved. If continuation of funding discuss what has been done to obtain alternate funding?

Our Pinellas Family Shelter is a new program, scheduled to open to Pinellas residents in July 2025. It is located at 814 N 4th Ave St. Petersburg, FL 33701 (previously known as the David & Virginia Baldwin Residence). We are leasing the building from the St. Petersburg Free Clinic, with our lease set to begin in June 2025. While the building is in the city of St. Petersburg, the program will serve families from all areas of Pinellas County. At the Pinellas Family Shelter, MM will provide emergency housing and support services for 22 households nightly (two-parent families or single-parent families, both male and female) and single women. In our inaugural year we expect to serve a total of 50 households and 125 people. This will reduce the number of homeless families in Pinellas County, not only by placing families in stable housing but by empowering them to maintain both employment and housing in the long-term. Our emergency shelter and residential housing programs use a trauma-informed, two-generation approach to help families overcome homelessness. Our goals are to provide safe shelter and case management services, help families overcome housing barriers, increase income and improve overall family well-being. Educational support will be provided for children to assure they enroll or remain in childcare or school, supporting their academic and social emotional growth so they never experience homelessness as adults. We focus on creating a safe and healthy environment where families can thrive and achieve self-sufficiency, incorporating Housing First principles into our model by providing choice and self-determination whenever possible, offering individualized support, and focusing on social and community integration as a strategy for long-term stability. Families and single women begin the process of entering shelter by completing an assessment with the Intake Manager. If the shelter is full, families are placed on a waitlist and are contacted weekly to ensure continued need. Clients who present to MM requiring emergency shelter who do not meet eligibility requirements will be assisted with finding alternate emergency housing options and given recommendations. After entering shelter, each household works with their Case Manager (CM) to create a housing and self-sufficiency plan and can participate in employment, adult education, and counseling services. The CM meets with the family weekly to discuss progress towards goals. CMs

meet with the cross-functional team providing support services to discuss the needs, strengths and opportunities for each household on a regular basis. When a client is ready to exit, they work with the Housing Specialist to access housing opportunities and resources, including but not limited to our Kitchenette units (also located in St. Petersburg), which are rented to families exiting shelter at a very low monthly rate.

If currently funded, please provide outcomes/utilization/success?



Outcomes/Utilization/Success

FY25 Metropolitan Ministries Quarterly Narrative and Goals.pdf

C.5. Describe how the proposed program will coordinate with existing programs in the community. If program is working with partners, please include a collaborative letter showing how both sides would be working on project.

MM has already established several partnerships to provide family and children's services to residents. We are leasing the building from the St. Petersburg Free Clinic, with our lease set to begin in June 2025. St. Petersburg Free Clinic has also agreed to provide pantry items to supplement each family's food purchases, especially while they are waiting to receive food benefits. Metropolitan Ministries will provide daily hot dinners. MM will also refer residents to St. Petersburg Free Clinic's health navigators and other related health services when eligible. We are partnering with the YMCA and R'Club, who will provide residential children with quality childcare and out of school time and prioritize referrals from MM whenever possible. MM will cover any costs in excess of the childcare vouchers that families receive. St. Petersburg College is also partnering with us to provide academic programs, college and career readiness classes, and leadership development to students. A key role of the Family and Children's Partnership Coordinator is to build partnerships that meet the needs of children and families residing in shelter. This position will regularly survey the needs of residents and build partnerships, working with the school district, other organizations, churches, and government institutions to create dynamic programming for children and families, such as "birthday parties", tae kwon do, or dance classes. MM continually solicits feedback from the community, residents, and staff to ensure that activities and programs are developed to reflect the specific needs, cultures, and interests of people served. For this program, shelter staff conduct client surveys. We also have a mechanism for clients to provide feedback anonymously. Feedback is reviewed monthly by a cross-functional team to assure services are meeting the needs of those we serve and to adjust if necessary. MM facilitates Community Councils in each county it serves to incorporate community feedback into programming and allow the community to provide program guidance and share unmet needs. Community Council meetings are held quarterly and can include alumni of MM's residential programs, past clients, community leaders and activists, community partners, school district staff, local government representatives, and law enforcement. Our Pinellas Community Council meets monthly and has over 35 participants. This program has been promoted to the St. Petersburg community through a press release and news coverage. Metropolitan Ministries will continue to promote this program by sharing it at CoC meetings, sharing it at local community events, and announcing it at our Pinellas Community Council, which is a network of partners we organize who come together to identify community needs, share resources, and provide feedback on programs and services.

Please upload Collaborative Letter



Collaborative Letter

Partnership Letters Metropolitan Ministries.pdf

D. Scope of Services

Completed by gordana.krone@metromin.org on 4/4/2025 1:02 PM

Case Id: 19136

Name: Metropolitan Ministries, Inc. - Family Shelter

Address: *No Address Assigned

D. Scope of Services

Please provide the following information.

Program Specifics

D.1. Describe the proposed program. Services to be delivered should be clearly identified. Include information regarding evidence-based practices or best practice models used, if applicable.

The Family and Children's Partnership Coordinator assists in developing and facilitating educational programming for children and families. Addressing the needs of children is an important aspect in caring for the family holistically and ensuring that children never experience homelessness as adults. The Coordinator will establish and strengthen community partnerships to meet the everyday needs of children. This includes: assisting with placement in daycare, school, and out-of-school time programs; helping families obtain school readiness vouchers or other forms of childcare assistance; addressing developmental or behavioral needs through partnerships with specialized providers; coordinating transportation to ensure children can attend school regularly; and organizing family events that create a sense of community and belonging, offer resources, and provide parenting or other educational opportunities. The Coordinator, with support from the Director, will establish a partnership with the Pinellas County School District and the HEAT team to facilitate enrollment, transportation, and monitor/track attendance and performance of school age children. The Coordinator will coordinate or conduct developmental assessments for children entering the program using the Ages and Stages Questionnaire. If developmental delays are identified, parents will be provided with referrals to Child Find, Early Steps, and other providers in the county. The Coordinator will provide or coordinate parent training and parenting classes including Circle of Security (a relationship-based program designed to help caregivers enhance secure attachment with their children), Emotional Coaching, FLIP IT (designed to help adults respond positively to challenging behaviors in children), and ParentChild+ (literacy training). The Coordinator will also develop partnerships to provide the services based on family preferences, including financial wellness, homebuying, nutrition, baby safety, etc.

D.2. What will the funding be used to purchase or pay for to support the program? This should align with the attached Annual Budget and Operational Narrative and the selected priority area (A.12. of the application). Include how does this funding request supplement, not duplicate, current program funding?

Metropolitan Ministries has secured \$758,434 of individual donor contributions to support this program. Additionally, MM has 2 pending grants, including one from the City of St. Petersburg for \$260,000 and one from Pinellas County (Emergency Solutions Grants) for \$149,62. Metropolitan Ministries is actively seeking donor contributions and applying for additional grants in case pending funds are not awarded. Since this is a pilot year, we are focusing on budgeting for basic necessities and require full funding to ensure the program becomes fully operational.

D.3. Describe program services including frequency, duration and intensity. Example: Weekly financial literacy sessions for 20 clients for 6 months or completion of curriculum.

100 children and their families will be provided with educational support services annually. Services are offered on a daily basis and scheduled based on the needs of the family.

D.4. What is the target population and eligibility criteria for the program?

Printed By: Amanda Craft on 4/7/2025

13 of 22

Families that meet McKinney Vento definition of homelessness and are residing in Pinellas County are eligible for this program. Services will be open to Pinellas County residents with children who pass a background check and drug screen and agree to participate in case management services. Due to the nature of having children as part of our Shelter community, adults with violent felonies, sexual offenders or those who screen as positive for certain drugs will not be eligible for shelter.

D.5. Provide the geographic service area(s) and hours and days for the program during contract period.

This program serves families residing in Pinellas County. The shelter operates 24/7. The Family and Children's Partnership Coordinator, along with Case Managers and other support staff, provide services M-F between 9am-5pm. The Coordinator will work some weekends and evenings as needed for family events.

D.6. Describe the program staff, including qualifications, expertise, and credentials, if required.

The Pinellas Family Shelter Program is led by Karrie Roller, Senior VP of Programs, and Darren McKinnon, VP of Residential Programs. Both have been at the agency for a significant period and have extensive experience providing and overseeing shelter and residential services. Karrie Roller has been at Metropolitan Ministries since 2012 and oversees case management, counseling, housing, education (for children and adults), and employment programs. She has more than 30 years of experience in case management, program management, and services to families and children. She has a Master of Social Work degree from the University of South Florida. Darren McKinnon has provided and supervised shelter services at Metropolitan Ministries for 11 years, with a total of 15 years' experience in the human services sector. He now oversees all residential services across Hillsborough, Pasco and Pinellas Counties. He has a Master of Science Degree in Business Management from Warner University and a Bachelor of Science degree in Sociology from Florida A & M University. Vice President of Education Nicole Boone will provide oversight of the Family and Children's Partnership Coordinator and all children's programming at the shelter. Nicole has been at MM since 2019. She has a Master of Teaching degree from the University of Virginia and 20 years of experience leading educational programs for underserved communities. Christine Long, Executive Vice President and Chief Programs Officer, has provided key leadership for the Programs team during her 31 years at the Ministries and has directed the development of the Pinellas Family Shelter program. Christine manages a \$30 million program budget and has oversight of over 200 employees. She serves on several non-profit local boards and has been an active member of the Florida, Hillsborough, Pasco, and Pinellas County Homeless Coalitions. Christine has a master's degree in Mental Health Counseling from Nova Southeastern University.

E. Program Outcomes and Goals

Completed by gordana.krone@metromin.org on 4/4/2025 1:02 PM

Case Id: 19136

Name: Metropolitan Ministries, Inc. - Family Shelter

Address: *No Address Assigned

E. Program Outcomes and Goals

Please provide the following information.

E.1. Describe the goal(s) of the program using the Program Goals and Outcomes Template [Program Goals and Outcomes Template](#). Please download, complete, and upload below. Include for each goal being addressed:

- **Outcomes** - *Describe the changed state in the program participants or broader community that can be measured and identified. Include % change.*
- **Indicators** - *Identify qualitative and quantitative indicators to measure the outcomes.*
- **Methods of Evaluation** - *Identify how these outcomes will be measured (e.g. surveys, staff observation, program plans, assessments, self-reports.*
- **Measurement Intervals** – *Identify when the measures will be captured. (The goals and objectives must be measurable within a twelve (12) month period.)*



Outcomes and Goals Template Save as Outcomes and Goals Agency name *Required

Outcomes and Goals Template Metropolitan Ministries.pdf

E.2. What information will be collected to demonstrate program success?

The goals of this program are to cultivate a safe and healthy environment for families with children experiencing homelessness to thrive and reach self-sufficiency using housing focused programming and rapid exit strategies, and for children to never return to homelessness as adults. This will be measured by the following outcomes: 85% of 50 households will exit to permanent housing. 95% of 100 children will be enrolled in school or a childcare program while residing in emergency shelter.

E.3. Describe how client/individual data is collected. (Please be specific on the platform your program uses if you collect data electronically, and the interval at which data is collected)

Metropolitan Ministries is an active member of the Homeless Leadership Alliance of Pinellas (HLA) and is experienced in using the Pinellas HMIS (Homeless Management Information System) to document client services and assess project outcomes. HMIS is used like an electronic medical record; after the client signs a release of information, they are assigned a unique ID. Program staff document all services (financial assistance, supportive services, case notes, referrals, etc.) in the client file. Demographics are also recorded in the client file. Staff enter data in real time when working with a client whenever possible. All staff must complete a HMIS training and receive a login prior to using the database. Staff are supported with adhering to HMIS policies and procedures by our Data Quality Analyst Djeane St. Jermaine. A manual with MM's HMIS policies is available for ongoing reference. Djeane reviews data on a regular basis for completeness and accuracy, submits quality assurance report to the PLA, and attends quarterly agency administration meetings. Most recently, in February 2025, Metropolitan Ministries received a gold star for data accuracy. Monthly meetings are conducted for all grants involving the cross-functional group of staff involved to assure that projects are implemented according to the projected timeline and all requirements are being met. Data is reviewed at monthly meetings to assure the program is on track to achieving stated outcomes, allow for program course corrections and maintain data quality throughout the project. Participant feedback is also reviewed. AVP of

Printed By: Amanda Craft on 4/7/2025

15 of 22

Program Innovation Betty Katsamakis oversees grant administration. She is an attorney and has 10 years of experience managing government, foundation, and corporate grants. Director of Grant Management Esther Mathew is responsible for grant compliance. She has 7 years of experience managing government, foundation, and corporate grants and has been working at Metropolitan Ministries since 2014. She is supported by 2 staff who are dedicated to grant management activities; an 11-member accounting team assists with billing. All departments across MM utilize KPIs to measure progress in meeting organizational objectives and strategic goals, including the number of households that remain stably housed after exiting the program. Metrics are reviewed, published, and discussed by Executive Leadership monthly.

F. Budget

Completed by gordana.krone@metromin.org on 4/4/2025 9:42 AM

Case Id: 19136

Name: Metropolitan Ministries, Inc. - Family Shelter

Address: *No Address Assigned

F. Budget and Financial Sustainability

Please provide the following information.

F.1. Total Agency budget for entire organization (local) This should be the largest amount.

\$49,266,020.00

F.2. Total Program budget. Amount currently allocated to fund the program with the requested Social Action Funding.

\$1,268,008.00

F.3. Total Pinellas County Social Action Funding request.

\$99,950.00

F.4. What percentage of the program budget will be funded with Pinellas County Social Action Funding?

8.00%

F.5. What other funders also financially support this program? To include the amount of funding and what those funds are used for.

Metropolitan Ministries has secured \$758,434 of individual donor contributions to support this program. Additionally, MM has 2 pending grants, including one from the City of St. Petersburg for \$260,000 and one from Pinellas County (Emergency Solutions Grants) for \$149,62. Metropolitan Ministries is actively seeking donor contributions and applying for additional grants in case pending funds are not awarded. Since this is a pilot year, we are focusing on budgeting for basic necessities and require full funding to ensure the program becomes fully operational.

F.6. What other Pinellas County funding does the organization receive for any and all programs?

Pinellas County CDBG (for BrigaIDe street outreach services): \$26,968.09 for 10/1/24 to 9/30/25. Pinellas County ESG (for BrigaIDe street outreach services): \$16,831.91 for 10/1/24 to 9/30/25. Pinellas County Social Action Funding (for NeighborHOPE case management and community navigation services): \$90,277 for 10/1/24 to 9/30/25.

F.7. Describe the organizations plan for financial and program sustainability beyond fiscal year 2026.

MM makes every effort to have a diverse funding structure to safeguard financial sustainability, including utilizing direct mail, private donor solicitation, fundraising events, soliciting and utilizing in-kind donations, and grant applications to private foundations and government agencies. MM has 39,000 donors. Additionally, MM's social enterprise model, which includes a Thrift Store, Effinity Training Institute, and Inside the Box Café/Catering business provides additional funding, exposure to the community and an opportunity for the development of employment skills for our clients. MM effectively utilizes volunteers in programs and had 155,000 donated volunteer hours equaling \$4.5 million in savings in last fiscal year. Our in-kind donated goods and services equaled \$12.8 million in savings. MM's current fiscal year budget is \$49.3 million (includes \$9.5 million of in-kind support); program expenses represent 89% of the budget. As of February 28, 2025, MM has \$7.4 million in cash reserve, or approximately 55 days of operating expenses. Additionally, the Metropolitan Ministries Foundation, which is dedicated to soliciting and stewarding financial support to further MM's sustainability, has additional reserve funds should an emergency occur. MM maintains a GuideStar Platinum

rating, the highest seal of transparency awarded by the organization. MM also has 4 stars on Charity Navigator and a 96% score for the accountability and finance beacon, which indicates a charity's financial health and its commitment to governance practices and policies. This rating puts our organization in the top 0.1% of charities nationally in terms of transparency.

F.8. Please download and complete the [Annual Budget](#) form.



Annual Budget Narrative *Required

FY26 Annual Budget Report.xlsx

G. Required Documents

Completed by gordana.krone@metromin.org on 4/4/2025 9:43 AM

Case Id: 19136

Name: Metropolitan Ministries, Inc. - Family Shelter

Address: *No Address Assigned

G. Required Documents

Please upload the following documents.

Documentation



Proof of 501(c)(3) status save as 501c3 Agency name *Required

501c3 Metropolitan Ministries.pdf



Proof of incorporation in the State of Florida for at least one (1) year Save as Incorporation Agency name

***Required**

Incorporation Metropolitan Ministries.pdf



Most Recent Financial and Single Audit (required if available) or IRS Form 990 (only if audit unavailable) Save as Audit Agency name *Required

Audit Metropolitan Ministries.pdf



W-9 with legal name which matches that of applicant name Save as W9 Agency name *Required

W-9 Metropolitan Ministries.pdf



Current Certificate of Insurance Save as Insurance Agency Name *Required

Insurance Metropolitan Ministries.pdf



Completed [Internal Control Checklist](#) Save as Internal Control Checklist Agency name *Required

Internal Control Checklist Metropolitan Ministries.pdf

☒ **Annual Budget Report Save as Annual Budget Agency name *Required**

FY26 Annual Budget Report.xlsx

Agency Budget Metropolitan Ministries.pdf

☒ **Outcomes and Goals Template Save as Outcomes and Goals Agency name *Required**

Outcomes and Goals Template Metropolitan Ministries.pdf

☐ **Current state licenses or registrations**

***No files uploaded*

☒ **Local Agency Organizational Chart Save as Org chart Agency name *Required**

Org Chart Metropolitan Ministries.pdf

☒ **Program Job Descriptions, if funding supports salaries if applicable Save as Job Descriptions Agency name**

Job Descriptions Metropolitan Ministries.pdf

☒ **Housing First Checklist, if applicable Save as Housing First Agency name**

Housing First Metropolitan Ministries.pdf

☒ **Shelter Entrance Criteria, if applicable Save as Shelter Entrance Criteria Agency name**

Pinellas Family Shelter Criteria, Policies and Procedures Metropolitan Ministries.pdf

☒ **Data Control Questionnaire Save as Data Control Questionnaire Agency Name *Required**

Data Control Questionnaire Metropolitan Ministries.pdf

☒ **HS E-Verify Affidavit Save as Everify Agency name *Required**

Everify Metropolitan Ministries.pdf

☒ **Board Member List, Including mailing and email addresses and phone numbers, if applicable Save as Board Members Agency name**
Board Members Metropolitan Ministries.pdf

☒ **Accreditation, if applicable Save as Accreditation Agency name**
Accreditation Metropolitan Ministries.pdf

☒ **Human Trafficking Affidavit Save as Human Trafficking Agency Name *Required**
Human Trafficking Metropolitan Ministries.pdf

☐ **Travel / Mileage policy if funding is requested Save as Travel policy Agency name**
***No files uploaded*

☒ **Conflict of Interest Policy if available Save as Conflict of Interest Agency name**
Conflict of Interest Metropolitan Ministries.pdf

☒ **Program Policy and Procedures if available Save as Program Policy and Procedures Agency Name**
Pinellas Participant Agreement Metropolitan Ministries.pdf
Pinellas Family Shelter Criteria, Policies and Procedures Metropolitan Ministries.pdf

Submit

Completed by gordana.krone@metromin.org on 4/4/2025 1:03 PM

Case Id: 19136

Name: Metropolitan Ministries, Inc. - Family Shelter

Address: *No Address Assigned

Certification

Once an application is submitted, it can only be "Re-opened" by an Administrator.

By clicking submit, I certify that I am an authorized representative of the proposing agency and the information contained in this application is true and accurate to the best of my knowledge and due diligence.

I also understand that applications are limited to one per organization, and if more than one application is submitted by my organization, only the most recent will be considered for funding.

Authorized Representative Signature

Christine Long

Electronically signed by gordana.krone@metromin.org on 4/4/2025 1:02 PM

Date Submitted

04/04/2025

Program Description

Completed by pdoyle@feedingtampabay.org on 4/2/2025 11:04 AM

Case Id: 19142

Name: Feeding Tampa Bay

Address: *No Address Assigned

Program Description

Please provide the following information.



Social Action Funding Application for the funding period of October 1, 2025 - September 30, 2026

**Pinellas County Board
of County
Commissioners**
Human Services
440 Court St, 2nd Floor
Clearwater, FL 33756

Pinellas County Human Services is accepting applications from qualified non-profit organizations desiring to provide social services to low-income residents of Pinellas County.

The Social Action Grant Program provides funding to social service organizations for priority services that directly support Pinellas County.

The attached Social Action Grant Program application instructions outline the competitive process for the selection of organizations to receive Social Action Funding Grants as allocated by the Pinellas County Board of County Commissioners (Board) for FY 2026

Funding applications are limited to a minimum of \$10,000.00 and a maximum of \$150,000.00. Only one (1) application may be submitted per agency. Applicants may apply for either a large award (\$100,000.00 - \$150,000.00), or a small award (\$10,000.00 - \$99,999.00). A maximum of five large awards will be made, with the remainder of funding allocated to small awards. The amount requested does not guarantee an award. Actual awards will be based on the recommendation of the review committee and approval of the Board. The funding priorities for the Social Action Grant Program are:

- **Food and Nutritional Services:** including food banks, meal delivery, congregate dining, and related supportive services.
- **Homeless Prevention and Supportive Services:** including homeless outreach and engagement, prevention and diversion services, system navigation, and shelter and housing support.
- **Healthcare and Human Services for Disadvantaged Residents:** including, but not limited to, specialized healthcare services, workforce development, life skills training and support, transportation or mobility assistance, chore services, health and hygiene support, and specialized mentoring or educational programs for

disadvantaged populations.

- **Supportive Services for an Aging Population:** any of the above listed types of programs or additional supportive programs targeted to an aging population.

The submission deadline for all applications is April 4, 2025 at 4:00 PM (no exceptions). Organizations must utilize the online application through the Neighborly System. Please allow ample time for submission and technological challenges, as late applications will not be accepted. For questions regarding your application, please contact: Amanda Craft at acraft@pinellas.gov.

ELIGIBILITY CRITERIA

- ☒ The applicant organization must agree to the terms and conditions contained in the Pinellas County Social Action Program Agreement. **NO EXCEPTIONS** to the terms and conditions of the agreement will be permitted. The County reserves the right to update these terms and conditions from time to time and as needed to meet the needs of the County.

DISCLAIMER

- ☒ Pinellas County Government reserves the right to: 1) cancel the application process; 2) accept or reject any or all applications received; 3) waive any non-substantive deficiency or irregularity, waive or remedy any technical or immaterial errors; 4) request any necessary clarifications of proposal data without changing the terms of the proposal; 5) negotiate with any qualified applicant; 6) award a contract in what it believes to be the best interest of the County; 7) cancel the request, in part or its entirety, if it is deemed to be in the best interest of the County; 8) reject the program of any applicant that has previously failed to perform properly; 9) reject the program of any applicant who has failed to complete a contract within the specified timeframe; 10) reject the program of any applicant that is not in a position to fulfill a resulting contractual obligation.

EXCLUSIONS

The following are not eligible for Social Action Grant funding:

1. Capital Expenses
2. Improvements to Real Properties
3. Indirect Cost Rate (e.g. a fixed % of the program budget; direct costs are allowable)
4. Research studies or technical assistance
5. Employee or volunteer incentives
6. Legal fees or any expenses specifically related to criminal activity including court costs, citations, restitution, child support, alimony, or immigration related expenses
7. Alcohol, tobacco, firearms or lottery tickets
8. Expenses related to immigration or returning to country of origin
9. Gift Cards
10. Money orders
11. Property taxes
12. Vehicle purchases

FATAL CRITERIA

- Agency has not been incorporated in the State of Florida for a minimum of one (1) year.
- Agency does not have a 501 (c) (3) status for a minimum of one (1) year.
- Agency is not in compliance with an existing County contract at the time of submission.
- Agency's proposal is under/over the minimum (\$10,000.00)/ maximum (\$150,000.00).
- Application is late (system will not allow incomplete or late submissions).
- Application does not include a budget.

Please [CLICK HERE](#) to download a copy of the full program description.

☒ I acknowledge that I have clicked the above link and reviewed all program documentation.

Please [CLICK HERE](#) to download a copy of the Agreement.

☒ I acknowledge that I have clicked the above link and reviewed and agree to all terms.

Please [CLICK HERE](#) to view Frequently Asked Questions

NOTE: Incomplete applications will not be accepted by the system.

Eligibility

Completed by pdoyle@feedingtampabay.org on 4/2/2025 11:05 AM

Case Id: 19142

Name: Feeding Tampa Bay

Address: *No Address Assigned

Eligibility

Please provide the following information.

1. Is the applicant organization a non-profit 501 (c) (3) organization for at least one (1) year and incorporated in the State of Florida for at least one (1) year prior to date of application? The program is funded by local tax revenue. As such, publicly funded organizations are not eligible for awards under this solicitation.

Yes

2. Is the applicant organization the organization providing the proposed services? Subcontracting of contractual services is prohibited.

Yes

3 Do the proposed programs/services serve residents of Pinellas County?

Yes

4. Is the mission of the applicant organization consistent with the goals of the Social Action Grant Program to address the health, economic, and social well-being of Pinellas County residents in need of assistance? The applicant organization must not discriminate against any applicant for employment or employee with respect to hire, tenure, terms, conditions or privileges of employment or any matter directly or indirectly related to employment or against any client because of age, sex, race, ethnicity, color, religion, national origin, disability, marital status, or sexual orientation.

Yes

5. Does the applicant organization discriminate against any person on the basis of age, sex, race, ethnicity, color, religion, national origin, disability, marital status or sexual orientation in admission, treatment, or participation in its programs, services and activities?

No

6. Do the programs proposed by faith-based organizations have a secular purpose, and do not require worship or religious instruction activities? Services provided by faith-based organizations must be available to all Pinellas County residents, not solely for congregation members.

N/A

7. Are you an individual seeking financial assistance for yourself or another individual?

No

A. Agency Information

Completed by pdoyle@feedingtampabay.org on 4/4/2025 1:57 PM

Case Id: 19142

Name: Feeding Tampa Bay

Address: *No Address Assigned

A. Agency Information

Please provide the following information.

LEGAL AGENCY INFORMATION (FOR CONTRACT)

A.1. Legal Organization Name

Feeding America Tampa Bay, Inc.

A.2. DBA (if applicable)

Feeding Tampa Bay

A.3. Legal Address

3624 Causeway Blvd Tampa, FL 33619

PROJECT INFORMATION

A.4. Program Name/Project Title

Empowering and Feeding Neighbors at Feeding Pinellas
Empowerment Center

A.5. Summary - provide a brief summary of program and how funding would be utilized.

This program would support the continuation of the empowerment staffer currently funded by the last round of social action funding, as well as the purchase of hot meals for our Trinity Café and procurement support for our onsite pantry. These services will be facilitated within our Feeding Pinellas Empowerment Center.

A.6. Physical Program Address

6330 54th Ave N, St. St. Petersburg, FL 33709

A.7. Program Manager First Name

Kaity

A.8. Program Manager Last Name

Chewning

A.9. Program Manager Title

Assistant Director of Empowerment Services

A.10. Program Manager Email

Printed By: Amanda Craft on 4/7/2025

APPLICATION CONTACT INFORMATION

A.19. First Name

Haley

A.20. Last Name

Robinson

A.21. Contact Person/Title

Development & Grants Coordinator

A.22. Contact Email

grants@feedingtampabay.org

A.23. Telephone

8132541190

A.24. Executive Officer with signing authority First Name

Thomas

A.25. Executive Officer with signing authority Last Name

Mantz

A.26. Executive Officer Title

CEO

A.27. Executive Officer Email

tmantz@feedingtampabay.org

A.28. Executive Officer Phone Number

(813) 254-1190

A.11. Program Manager Phone Number

(813) 705-9782

A.12. Social Action Funding Priority Area

Note: Only one (1) application may be submitted per organization. If more than one is submitted, only the first will be considered for funding.

Food and Nutritional Services

A.13. Funding Category **ONLY SELECT ONE**

☐ \$10,000.00-\$99,999.00

☒ \$100,000.00-\$150,000.00

A.14. Total Amount Requested

Note: Max request is \$150,000.00

\$150,000.00

A.15. Taxpayer/Employer ID

59-2116576

A.16. Unique Entity Identifier (UEI- Federal SAM.GOV Number, if registered

FGPKLM42H5L1

A.17. Date of incorporation in Florida

04/13/1981

A.18. Date of 501(c)(3) Status

09/01/1981

B. Organization Profile

Completed by pdoyle@feedingtampabay.org on 4/4/2025 1:35 PM

Case Id: 19142

Name: Feeding Tampa Bay

Address: *No Address Assigned

B. Organization Profile

Please provide the following information.

B.1. Describe how the mission and purpose of the agency align with the funding priority area.

It's a new day at Feeding Tampa Bay. We're growing the way we serve our community, because we know that hunger can't be solved with food alone. We know that food is what gives children the brainpower to learn, seniors the nutrients they need to stay healthy, and families the stability required to thrive. But as important as each meal is, we know that a meal alone won't break the cycle of food insecurity. That's why we're committed to growing the way we serve, transforming each meal into a stepping stone towards sustainability and self-sufficiency. Our vision at Feeding Tampa Bay is to create flourishing communities, not just for today, but for generations to come. Our mission is to build people-focused solutions, because we know that food alone will not solve hunger. We're dedicated to dismantling barriers and disrupting the systems that perpetuate food insecurity. We work with 400+ agencies and community partners, offering various methods of food distribution, like shopping at our warehouse, receiving deliveries, and direct pick-ups from grocery store partners. We employ targeted strategies such as Groceries on the Go, and Meals on the Go to reach underserved communities. We also run programs tailored to specific populations, such as Feeding Minds for children, Food Rx for adults with health conditions, and nutrition education across all programs. Trinity Cafe, our sit-down restaurant, provides hot meals from three locations. One is located in Feeding Pinellas, our empowerment service hub, with a produce pantry and office space for partner organizations. FRESHforce offers job training to adults with employment barriers and helps with job placement through industry leaders. Our Community Market focuses on client choice, providing healthy food options, including senior-specific shopping appointments, in a traditional grocery storefront.

B.2. Describe your board membership and how the board is reflective of the target population.

The mission of Feeding America Tampa Bay expresses the vision the food bank's Board of Directors offers to the Tampa Bay community. Hunger-free initiatives across the nation are taking root in small towns and counties as well as in major metropolitan areas. Led by elected officials or volunteers, these initiatives are formed around the core belief that to end hunger at the community level, a broad range of community stakeholders must unite behind a shared vision and strategy. The board members put their expertise to work together to overcome challenges and develop innovative plans and strategies to fulfill FTB's goals. They provide support to the organization according to their expertise. Board member Monica Wilson is a great example. Monica has served on Feeding Tampa Bay's board of directors for six years and is on the subcommittee for Trinity Café. She is currently the Director of one of our food distribution partners, Community Food Pantry. Another great example is Dr. Himmelgreen is a professor (and former chair) in the Department of Anthropology and Director of the Center for the Advancement of Food Security and Healthy Communities (CAFSHC) at the University of South Florida (USF). He has conducted over 20 grant-funded projects with FTB to help us get to the root of food insecurity and fight hunger with knowledge of the subject. Other Board Statistics: 26% of our board has industry knowledge of food banking or providing services to those in need, translating to our board's understanding of food insecurity. 23% of board members reside in Pinellas County 12% of board members are in Government/Public Policy

B.3. Explain the organization's experience relevant to the proposed priority area.

Since 1982, FTB has been instrumental in combating hunger across our 10-county region by providing solutions around

the table and distributing over half a billion meals to individuals experiencing food insecurity. Trinity Cafe opened in Tampa in 2001, added a second location, and later merged with Feeding Tampa Bay in 2019 to become an FTB program. With over 400 agencies and community partners, including 46 in Pinellas County, who receive food from FTB and in turn distribute it to low-income clients, we are the driving force behind food relief in the region. In addition to the reach we have in the community, other organizational strengths include our price efficiency in procuring and distributing food in large volumes, our full-time staff of over 160, our fleet of 45 vehicles, a large social media following, and an ever-growing fundraising base consisting of individuals, foundations, and corporations. Underlying each of these strategies is an outcome of increased health, from the individual to the household to the community level. We are increasing the amount of fresh, healthy food our neighbors have access to, and providing greater choice over their food selections.

B.4. Describe your onboarding process and program implementation timeline across the organization and for this program.

Program FTB is currently stewarding the previous SAF funding that supports an Empowerment Navigator position. During our hiring process, we discovered that the job's scope was broader than our original proposal. We have revised the job description to better align with the demands of the position and fully meet the needs of the community we intend to serve. A manager more accurately represents the need to build and sustain the expansion of our services to Pinellas neighbors. With the elevation of the position, we are increasing the salary to better accommodate the higher cost of living in Pinellas County, allowing us to attract an ideal candidate who resides within the county. Hiring a candidate from Pinellas enables us to create a job for a resident and prioritize individuals with existing ties to the community they will serve. Additionally, these changes reflect our need for a bilingual candidate to serve the diverse cultures and ethnicities that call Pinellas County home, with dignity in their native language. Outreach & Recruitment for Open Positions One of our goals as an organization is to be present in and represent the communities we serve. Being present in these communities allows the people who live here to know who FTB is. Many of our communication efforts (e.g., podcast, blog, social media) are shaped with the intent of giving people access to FTB so they get to know us, our team members, our partners, and the people we serve—sharing the idea that we are all one big community. When it comes to recruiting for open positions, we have built and continue to build relationships with partners throughout our area, where we actively promote open positions at FTB. This is with the ultimate goal of capturing a diverse pool of candidates. Some examples of this would be the Nonprofit Leadership Center, Tampa Housing Authority, and the LGBTQ Chamber. Another great resource for recruiting has been through our FRESHforce job training program. FTB's FRESHforce program welcomes adults with barriers to employment (i.e. criminal history, disabilities, skills gaps) who seek to be trained and certified in distributions & operations, culinary arts, truck driving, and the barista field. When graduates complete the program, we participate in a job fair to inform candidates about FTB as a potential employer. FTB participates in various job fairs throughout the Tampa region to promote our positions and connect directly with potential candidates. Retention Determining salary levels: We conduct an annual compensation market analysis with a third-party company. We review every position at Feeding Tampa Bay and compare compensation to similar positions at other nonprofit organizations comparable in staff size, annual budget, and in a similar market. We also review compensation across all positions to ensure equity within the organization across positions and levels. Other retention strategies included but were not limited to: Continued review and update of employee benefits focused on work, life, and health enrichment opportunities. For example, in the last two years, we've added free gym memberships, a parental and major medical paid leave program, and added paid days off. Creation of an employee resource group: This creates a sense of community within the FTB organization among team members across various departments and levels. It gives employees an opportunity to directly impact programs and processes that impact the employee experience and also focuses on diversity, equity, and inclusion initiatives. Employee connection/engagement events (i.e. team meals and gatherings and our new Cross-Team Learning Series). Increased learning opportunities (i.e. mental fitness, CPR training, trauma-informed care training, management/leadership training) Increased flexibility for positions we were able to in response to COVID and post-COVID employee needs Conduct an annual employee survey to receive direct feedback about the employee experience and how we can enhance employee engagement at the org. Much of the feedback from

the survey has led to the programs listed above.

C. Community Needs

Case Id: 19142

Name: Feeding Tampa Bay

Address: *No Address Assigned

Completed by pdoyle@feedingtampabay.org on 4/4/2025 1:28 PM

C. Community Needs

Please provide the following information.

C.1. Clearly identify the need to be addressed through the proposed program.

As a food bank, we are firmly committed to ensuring that every table in the Tampa Bay area has a meal, focusing strategically on Pinellas County's 123,330 food-insecure residents (12.8% of the population). Nearly 25,000 children, or one in five, cannot rely on their next meal. Feeding America's Map the Meal Gap Project indicates that 39% of those food insecure in Pinellas County are ineligible for SNAP relief and require the direct services we provide to address their needs through the Feeding Pinellas Empowerment Center. This program includes a daily hot meal service in the Trinity Cafe dining room Monday-Friday, an on-site client-choice grocery store, Neighbor services connection, and employment training through our workforce development programs. We will provide our guests with meals for today, groceries for tomorrow and empower them to secure meals for themselves for a lifetime through resources and employment.

C.2. Provide current supporting statistics or data specific to Pinellas County such as needs assessments, interviews, waiting lists, surveys, trends and/or analyses to demonstrate the need described in C1.

According to the Pinellas County Community Health Needs Assessment, of the 700 residents sampled, only 5.8%- or 41 individuals- were participating in SNAP (Food Stamps), despite 67% of Pinellas's residents being below the threshold of 200% poverty for SNAP and other Nutrition Programs. Additionally, only 0.7% of individuals surveyed in the CHNA were participating in WIC (Women, Infants, and Children), and 0.3% in TANF (Temporary Assistance for Needy Families). Although this data comes from a sample of 700 individuals from various backgrounds, 42% of residents were participating in some form of government assistance. Overlapping this information with the 102,010 food-insecure individuals in Pinellas County suggests that there are more residents in need.

C.3. Is the program new and innovative, or is funding sought to expand capacity or service in an existing program, or continuation of current funding? No points to be assessed for this question.

Expand Capacity or Service

C.4. If new and innovative, discuss what is currently being done in the community to address the need and how this program differs to provide better results. If expanding capacity, describe the current services available in the community, numbers unserved, and how the proposed program will reduce the number of unserved. If continuation of funding discuss what has been done to obtain alternate funding?

This is the first of many FTB Empowerment Centers created as we roll this concept out into identified areas of need. Many of the components of the Feeding Pinellas Empowerment Center, like the food pantry and the long-successful Trinity Cafe (that has a location in Hillsborough County), are an expansion of existing services into a new location. The 2018 Pinellas County Community Health Assessment defines food insecurity as the disruption of food intake or eating patterns caused by a lack of money and other resources. Food insecurity does not necessarily cause hunger, but hunger is a possible outcome of it. In Pinellas County, 13.5% of survey respondents said they ate less than they felt they should because of a lack of food or money. When asked if they had a place to go for food when money was tight, 24.9% said no. We are expanding access to Empowerment Services such as Food Assistance, SNAP Assistance, Benefits Navigation, Advocacy, Crisis Intervention, and Information and Referrals to provide long-term solutions. The Feeding Pinellas

Empowerment Center bridges the food insecurity gap by increasing access to healthy, nutritious hot meals five days a week, served without conditions or qualifications. Since November 2021, a hot, chef-prepared three-course meal has been provided daily, and anyone with the means to prepare their own meals at home can shop for the groceries their family prefers at our client-choice food pantry. These two programs address the immediate hunger needs of our neighbors. By consolidating these services under one roof, we can leverage the moment we provide food to individuals into the Empowerment Services that foster longer-term stability. In addition to the two programs listed above, with our previous round of Pinellas SAF, we are in the process of hiring a full-time empowerment staff member to address the growing need for benefits navigation in Pinellas County. To continue bridging the gap for underserved individuals, we would like to maintain our partnership with Pinellas County SAF to support another year of our empowerment staff's salary. As mentioned above, elevating this position from navigator to manager will greatly enhance the overall impact for Neighbors in Pinellas County, as well as provide sustainability as we continue our capacity-building efforts at Feeding Pinellas Empowerment Center.

If currently funded, please provide outcomes/utilization/success?



Outcomes/Utilization/Success

FY26 Pinellas SAF Previous Progress Report.docx

C.5. Describe how the proposed program will coordinate with existing programs in the community. If program is working with partners, please include a collaborative letter showing how both sides would be working on project.

To transform how we distribute food to those in need, we are mobilizing the community and its individuals, building capacity for hunger relief by strengthening FTB and its community partners. As we move forward with our plan to close the meal gap, we know that our success in this area will depend on our alignment with other strong, thoughtful organizations dedicated to creating the best lives possible for seniors, families, and children in Pinellas County. The Kenneth City/Lealman area, where the Feeding Pinellas Empowerment Center and Trinity Cafe operate, has very few similar resources within five miles- the typical distance people travel for services. Transportation poses a significant barrier to access; for example, more than 38% of those living in poverty lack vehicles and must walk, bike, or take a bus. In assessing other programs, we have found that most have qualifications for participation or limited access during specific time periods. Our services, however, are unconditional. We serve all who come to our doors, regardless of their circumstances. Empowerment services thrive in collaboration with other programs. Our Empowerment team will transition to CAP60 to collect client data and aid in benefits navigation. FTB's Neighbor Service team utilizes this system to manage case management for neighbors who access our services and require benefit navigation. CAP 60 allows our team to have centralized intake, automatic eligibility indicators, electronic document management, customized reporting, an online intake system, and an agency management dashboard. Our network partners include community-based organizations (CBOs), safety net healthcare providers, health systems, insurers, and other groups aiming to better support individuals in achieving healthy outcomes. Nearby, four churches offer a monthly meal to those in need; we will provide a daily meal. We have found there are 12 pantries operating; a few operate every week, but the majority are monthly. Our pantry operates three times weekly, allowing us to fill gaps without duplicating services. Additionally, our onsite church partner runs programs to assist our unhoused neighbors twice a week, providing showers, laundry, an emergency clothes closet, and road-ready bicycles.

Please upload Collaborative Letter



Collaborative Letter

***No files uploaded*

D. Scope of Services

Completed by pdoyle@feedingtampabay.org on 4/4/2025 2:21 PM

Case Id: 19142

Name: Feeding Tampa Bay

Address: *No Address Assigned

D. Scope of Services

Please provide the following information.

Program Specifics

D.1. Describe the proposed program. Services to be delivered should be clearly identified. Include information regarding evidence-based practices or best practice models used, if applicable.

FTB's Empowerment Program helps with more than just food. We know that surrounding hunger often challenges meeting other basic needs like finding adequate housing, understanding healthcare options, locating transportation assistance, or accessing services that support individuals and families. Our trained team cares about our community and works one-on-one with neighbors to navigate the often complex social services system. Empowerment programs give our community agency to use resources and services that alleviate challenges stemming from the financial crisis. We equip neighbors with knowledge, resources, and opportunities to enhance economic mobility, empowering them to achieve a brighter, healthier future. One component of our Empowerment Services, SNAP enrollment assistance, helps neighbors access Supplemental Nutrition Assistance Program benefits, providing additional free meals in their diets. SNAP is the largest hunger relief program in the US, offering millions of Americans nationwide financial assistance. We collaborate with various screening partners across our ten-county service area to support individuals seeking food assistance. The program also partners with mRelief – a user-friendly software system that facilitates screening and applying for SNAP benefits. Individuals or families can access a grocery store-style food pantry that provides fresh produce, meat, dairy, and canned/boxed goods. Like a grocery store or farmers market, guests are able to pick the types of food they will use, rather than receiving a pre-packaged donation. FTB has shifted to this model in recent years to serve people with dignity. The services offered at the Feeding Pinellas Empowerment Center adhere to best practices from over 40 years of foodbanking and the national models established by the Feeding America network of food banks.

D.2. What will the funding be used to purchase or pay for to support the program? This should align with the attached Annual Budget and Operational Narrative and the selected priority area (A.12. of the application). Include how does this funding request supplement, not duplicate, current program funding?

New Empowerment Services Manager Salary & Fringe - Funding will be used to continue supporting the Empowerment Services Navigator hired with last year's funding to provide empowerment services to neighbors at Feeding Pinellas. This includes salary and benefits for this 1.0 FTE position. Other associated operational costs will support staff mileage and the technology equipment and software for the position to serve neighbors. We calculate fringe at 22%. The majority of these funds will be used to purchase meals for our hot meal service at the Trinity Cafe located within the Empowerment Center. We served an average of 20,000 meals last year x \$3.50 cost per meal = \$70,000 (average meals served and their costs at the time of application). This amount would supply hot meals for Trinity Cafe diners for the full grant period. The remaining funds will be used to purchase healthy food (produce, meat, dairy, dry goods) for distribution to neighbors through the Feeding Pinellas pantry (the same location where empowerment services are provided). We estimate this remainder is 15,079 lbs of food x \$1.26/lbs (the average purchased food cost at the time of application).

D.3. Describe program services including frequency, duration and intensity. Example: Weekly financial literacy sessions for 20 clients for 6 months or completion of curriculum.

To make Feeding Pinellas a one-stop shop, neighbors can visit the food pantry and then schedule an appointment during pantry hours on Tuesday, Thursday, and Friday. To ensure accessibility for our neighbors, the Empowerment team will offer appointments on Monday and Wednesday within the same time frame. These navigation sessions last between 30 minutes and an hour. Every neighbor who accesses our services should receive at least one of our six core empowerment services: SNAP Assistance, Food Assistance, Benefits Navigation, Crisis Intervention, Advocacy, and Information and Referrals. Walk-in Navigation sessions for Navigators will take place during pantry hours on Tuesdays, Thursdays, and Fridays. These sessions last between 30 minutes and an hour. Appointments are also available on Mondays and Wednesdays within the same time frame. The navigation process is outlined in our six core competencies and program philosophy, which you all should have.

D.4. What is the target population and eligibility criteria for the program?

The people we serve experience food insecurity. Food insecurity refers to the USDA's measure of inconsistent access to sufficient food for an active, healthy life for all household members, as well as the limited or uncertain availability of nutritionally adequate foods. Food-insecure households are not necessarily food insecure at all times, and food insecurity may reflect a household's need to make trade-offs between essential needs, such as housing or medical bills, and purchasing nutritionally adequate foods. There is not a total lack of food, but they often cannot rely on their next meal. In Pinellas County, 121,620 people are food insecure, with one in five being children. Adults frequently sacrifice meals for their children. There are no eligibility requirements to receive empowerment services. Similarly, the only criterion to access food at the Feeding Pinellas Empowerment Center is being hungry, which includes people who are unhoused, unemployed, or employed, children, seniors, veterans, and anyone else in need of food. People from all racial and ethnic backgrounds will be served.

D.5. Provide the geographic service area(s) and hours and days for the program during contract period.

The Feeding Pinellas Empowerment Center is located closest to Pinellas County's Lealman and Kenneth City, where 22% (more than double the average in the Tampa Bay Area) of occupied housing are mobile homes, and 19.9% live below the poverty line, the 4th highest in Pinellas County. 51.7% of the employed are in service and sales positions. Lealman's residents' median salary is \$35,092, steadily declining from the previous year. 19.2% of individuals living in Lealman are uninsured, a disturbing jump from last year's 16.3%. Lealman uniquely has over 6 times the national average of Vietnam War veterans living in the area; veterans are a critically underserved group, with only 2.38% being served with VA benefits. The average food insecurity rate for Pinellas County is 10.8% with the Lealman area being identified as one of the areas with the highest levels of need, according to the Pinellas County Community Health Needs Assessment. These economic characteristics and transportation challenges make the location of the Feeding Pinellas Empowerment Center a good fit for serving those in need. While this is the target area, services at this location are available to residents countywide. Trinity Cafe Days and Hours: Monday-Friday, 11:30 am-12:30 pm Food Pantry: Tuesdays, Thursdays, & Fridays, 1:30 – 4:30 pm Navigation Services: Monday- Friday 1:30-4:30 pm

D.6. Describe the program staff, including qualifications, expertise, and credentials, if required.

Thank you to Pinellas Social Action Funds, we are in the process of hiring an Empowerment Services Manager. Among other qualifications described in the job description, required qualifications include: Bachelor's degree and/or 3+ years' experience in social work, human services, counseling, public health, or case management Demonstrated experience working in low-income, culturally diverse, community settings and a basic understanding of the challenges and barriers faced when individuals and families seek assistance. Knowledge and experience with homeless or housing insecure populations a plus Ability to work well with non-English speaking populations, in low-income areas, and with children and families, or seniors, etc. Bilingual Spanish is a plus. Kaity Chewing, MSW, is Feeding Tampa Bay's Assistant Director of Empowerment Services and supervises the Empowerment Navigators and the new hire supported by grant funds. She joined FTB in February 2022 with her experience in social work supporting people from marginalized communities. She has successfully built out Feeding Tampa Bay's neighbor services program for clients seeking assistance beyond food for

today. Empowerment Center Manager Alyssa Thomason oversees the pantry and Trinity Cafe operations at Feeding Pinellas and coordinates with partners to provide their services to the guests served at Feeding Pinellas.

E. Program Outcomes and Goals

Completed by pdoyle@feedingtampabay.org on 4/4/2025 1:32 PM

Case Id: 19142

Name: Feeding Tampa Bay

Address: *No Address Assigned

E. Program Outcomes and Goals

Please provide the following information.

E.1. Describe the goal(s) of the program using the Program Goals and Outcomes Template [Program Goals and Outcomes Template](#). Please download, complete, and upload below. Include for each goal being addressed:

- **Outcomes** - *Describe the changed state in the program participants or broader community that can be measured and identified. Include % change.*
- **Indicators** - *Identify qualitative and quantitative indicators to measure the outcomes.*
- **Methods of Evaluation** - *Identify how these outcomes will be measured (e.g. surveys, staff observation, program plans, assessments, self-reports.*
- **Measurement Intervals** – *Identify when the measures will be captured. (The goals and objectives must be measurable within a twelve (12) month period.)*



Outcomes and Goals Template Save as Outcomes and Goals Agency name *Required

FY26 SAF Outcomes and Goals Feeding Tampa Bay.docx

E.2. What information will be collected to demonstrate program success?

Our Empowerment Team tracks services provided daily to each client using internal documents and CAP60. Staff reports data to FTB leadership on a monthly and annual basis. The metrics the program currently tracks include: Benefits Navigation -Direct or Indirect SNAP applications -The number of recertification applications -The total number of applications submitted -Number of meals provided by accepted applications Food Assistance: meals provided Advocacy action Crisis Intervention Information and Referrals To improve internal processes and measure our impact on underserved communities, we also track the following metrics through our food pantry and navigation services: Demographics Income type Household form Meals distributed through the pantry

E.3. Describe how client/individual data is collected. (Please be specific on the platform your program uses if you collect data electronically, and the interval at which data is collected)

Our Neighbor Services team is in the process of transitioning to a system called CAP 60, which is a comprehensive data collection system called CAP 60. This system is entirely customizable and can be used for case management, CSBG, Head Start, Liheap, Youth Programs, Weatherization, Victim Support Services, Housing Assistance, and Transportation. FTB's Neighbor Service team utilizes this system to manage case management for neighbors who access our services and require benefit navigation. CAP 60 allows our team to have centralized intake, automatic eligibility indicators, electronic document management, customized reporting, an online intake system, and an agency management dashboard. Our Neighbor Services team utilizes CAP 60 to track the services we're able to offer our neighbors. This includes the number of direct and indirect SNAP applications we completed, the number of applications processed through our agencies and community partners, and the number of recertifications. The system allows us to track services provided directly by FTB and connections made to on-site and community partners. These services range from hot meals and emergency food to legal services, financial assistance, housing support, job training, healthcare services, and benefits support - creating a wraparound network of services to support the

individual. FTB also has a contract with Link2Feed, a software program designed specifically for food banks' needs. Currently, our team collects data on all clients using our food pantry at Feeding Pinellas, including age, ethnicity, income levels, zip code of our clients' addresses, and any dietary restrictions. Service numbers are recorded through electronic spreadsheets and reported monthly to the Data Insights Manager for inclusion in the monthly data dashboard created using Tableau.

F. Budget

Completed by pdoyle@feedingtampabay.org on 4/4/2025 1:46 PM

Case Id: 19142

Name: Feeding Tampa Bay

Address: *No Address Assigned

F. Budget and Financial Sustainability

Please provide the following information.

F.1. Total Agency budget for entire organization (local) This should be the largest amount.

\$27,194,655.00

F.2. Total Program budget. Amount currently allocated to fund the program with the requested Social Action Funding.

\$584,147.36

F.3. Total Pinellas County Social Action Funding request.

\$150,000.00

F.4. What percentage of the program budget will be funded with Pinellas County Social Action Funding?

25.67%

F.5. What other funders also financially support this program? To include the amount of funding and what those funds are used for.

\$150,000 - Pinellas County Social Action Funding (Supports Trinity Meal and Pantry food procurement and a full-time empowerment services staff member). \$323,791.36 - Pinellas County CDBG (Federal CDBG funding pass-through from Pinellas County to cover Feeding Pinellas Staff Costs and Trinity meals. The positions covered by CDBG funding do not include the Navigator Salary covered by Pinellas Social Action Funding. \$5,000 - Behr (Feeding Pinellas emergency assistance fund)

F.6. What other Pinellas County funding does the organization receive for any and all programs?

Pinellas Community Block Development Grant

F.7. Describe the organizations plan for financial and program sustainability beyond fiscal year 2026.

Yes, this program will continue beyond the expiration of this funding. Providing empowerment services and direct food access are priorities for FTB, and we are continually seeking new foundations, companies, and individuals to commit to both long-term and short-term partnerships to expand this mission-critical program to feed the hungry in our community. Additionally, our Annual Partners program offers multi-year, unrestricted funding from companies, individuals, and foundations for hunger relief, totaling more than \$500,000 annually. We also have several individual donors who have made monthly pledges for general operating support through our Forklifters Program, yielding more than \$800,000 annually. All these donors are under staff assignment and are being cultivated for even larger gifts to FTB. Beyond the grant period, these donors and other general operating funds will support the continuation and expansion of the program.

F.8. Please download and complete the [Annual Budget](#) form.



Annual Budget Narrative *Required

G. Required Documents

Completed by pdoyle@feedingtampabay.org on 4/4/2025 2:19 PM

Case Id: 19142

Name: Feeding Tampa Bay

Address: *No Address Assigned

G. Required Documents

Please upload the following documents.

Documentation



Proof of 501(c)(3) status save as 501c3 Agency name *Required

IRS Determination 501C3 FTB.pdf



Proof of incorporation in the State of Florida for at least one (1) year Save as Incorporation Agency name

***Required**

Articles of Incorporation FTB (1) (8).pdf



Most Recent Financial and Single Audit (required if available) or IRS Form 990 (only if audit unavailable) Save as Audit Agency name *Required

FY2024 FTB Audited Financials.pdf



W-9 with legal name which matches that of applicant name Save as W9 Agency name *Required

W-9 Feeding Tampa Bay.pdf



Current Certificate of Insurance Save as Insurance Agency Name *Required

Conflict of Interest Policy Feeding Tampa Bay.pdf



Completed [Internal Control Checklist](#) Save as Internal Control Checklist Agency name *Required

Internal Control Checklist Feeding Tampa Bay.pdf

☒ [Annual Budget](#) Report Save as Annual Budget Agency name ***Required**

FY26 Annual Budget Report and Operational Narrative (1).xlsx

☒ **Outcomes and Goals Template** Save as Outcomes and Goals Agency name ***Required**

FY26 SAF Outcomes and Goals Feeding Tampa Bay.docx

☐ **Current state licenses or registrations**

***No files uploaded*

☒ **Local Agency Organizational Chart** Save as Org chart Agency name ***Required**

2025 Org Chart Feeding Tampa Bay.pdf

☒ **Program Job Descriptions, if funding supports salaries if applicable** Save as Job Descriptions Agency name

Feeding Pinellas NS Manager 4.4.25 (1).pdf

☐ [Housing First Checklist, if applicable](#) Save as Housing First Agency name

***No files uploaded*

☐ **Shelter Entrance Criteria, if applicable** Save as Shelter Entrance Criteria Agency name

***No files uploaded*

☒ [Data Control Questionnaire](#) Save as Data Control Questionnaire Agency Name ***Required**

Data Control Questionnaire Feeding Tampa Bay.pdf

☒ [HS E-Verify Affidavit](#) Save as Everify Agency name ***Required**

E-Verify Requirements Feeding Tampa Bay.pdf

☒ **Board Member List, Including mailing and email addresses and phone numbers, if applicable** Save as Board Members Agency name

☐ Accreditation, if applicable Save as Accreditation Agency name

***No files uploaded*

☒ [Human Trafficking Affidavit](#) Save as Human Trafficking Agency Name ***Required**

Human Trafficking Affidavit.pdf

☐ Travel / Mileage policy if funding is requested Save as Travel policy Agency name

***No files uploaded*

☐ Conflict of Interest Policy if available Save as Conflict of Interest Agency name

***No files uploaded*

☐ Program Policy and Procedures if available Save as Program Policy and Procedures Agency Name

***No files uploaded*

Submit

Completed by pdoyle@feedingtampabay.org on 4/4/2025 2:24 PM

Case Id: 19142

Name: Feeding Tampa Bay

Address: *No Address Assigned

Certification

Once an application is submitted, it can only be "Re-opened" by an Administrator.

By clicking submit, I certify that I am an authorized representative of the proposing agency and the information contained in this application is true and accurate to the best of my knowledge and due diligence.

I also understand that applications are limited to one per organization, and if more than one application is submitted by my organization, only the most recent will be considered for funding.

Authorized Representative Signature

Haley Robinson

Electronically signed by pdoyle@feedingtampabay.org on 4/4/2025 2:23 PM

Date Submitted

04/04/2025

Program Description

Completed by rntaylor3732@gmail.com on 4/2/2025 9:58 PM

Case Id: 19154

Name: Isaiah's Place, Inc

Address: *No Address Assigned

Program Description

Please provide the following information.



Social Action Funding Application for the funding period of October 1, 2025 - September 30, 2026

**Pinellas County Board
of County
Commissioners**
Human Services
440 Court St, 2nd Floor
Clearwater, FL 33756

Pinellas County Human Services is accepting applications from qualified non-profit organizations desiring to provide social services to low-income residents of Pinellas County.

The Social Action Grant Program provides funding to social service organizations for priority services that directly support Pinellas County.

The attached Social Action Grant Program application instructions outline the competitive process for the selection of organizations to receive Social Action Funding Grants as allocated by the Pinellas County Board of County Commissioners (Board) for FY 2026

Funding applications are limited to a minimum of \$10,000.00 and a maximum of \$150,000.00. Only one (1) application may be submitted per agency. Applicants may apply for either a large award (\$100,000.00 - \$150,000.00), or a small award (\$10,000.00 - \$99,999.00). A maximum of five large awards will be made, with the remainder of funding allocated to small awards. The amount requested does not guarantee an award. Actual awards will be based on the recommendation of the review committee and approval of the Board. The funding priorities for the Social Action Grant Program are:

- **Food and Nutritional Services:** including food banks, meal delivery, congregate dining, and related supportive services.
- **Homeless Prevention and Supportive Services:** including homeless outreach and engagement, prevention and diversion services, system navigation, and shelter and housing support.
- **Healthcare and Human Services for Disadvantaged Residents:** including, but not limited to, specialized healthcare services, workforce development, life skills training and support, transportation or mobility assistance, chore services, health and hygiene support, and specialized mentoring or educational programs for disadvantaged populations.

- **Supportive Services for an Aging Population:** any of the above listed types of programs or additional supportive programs targeted to an aging population.

The submission deadline for all applications is April 4, 2025 at 4:00 PM (no exceptions). Organizations must utilize the online application through the Neighborly System. Please allow ample time for submission and technological challenges, as late applications will not be accepted. For questions regarding your application, please contact: Amanda Craft at acraft@pinellas.gov.

ELIGIBILITY CRITERIA

☒ The applicant organization must agree to the terms and conditions contained in the Pinellas County Social Action Program Agreement. **NO EXCEPTIONS** to the terms and conditions of the agreement will be permitted. The County reserves the right to update these terms and conditions from time to time and as needed to meet the needs of the County.

DISCLAIMER

☒ Pinellas County Government reserves the right to: 1) cancel the application process; 2) accept or reject any or all applications received; 3) waive any non-substantive deficiency or irregularity, waive or remedy any technical or immaterial errors; 4) request any necessary clarifications of proposal data without changing the terms of the proposal; 5) negotiate with any qualified applicant; 6) award a contract in what it believes to be the best interest of the County; 7) cancel the request, in part or its entirety, if it is deemed to be in the best interest of the County; 8) reject the program of any applicant that has previously failed to perform properly; 9) reject the program of any applicant who has failed to complete a contract within the specified timeframe; 10) reject the program of any applicant that is not in a position to fulfill a resulting contractual obligation.

EXCLUSIONS

The following are not eligible for Social Action Grant funding:

1. Capital Expenses
2. Improvements to Real Properties
3. Indirect Cost Rate (e.g. a fixed % of the program budget; direct costs are allowable)
4. Research studies or technical assistance
5. Employee or volunteer incentives
6. Legal fees or any expenses specifically related to criminal activity including court costs, citations, restitution, child support, alimony, or immigration related expenses
7. Alcohol, tobacco, firearms or lottery tickets
8. Expenses related to immigration or returning to country of origin
9. Gift Cards
10. Money orders
11. Property taxes
12. Vehicle purchases

FATAL CRITERIA

- Agency has not been incorporated in the State of Florida for a minimum of one (1) year.
- Agency does not have a 501 (c) (3) status for a minimum of one (1) year.
- Agency is not in compliance with an existing County contract at the time of submission.
- Agency's proposal is under/over the minimum (\$10,000.00)/ maximum (\$150,000.00).
- Application is late (system will not allow incomplete or late submissions).
- Application does not include a budget.

Please [CLICK HERE](#) to download a copy of the full program description.

☒ I acknowledge that I have clicked the above link and reviewed all program documentation.

Please [CLICK HERE](#) to download a copy of the Agreement.

☒ I acknowledge that I have clicked the above link and reviewed and agree to all terms.

Please [CLICK HERE](#) to view Frequently Asked Questions

NOTE: Incomplete applications will not be accepted by the system.

Eligibility

Completed by rntaylor3732@gmail.com on 4/2/2025 10:01 PM

Case Id: 19154

Name: Isaiah's Place, Inc

Address: *No Address Assigned

Eligibility

Please provide the following information.

1. Is the applicant organization a non-profit 501 (c) (3) organization for at least one (1) year and incorporated in the State of Florida for at least one (1) year prior to date of application? The program is funded by local tax revenue. As such, publicly funded organizations are not eligible for awards under this solicitation.

Yes

2. Is the applicant organization the organization providing the proposed services? Subcontracting of contractual services is prohibited.

Yes

3 Do the proposed programs/services serve residents of Pinellas County?

Yes

4. Is the mission of the applicant organization consistent with the goals of the Social Action Grant Program to address the health, economic, and social well-being of Pinellas County residents in need of assistance? The applicant organization must not discriminate against any applicant for employment or employee with respect to hire, tenure, terms, conditions or privileges of employment or any matter directly or indirectly related to employment or against any client because of age, sex, race, ethnicity, color, religion, national origin, disability, marital status, or sexual orientation.

Yes

5. Does the applicant organization discriminate against any person on the basis of age, sex, race, ethnicity, color, religion, national origin, disability, marital status or sexual orientation in admission, treatment, or participation in its programs, services and activities?

No

6. Do the programs proposed by faith-based organizations have a secular purpose, and do not require worship or religious instruction activities? Services provided by faith-based organizations must be available to all Pinellas County residents, not solely for congregation members.

Yes

7. Are you an individual seeking financial assistance for yourself or another individual?

No

A. Agency Information

Completed by rntaylor3732@gmail.com on 4/2/2025 11:09 PM

Case Id: 19154

Name: Isaiah's Place, Inc

Address: *No Address Assigned

A. Agency Information

Please provide the following information.

LEGAL AGENCY INFORMATION (FOR CONTRACT)

A.1. Legal Organization Name

Isaiah's Place, Inc

A.2. DBA (if applicable)

A.3. Legal Address

1760 Clearwater Largo Rd #4201 Clearwater, FL 33756

PROJECT INFORMATION

A.4. Program Name/Project Title

Feeding program

A.5. Summary - provide a brief summary of program and how funding would be utilized.

Isaiah's Place, Inc exists to reach the unhoused and low-income individuals where they are, providing nutrition, food distribution, and hot meals. Funding will be used to expand our feeding program by adding feeding sites, hot meals and increasing food distribution.

A.6. Physical Program Address

1760 Clearwater Largo Rd #4201 Clearwater, FL 33756

A.7. Program Manager First Name

Marcia

A.8. Program Manager Last Name

Marcia

A.9. Program Manager Title

Officer

A.10. Program Manager Email

mpeters212@yahoo.com

APPLICATION CONTACT INFORMATION

A.19. First Name

Robin

A.20. Last Name

Taylor

A.21. Contact Person/Title

President

A.22. Contact Email

Rntaylor3732@gmail.com

A.23. Telephone

4079212307

A.24. Executive Officer with signing authority First Name

Robin

A.25. Executive Officer with signing authority Last Name

Taylor

A.26. Executive Officer Title

President

A.27. Executive Officer Email

Rntaylor3732@gmail.com

A.28. Executive Officer Phone Number

(407) 921-2307

A.11. Program Manager Phone Number

(317) 771-4234

A.12. Social Action Funding Priority Area

Note: Only one (1) application may be submitted per organization. If more than one is submitted, only the first will be considered for funding.

Food and Nutritional Services

A.13. Funding Category **ONLY SELECT ONE**

☒ \$10,000.00-\$99,999.00

☐ \$100,000.00-\$150,000.00

A.14. Total Amount Requested

Note: Max request is \$150,000.00

\$40,000.00

A.15. Taxpayer/Employer ID

82-2332694

A.16. Unique Entity Identifier (UEI- Federal SAM.GOV Number, if registered

A.17. Date of incorporation in Florida

07/26/2017

A.18. Date of 501(c)(3) Status

05/03/2018

B. Organization Profile

Completed by rntaylor3732@gmail.com on 4/3/2025 4:55 PM

Case Id: 19154

Name: Isaiah's Place, Inc

Address: *No Address Assigned

B. Organization Profile

Please provide the following information.

B.1. Describe how the mission and purpose of the agency align with the funding priority area.

Isaiah's Place Inc. (IPI) is deeply aligned with the funding priorities of the Social Action Grant Program, particularly in the areas of Food and Nutritional Services, Homeless Prevention and Support Services, and Supportive Services for an Aging Population. IPI's mission is to serve and uplift individuals experiencing homelessness and financial hardship by providing essential services such as food, life skills training, and supportive programs aimed at fostering independence and long-term stability. The mission of Isaiah's Place Inc (IPI) is to provide homeless and low-income neighbors in need with a holistic program that provides food, clothing, health, housing assistance referrals, and supportive services that will lead to hope, independence and the realization of a better tomorrow. Our vision is to serve our homeless and low-income neighbors in need within our local community, utilizing a faith-based, love centered model to provide comprehensive services that facilitate movement from homelessness to independence and self-sufficiency. IPI provides Bi-weekly hot meals, weekly food items, clinical health screening, education, assessment, and spiritual support to support the entire being physically, mentally, and spiritually. Our primary motivator is that we have the ability to demonstrate love and acceptance by providing our homeless and low-income neighbors in need with quality services while treating each person we serve with the utmost dignity and respect. Alignment with Funding Priorities: A. Food and Nutritional Services: Isaiah's Place, Inc actively provides food distribution and hot meals to homeless and low-income individuals, serving hot meals on the streets and under bridges bi-monthly, we also provide hot meals at three congregate meal sites (2- weekly and 1 - bi-monthly). Recognizing that nutrition is fundamental to well-being, IPI ensures that those in need have access to consistent, nourishing hot meals, directly aligning with the priority area of food banks, meal delivery, and congregate dining services. B. Homeless Prevention and Support Services: IPI reaches out to individuals experiencing homelessness where they are, engaging in direct outreach, street-based services, and system navigation to connect clients with resources that support housing stability and self-sufficiency. IPI's mobile street medicine and referral services further help individuals access healthcare and supportive housing options, addressing both immediate and long-term needs. C. Supportive Services for an Aging Population: While IPI serves a diverse population, many of its clients include aging individuals facing homelessness and financial hardship. The organization provides tailored services such as hot meal distribution to a senior apartment and seniors on the street, and mentorship to ensure older adults receive the assistance they need to maintain dignity and well-being.

B.2. Describe your board membership and how the board is reflective of the target population.

Our board is composed of dedicated individuals with diverse backgrounds and firsthand experiences that align with our mission to serve unhoused and low-income populations in St. Petersburg, particularly in the 33705 and surrounding zip codes. Board Composition and Representation Our board includes professionals from the medical, nonprofit, and business sectors, as well as individuals with lived experiences of homelessness or economic hardship. The majority of our board members reside in Pinellas County, ensuring local representation and a deep understanding of the challenges faced by our target population. Lived Experience & Community Connection Several of our board members have personally experienced housing instability, bringing invaluable perspectives to our mission. This firsthand knowledge helps guide our initiatives with empathy and effectiveness. Additionally, many of our board members actively work with underserved communities, providing medical care, advocacy, and social support services. Expertise & Commitment •

Healthcare Professionals: Our board includes Dr. Chitra Ravindra and Dr. Ano Kashumba, who bring medical expertise to address the health disparities within our target population. • Community Advocates & Service Providers: Individuals such as Alberta Brown, who works with the Florida Harm Reduction Collective, and others engaged in community-based initiatives, ensure our programs remain responsive to the needs of the unhoused and low-income individuals. • Diverse Backgrounds: With representation from individuals across multiple sectors—including social services, healthcare, and nonprofit leadership—our board fosters a well-rounded approach to addressing housing insecurity and economic hardship. Local Representation & Commitment to Pinellas County The majority of our board members live in Pinellas County, directly connecting them to the communities we serve. Their local insights help shape strategies that are practical, sustainable, and impactful for residents of 33705 and nearby areas. By combining lived experience with professional expertise, our board remains deeply committed to advocating for and uplifting the unhoused and low-income populations in St. Petersburg.

B.3. Explain the organization's experience relevant to the proposed priority area.

What began in 2015, with two families distributing toiletries to the homeless in St Petersburg, Florida, has now developed into an organization that provides hot meals, food, and essential services. But equally as important IPI has established relationships with many of those we serve which enables us to partner with our neighbors in need, allowing IPI team members to assist in facilitating, independence and self-sufficiency. Food has been a door opener leading to trust, respect, and opportunity for growth for our team members and those we serve. IPI has assisted 9 individuals from homelessness into apartments and others reunited with their families and into employment. To date IPI has distributed 47,600 hot meals, 3,500 Food baskets to families, 2,000 boxed meals. IPI Team: Robin Taylor MSN, FNP Tania Bermudez Lead cook, Food service supervisor, ServSafe certified Mary Brantley, BAS, CAC, Certified in Drug counseling Marcia Peters, Marketing Cindy Nichols, Finance Lottie Brimm RN, Alberta Brown, Street Liaison, Food Distribution Andre Campbell MDiv, MBA Audie Robinson NCARB, LEED AP, Consultant, Architecture, Property Acquisition Homeless Liaisons: Patricia McKnight Alberta Brown Benny Teahart IPI has had several volunteers who are chefs and food workers that are ServSafe certified.

B.4. Describe your onboarding process and program implementation timeline across the organization and for this program.

Isaiah's Place Inc. (IPI) follows a structured two-week onboarding process to ensure that new team members and volunteers are well-prepared to serve the homeless and low-income individuals with compassion and efficiency. This onboarding process integrates training, orientation, and direct engagement with our services. Week 1: Orientation and Initial Training Day 1-2: Organizational Overview & Compliance • Welcome and introduction to IPI's mission, values, and services. • Review of policies, procedures, and compliance requirements, including safety protocols. • Overview of client-centered care and trauma-informed approaches. Day 3-4: Role-Specific Training • Departmental training tailored to each role (food services, outreach, administration, etc.). • Hands-on training with supervisors to understand daily responsibilities. Day 5: Shadowing & Team Integration • New members shadow experienced staff or volunteers in their respective roles. • Participation in staff meetings to discuss case management and service coordination. • Q&A session with leadership for clarifications. Week 2: Hands-On Experience & Community Engagement Day 6-8: Practical Application • Direct participation in meal preparation, food distribution, and client engagement. • Case management training for those in counseling, healthcare, or outreach roles. • Hands-on work with the street liaison team to engage with homeless individuals. Day 9-10: Program Implementation & Evaluation • Final assessments of new team members' understanding and readiness. • One-on-one feedback sessions with supervisors. • Certification for required training programs (e.g., ServSafe, drug counseling, etc.). Day 11-14: Independent Work with Ongoing Support • New team members begin working independently with supervision as needed. • Continuous mentorship and check-ins to ensure confidence and competency. • Final onboarding review with leadership and next steps for long-term engagement. Ongoing Support & Continuous Training • Monthly training sessions on program updates, new policies, and best practices. • Regular team meetings to address challenges and share success stories. • Annual evaluations to assess team

performance and training needs. This structured two-week plan ensures that all new members are well-equipped to serve the community effectively while aligning with IPI's mission of providing holistic care and support. Other organizations or groups that periodically volunteer with IPI are provided a more brief instruction to our policies and protocols for service.

C. Community Needs

Completed by rntaylor3732@gmail.com on 4/3/2025 6:07 PM

Case Id: 19154

Name: Isaiah's Place, Inc

Address: *No Address Assigned

C. Community Needs

Please provide the following information.

C.1. Clearly identify the need to be addressed through the proposed program.

Isaiah's Place Inc aims to expand its feeding program to address the pressing issue of food insecurity in Pinellas County, particularly within St. Petersburg's 33705 zip code and surrounding areas. Food insecurity, defined as the lack of consistent access to sufficient and nutritious food, remains a significant concern in this region, impacting individuals and families across various demographics. The Homeless Estimate based on the Pinellas County Point-in Time count of 2021 is 2307. Florida Health Charts reflects an increase in the estimated number of persons experiencing homelessness (2209) since 2020. There are approximately 21,141 homeless individuals moving around the state of Florida. These people face food insecurity daily. The COVID -19 and the current economic crisis has dealt a swift blow to the economic, health, and food security of individuals and communities across the country and the effects have the potential to be long-term. For now, with no immediate end to the crisis in sight, demand for charitable food assistance is expected to remain at elevated levels for the foreseeable future.

C.2. Provide current supporting statistics or data specific to Pinellas County such as needs assessments, interviews, waiting lists, surveys, trends and/or analyses to demonstrate the need described in C1.

- Overall Food Insecurity Rate: As of 2021, Pinellas County reported a food insecurity rate of 10.6%, equating to approximately 102,010 residents lacking reliable access to adequate food. Stacker
- Poverty Rates: o General Population: The poverty rate in Pinellas County stands at 12.4%, indicating that a significant portion of the population faces economic challenges that can contribute to food insecurity. WelfareInfo
- o Children Under 5 Years Old: Notably, 13.3% of children under five in the county live in poverty, highlighting the vulnerability of young families. WelfareInfo
- Impact of the COVID-19 Pandemic: The pandemic has exacerbated food insecurity issues. The St. Petersburg Free Clinic, for instance, reported serving an average of 20,000 individuals per month through its food pantry over a 14-month period during the pandemic, a significant increase from approximately 6,000 individuals per month prior to the pandemic. St Pete Catalyst
- Senior Population: The AARP Foundation has identified that in Florida, about 300,000 adults aged 60 and older are eligible for the Supplemental Nutrition Assistance Program (SNAP) but are not enrolled, indicating a gap in accessing available food resources among seniors. St Pete Catalyst

These statistics underscore the critical need for expanded feeding programs in Pinellas County, particularly in areas like the 33705 zip code, to support vulnerable populations, including low-income families, young children, and seniors. By enhancing food assistance initiatives, Isaiah's Place Inc can play a pivotal role in mitigating food insecurity and promoting the well-being of the community.

C.3. Is the program new and innovative, or is funding sought to expand capacity or service in an existing program, or continuation of current funding? No points to be assessed for this question.

Expand Capacity or Service

C.4. If new and innovative, discuss what is currently being done in the community to address the need and how this program differs to provide better results. If expanding capacity, describe the current services available in the community, numbers unserved, and how the proposed program will reduce the number of unserved. If continuation of funding discuss what has been done to obtain alternate funding?

St. Petersburg and Pinellas County offer a variety of services to support individuals experiencing food insecurity. Key programs include: Meals On Wheels St. Petersburg (MOWSP): Delivers hot meals every Monday, Wednesday, and Friday to seniors and homebound individuals aged 18 and over within specific St. Petersburg zip codes.

networktoendhunger.org St. Vincent de Paul CARES Food Center: Provides daily meals and operates a food pantry for Pinellas residents. Lunch is served daily from 11 a.m. to 12 p.m., and dinner is available on specific evenings. The food pantry is open on Mondays, Wednesdays, and Fridays from 9:30 a.m. to 11:30 a.m. Feeding Tampa Bay+2St. Vincent de Paul CARES+2Healthy St. Pete+2 Feeding Pinellas Empowerment Center: Offers services such as the Trinity Cafe, an on-site food pantry, and community resources. The Trinity Cafe serves free, chef-prepared meals Monday through Friday from 11:30 a.m. to 12:30 p.m., while the food pantry operates on Tuesdays, Thursdays, and Fridays from 1:30 p.m. to 4:30 p.m. Feeding Tampa Bay Healthy St. Pete Initiatives: The city has allocated \$1.179 million through the American Rescue Plan Act to improve food access. Programs include the Summer Food Service Program, providing free meals to individuals 18 years or younger at various locations, and the Community Food Grant Program, supporting local non-profits in enhancing food security. Healthy St. Pete 360 Eats: This organization rescues surplus food and delivers free, nutritious meals to food-insecure communities via its CommUnity Kitchen food truck. They also offer paid culinary internships to individuals facing employment barriers. Healthy St. Pete+2360Eats+2360Eats+2360Eats+1360Eats+1 St. Petersburg Free Clinic: Distributes food to over 50 partners within Pinellas County and provides an interactive map to locate nearby food resources. Healthy St. Pete+1St. Pete Free Clinic+1 Despite these efforts, specific data on the number of unserved individuals in St. Petersburg and Pinellas County is not readily available. The proposed program aims to reduce this gap by expanding meal delivery services, increasing the number of distribution sites, and enhancing outreach efforts to ensure that underserved populations are identified and assisted. Regarding funding, the program has actively sought alternative sources, including grants from local foundations, partnerships with businesses, and community fundraising events. These efforts aim to diversify funding streams and ensure the program's sustainability.

If currently funded, please provide outcomes/utilization/success?

☐ **Outcomes/Utilization/Success**

***No files uploaded*

C.5. Describe how the proposed program will coordinate with existing programs in the community. If program is working with partners, please include a collaborative letter showing how both sides would be working on project.

While there are several agencies and organizations that are attempting to aid in the problem of food insecurity in Pinellas County by providing food, the need still exists. IPI currently partners and coordinates with several existing programs. IPI partners with Publix receiving food items weekly and distributing them. IPI also partners with Metropolitan Ministries meal site program. IPI continues the process of distributing food items to low-income families. Some food items are also used in the preparation of hot meals for the homeless and those that are living in substandard housing and do not have the ability to cook hot meals. These coordinated efforts takes the food items from the large National organizations such as Feeding America, directly to the tables and the stomachs of our neighbors in need within our community.

Please upload Collaborative Letter

☐ **Collaborative Letter**

***No files uploaded*

D. Scope of Services

Completed by rntaylor3732@gmail.com on 4/4/2025 11:10 AM

Case Id: 19154

Name: Isaiah's Place, Inc

Address: *No Address Assigned

D. Scope of Services

Please provide the following information.

Program Specifics

D.1. Describe the proposed program. Services to be delivered should be clearly identified. Include information regarding evidence-based practices or best practice models used, if applicable.

IPI provides hot meals various groups bi-monthly, and weekly and food items weekly to the unhoused and low-income individuals and food boxes to low-income families weekly. Participants are educated on nutrition. IPI follows the guidance of the best practices and information from the Food and Nutrition Information Center (FNIC) of the National Agricultural Library. IPI health program provides education related to nutrition and health topics (Diabetes, Hypertension, etc.) to improve nutrition and health literacy. Best practice models are used as topics are explained using simple plain language; only 1 or 2 topics discussed to prevent information overload, and written materials are given when available. (Coleman, C; Published online: September 24, 202 <https://doi.org/10.3928/24748307-20200924-01>)

D.2. What will the funding be used to purchase or pay for to support the program? This should align with the attached Annual Budget and Operational Narrative and the selected priority area (A.12. of the application). Include how does this funding request supplement, not duplicate, current program funding?

The requested funding will be used to expand and strengthen our feeding program, which provides hot meals, food distribution, and healthy eating education to underserved individuals on the streets and at three congregate feeding sites. This funding aligns with our selected priority area by addressing food insecurity through direct service and education, improving both access to and knowledge about healthy food choices. Funding will support:

1. Equipment Purchases • A commercial 3-door refrigerator, 2-door freezer, and 2-door refrigerator to increase safe storage capacity for fresh and frozen food across multiple feeding sites. • Two laptop computers for staff to manage scheduling, inventory, volunteer coordination, and digital nutrition education materials. • Food warming equipment, portable food carts, and storage shelving to enable mobile outreach and on-site service delivery. • Cookware, utensils, and educational display equipment to ensure safe food preparation and engaging community nutrition demonstrations.
2. Program Operations • Purchase of food and consumables for hot meals and pantry distribution, including culturally relevant and nutritious options. • Disposable service items, cleaning and sanitation supplies, and fuel to support hygienic and efficient food service on-site and in the field.
3. Nutrition Education • Development of culturally tailored nutrition education materials, live cooking demonstrations, and engagement with guest educators such as local chefs or dietitians.
5. Transportation and Logistics • Van rental, fuel, and food transport equipment to ensure timely and safe delivery of meals and supplies to all service locations, including street outreach.
6. Administrative Support • Modest funding for internet, insurance, software, and other administrative costs necessary to maintain operations and communication.

How This Request Supplements (Not Duplicates) Existing Funding: This request supplements existing resources by addressing gaps in infrastructure and expanding the program's capacity to meet growing community demand. Currently, our feeding program operates with limited equipment and relies heavily on donated food and volunteer labor. We are in need of funding for the equipment listed above, and for essential roles like a dedicated outreach coordinator or consistent transportation support. Existing program funding is limited and typically restricted to small-scale food purchases or volunteer supplies. The requested grant will enable us to scale our efforts, serve more people consistently,

and integrate nutrition education more fully, all of which are new or underfunded components of our current programming. This grant does not duplicate any existing grants or funding sources—it fills critical operational and infrastructure needs that are currently unmet and essential to expanding the reach and impact of our feeding and nutrition education services.

D.3. Describe program services including frequency, duration and intensity. Example: Weekly financial literacy sessions for 20 clients for 6 months or completion of curriculum.

Hours/ days of IPI operation in St Petersburg, FL 1st & 3rd Saturday of the month 9 - 6pm. 170 - 225 hot meals served Every Monday & Tuesday 4 - 6pm 60 - 100 hot meals served per congregate dining meal site Every Sunday 12pm - 2pm. 4 - 15 weekly meeting with unhoused individuals Every Sunday 2pm - 4:30pm 20 - 30 individuals receive distributed food items

D.4. What is the target population and eligibility criteria for the program?

The target population are our unhoused and low-income neighbors in need. Eligibility criteria are those self reported individuals and families in Pinellas County experiencing economic hardship and food insecurity.

D.5. Provide the geographic service area(s) and hours and days for the program during contract period.

IPI food services are provided in St Petersburg, FL, in the vicinity of 33705, 33701. and Pinellas County Hours/ days of IPI operation in St Petersburg, FL 1st & 3rd Saturday of the month 9 - 6pm Every Monday & Tuesday 4 - 6pm Every Sunday 12pm - 4pm IPI will expand hours of operation based on funding and client participation.

D.6. Describe the program staff, including qualifications, expertise, and credentials, if required.

IPI is staffed by volunteers and Team members: Robin Taylor MSN, FNP-BC Tania Bermudez Lead cook, Food service supervisor, ServSafe certified Mary Brantley, BAS, CAC, Certified in Drug counseling Marcia Peters, Marketing Cindy Nichols, Finance Lottie Brimm RN, Alberta Brown, Street Liaison, Food Distribution Andre Campbell MDiv, MBA Audie Robinson NCARB, LEED AP, Consultant, Architecture, Property Acquisition Homeless Liaisons: Patricia McKnight Alberta Brown Benny Teahart

E. Program Outcomes and Goals

Completed by rntaylor3732@gmail.com on 4/3/2025 10:29 PM

Case Id: 19154

Name: Isaiah's Place, Inc

Address: *No Address Assigned

E. Program Outcomes and Goals

Please provide the following information.

E.1. Describe the goal(s) of the program using the Program Goals and Outcomes Template [Program Goals and Outcomes Template](#). Please download, complete, and upload below. Include for each goal being addressed:

- **Outcomes** - *Describe the changed state in the program participants or broader community that can be measured and identified. Include % change.*
- **Indicators** - *Identify qualitative and quantitative indicators to measure the outcomes.*
- **Methods of Evaluation** - *Identify how these outcomes will be measured (e.g. surveys, staff observation, program plans, assessments, self-reports.*
- **Measurement Intervals** – *Identify when the measures will be captured. (The goals and objectives must be measurable within a twelve (12) month period.)*



Outcomes and Goals Template Save as Outcomes and Goals Agency name *Required

FY26 SAF Outcomes and Goals Isaiah's Place Inc.docx

E.2. What information will be collected to demonstrate program success?

Information collected to demonstrate program success includes: -Self-reported food security level pre- and post-participation -Demographic information (race, homeless, gross income, etc) -Number of volunteer sign-ups and participation. -Monthly reports and service logs (number of meals served)

E.3. Describe how client/individual data is collected. (Please be specific on the platform your program uses if you collect data electronically, and the interval at which data is collected)

Isaiah's Place, Inc. collects client/individual data through multiple methods to ensure accurate tracking and reporting. Clients self-report their information via intake forms and questionnaires, which capture demographic details, service needs, and other relevant data. Additionally, sign-in sheets are used at meal sites to track attendance and participation in meal programs. IPI currently uses paper-based data collection, records are manually entered into our system and reviewed periodically to ensure accuracy and completeness. Data collection occurs at each point of service, such as meal site visits, and through periodic follow-up questionnaires to assess ongoing needs and program impact.

F. Budget

Completed by rntaylor3732@gmail.com on 4/4/2025 2:05 PM

Case Id: 19154

Name: Isaiah's Place, Inc

Address: *No Address Assigned

F. Budget and Financial Sustainability

Please provide the following information.

F.1. Total Agency budget for entire organization (local) This should be the largest amount.

\$125,000.00

F.2. Total Program budget. Amount currently allocated to fund the program with the requested Social Action Funding.

\$50,000.00

F.3. Total Pinellas County Social Action Funding request.

\$50,000.00

F.4. What percentage of the program budget will be funded with Pinellas County Social Action Funding?

25.00%

F.5. What other funders also financially support this program? To include the amount of funding and what those funds are used for.

Private Donors- \$26,000 Metropolitan Ministries-\$25,000- Cooked Food Purchase Food-12,000 Cooking and Distributing food- Volunteers-5 - 40 hours a week

F.6. What other Pinellas County funding does the organization receive for any and all programs?

none

F.7. Describe the organizations plan for financial and program sustainability beyond fiscal year 2026.

Isaiah's Place Inc. (IPI) is committed to ensuring the long-term sustainability of its feeding and food distribution program beyond the expiration of the current funding. To achieve this, IPI has developed a multi-faceted strategy that includes diversified funding sources, community partnerships, and operational efficiencies. 1. Diversified Funding Sources – IPI will continue to actively seek private donations from individuals, local businesses, and faith-based organizations. Additionally, IPI will pursue funding through corporate sponsorships, charitable foundations, and community fundraising events to supplement operational costs. 2. Grant Funding Opportunities – IPI will proactively apply for local, state, and federal grants, as well as funding from philanthropic organizations that support food security initiatives. By maintaining a strong track record of program impact and financial accountability, IPI will remain competitive in securing ongoing grant funding. 3. Community and Corporate Partnerships – IPI will strengthen partnerships with local grocery stores, food suppliers, and restaurants to secure in-kind food donations and cost-sharing opportunities. Collaboration with local government agencies and social service organizations will also enhance resource-sharing and program sustainability. 4. Volunteer and In-Kind Support – By leveraging volunteers for program operations and securing in-kind donations of food and supplies, IPI will reduce overall program costs while maintaining service capacity. 5. Efficiency and Program Expansion – IPI will explore cost-effective distribution models, such as bulk purchasing and mobile food pantries, to optimize resources and expand service reach without significant financial strain. Through these efforts, Isaiah's Place Inc. will continue to provide reliable and sustainable food assistance to the community well beyond FY 2026.

F.8. Please download and complete the [Annual Budget](#) form.



Annual Budget Narrative *Required

FY26 Annual Budget Report Isaiah's Place, Inc IVI.xlsx

G. Required Documents

Completed by rntaylor3732@gmail.com on 4/4/2025 2:03 PM

Case Id: 19154

Name: Isaiah's Place, Inc

Address: *No Address Assigned

G. Required Documents

Please upload the following documents.

Documentation



Proof of 501(c)(3) status save as 501c3 Agency name *Required

IPI 501c.pdf



Proof of incorporation in the State of Florida for at least one (1) year Save as Incorporation Agency name

***Required**

Isaiah's Place Inc incorporation info.pdf

Isaiah's Place Inc sunbiz.html



Most Recent Financial and Single Audit (required if available) or IRS Form 990 (only if audit unavailable) Save as

Audit Agency name *Required

990 Isaiah's Place Inc 2024.pdf



W-9 with legal name which matches that of applicant name Save as W9 Agency name *Required

Isaiah's Place Inc W9 for St Thomas.pdf



Current Certificate of Insurance Save as Insurance Agency Name *Required

Next COI Isaiah's Place Inc FY26.pdf



Completed [Internal Control Checklist](#) Save as Internal Control Checklist Agency name *Required

Internal Control Checklist Isaiah's Place Inc.docx

☒ [Annual Budget Report](#) Save as Annual Budget Agency name ***Required**

FY26 Annual Budget Report Isaiah's Place, Inc IVI.xlsx

☒ [Outcomes and Goals Template](#) Save as Outcomes and Goals Agency name ***Required**

FY26 SAF Outcomes and Goals Isaiah's Place Inc.docx

☐ [Current state licenses or registrations](#)

****No files uploaded**

☒ [Local Agency Organizational Chart](#) Save as Org chart Agency name ***Required**

IPI organizational chart II.pdf

☐ [Program Job Descriptions, if funding supports salaries if applicable](#) Save as Job Descriptions Agency name

****No files uploaded**

☐ [Housing First Checklist, if applicable](#) Save as Housing First Agency name

****No files uploaded**

☐ [Shelter Entrance Criteria, if applicable](#) Save as Shelter Entrance Criteria Agency name

****No files uploaded**

☒ [Data Control Questionnaire](#) Save as Data Control Questionnaire Agency Name ***Required**

Data Control Questionnaire Isaiah's Place Inc iV.docx

☒ [HS E-Verify Affidavit](#) Save as Everify Agency name ***Required**

E verify Isaiah's Place Inc.pdf

☐ [Board Member List, Including mailing and email addresses and phone numbers, if applicable](#) Save as Board Members Agency name

****No files uploaded**

☐ **Accreditation, if applicable Save as Accreditation Agency name**

***No files uploaded*

☒ **Human Trafficking Affidavit Save as Human Trafficking Agency Name **Required***

Human Trafficking Isaiah's Place Inc II.pdf

☐ **Travel / Mileage policy if funding is requested Save as Travel policy Agency name**

***No files uploaded*

☒ **Conflict of Interest Policy if available Save as Conflict of Interest Agency name**

IPI ByLaws II.pdf

☒ **Program Policy and Procedures if available Save as Program Policy and Procedures Agency Name**

IPI Food Distribution Policies and Procedures Final.docx

Submit

Completed by rntaylor3732@gmail.com on 4/4/2025 2:07 PM

Case Id: 19154

Name: Isaiah's Place, Inc

Address: *No Address Assigned

Certification

Once an application is submitted, it can only be "Re-opened" by an Administrator.

By clicking submit, I certify that I am an authorized representative of the proposing agency and the information contained in this application is true and accurate to the best of my knowledge and due diligence.

I also understand that applications are limited to one per organization, and if more than one application is submitted by my organization, only the most recent will be considered for funding.

Authorized Representative Signature

Robin Taylor

Electronically signed by rntaylor3732@gmail.com on 4/4/2025 2:05 PM

Date Submitted

04/04/2025

Program Description

Completed by ed@frsoftb.com on 4/3/2025 9:58 AM

Case Id: 19157

Name: Florida Recovery Schools of Tampa Bay, Inc.

Address: *No Address Assigned

Program Description

Please provide the following information.



Social Action Funding Application for the funding period of October 1, 2025 - September 30, 2026

**Pinellas County Board
of County
Commissioners**
Human Services
440 Court St, 2nd Floor
Clearwater, FL 33756

Pinellas County Human Services is accepting applications from qualified non-profit organizations desiring to provide social services to low-income residents of Pinellas County.

The Social Action Grant Program provides funding to social service organizations for priority services that directly support Pinellas County.

The attached Social Action Grant Program application instructions outline the competitive process for the selection of organizations to receive Social Action Funding Grants as allocated by the Pinellas County Board of County Commissioners (Board) for FY 2026

Funding applications are limited to a minimum of \$10,000.00 and a maximum of \$150,000.00. Only one (1) application may be submitted per agency. Applicants may apply for either a large award (\$100,000.00 - \$150,000.00), or a small award (\$10,000.00 - \$99,999.00). A maximum of five large awards will be made, with the remainder of funding allocated to small awards. The amount requested does not guarantee an award. Actual awards will be based on the recommendation of the review committee and approval of the Board. The funding priorities for the Social Action Grant Program are:

- **Food and Nutritional Services:** including food banks, meal delivery, congregate dining, and related supportive services.
- **Homeless Prevention and Supportive Services:** including homeless outreach and engagement, prevention and diversion services, system navigation, and shelter and housing support.
- **Healthcare and Human Services for Disadvantaged Residents:** including, but not limited to, specialized healthcare services, workforce development, life skills training and support, transportation or mobility assistance, chore services, health and hygiene support, and specialized mentoring or educational programs for disadvantaged populations.

- **Supportive Services for an Aging Population:** any of the above listed types of programs or additional supportive programs targeted to an aging population.

The submission deadline for all applications is April 4, 2025 at 4:00 PM (no exceptions). Organizations must utilize the online application through the Neighborly System. Please allow ample time for submission and technological challenges, as late applications will not be accepted. For questions regarding your application, please contact: Amanda Craft at acraft@pinellas.gov.

ELIGIBILITY CRITERIA

☒ The applicant organization must agree to the terms and conditions contained in the Pinellas County Social Action Program Agreement. **NO EXCEPTIONS** to the terms and conditions of the agreement will be permitted. The County reserves the right to update these terms and conditions from time to time and as needed to meet the needs of the County.

DISCLAIMER

☒ Pinellas County Government reserves the right to: 1) cancel the application process; 2) accept or reject any or all applications received; 3) waive any non-substantive deficiency or irregularity, waive or remedy any technical or immaterial errors; 4) request any necessary clarifications of proposal data without changing the terms of the proposal; 5) negotiate with any qualified applicant; 6) award a contract in what it believes to be the best interest of the County; 7) cancel the request, in part or its entirety, if it is deemed to be in the best interest of the County; 8) reject the program of any applicant that has previously failed to perform properly; 9) reject the program of any applicant who has failed to complete a contract within the specified timeframe; 10) reject the program of any applicant that is not in a position to fulfill a resulting contractual obligation.

EXCLUSIONS

The following are not eligible for Social Action Grant funding:

1. Capital Expenses
2. Improvements to Real Properties
3. Indirect Cost Rate (e.g. a fixed % of the program budget; direct costs are allowable)
4. Research studies or technical assistance
5. Employee or volunteer incentives
6. Legal fees or any expenses specifically related to criminal activity including court costs, citations, restitution, child support, alimony, or immigration related expenses
7. Alcohol, tobacco, firearms or lottery tickets
8. Expenses related to immigration or returning to country of origin
9. Gift Cards
10. Money orders
11. Property taxes
12. Vehicle purchases

FATAL CRITERIA

- Agency has not been incorporated in the State of Florida for a minimum of one (1) year.
- Agency does not have a 501 (c) (3) status for a minimum of one (1) year.
- Agency is not in compliance with an existing County contract at the time of submission.
- Agency's proposal is under/over the minimum (\$10,000.00)/ maximum (\$150,000.00).
- Application is late (system will not allow incomplete or late submissions).
- Application does not include a budget.

Please [CLICK HERE](#) to download a copy of the full program description.

☒ I acknowledge that I have clicked the above link and reviewed all program documentation.

Please [CLICK HERE](#) to download a copy of the Agreement.

☒ I acknowledge that I have clicked the above link and reviewed and agree to all terms.

Please [CLICK HERE](#) to view Frequently Asked Questions

NOTE: Incomplete applications will not be accepted by the system.

Eligibility

Completed by ed@frsoftb.com on 4/3/2025 10:00 AM

Case Id: 19157

Name: Florida Recovery Schools of Tampa Bay, Inc.

Address: *No Address Assigned

Eligibility

Please provide the following information.

1. Is the applicant organization a non-profit 501 (c) (3) organization for at least one (1) year and incorporated in the State of Florida for at least one (1) year prior to date of application? The program is funded by local tax revenue. As such, publicly funded organizations are not eligible for awards under this solicitation.

Yes

2. Is the applicant organization the organization providing the proposed services? Subcontracting of contractual services is prohibited.

Yes

3 Do the proposed programs/services serve residents of Pinellas County?

Yes

4. Is the mission of the applicant organization consistent with the goals of the Social Action Grant Program to address the health, economic, and social well-being of Pinellas County residents in need of assistance? The applicant organization must not discriminate against any applicant for employment or employee with respect to hire, tenure, terms, conditions or privileges of employment or any matter directly or indirectly related to employment or against any client because of age, sex, race, ethnicity, color, religion, national origin, disability, marital status, or sexual orientation.

Yes

5. Does the applicant organization discriminate against any person on the basis of age, sex, race, ethnicity, color, religion, national origin, disability, marital status or sexual orientation in admission, treatment, or participation in its programs, services and activities?

No

6. Do the programs proposed by faith-based organizations have a secular purpose, and do not require worship or religious instruction activities? Services provided by faith-based organizations must be available to all Pinellas County residents, not solely for congregation members.

N/A

7. Are you an individual seeking financial assistance for yourself or another individual?

No

A. Agency Information

Completed by ed@frsoftb.com on 4/3/2025 10:57 AM

Case Id: 19157

Name: Florida Recovery Schools of Tampa Bay, Inc.

Address: *No Address Assigned

A. Agency Information

Please provide the following information.

LEGAL AGENCY INFORMATION (FOR CONTRACT)

A.1. Legal Organization Name

Florida Recovery Schools of Tampa Bay, Inc.

A.2. DBA (if applicable)

Victory High School

A.3. Legal Address

P.O. Box 4206 Clearwater, FL 33758

PROJECT INFORMATION

A.4. Program Name/Project Title

Victory High School

A.5. Summary - provide a brief summary of program and how funding would be utilized.

Victory High School provides Mental Health, Recovery Support, and an Education to ages 14-19 with substance use disorders or co-occurring disorders.

A.6. Physical Program Address

9025 49th St. N. Pinellas Park, FL 33782

A.7. Program Manager First Name

Laurel

A.8. Program Manager Last Name

Minthorn

A.9. Program Manager Title

Operations Manager

A.10. Program Manager Email

laurel@frsoftb.com

A.11. Program Manager Phone Number

(727) 564-1220

APPLICATION CONTACT INFORMATION

A.19. First Name

Tina

A.20. Last Name

Miller

A.21. Contact Person/Title

Tina Miller/Executive Director

A.22. Contact Email

tina@frsoftb.com

A.23. Telephone

7272887652

A.24. Executive Officer with signing authority First Name

Tina

A.25. Executive Officer with signing authority Last Name

Miller

A.26. Executive Officer Title

Founder and Executive Director

A.27. Executive Officer Email

tina@frsoftb.com

A.28. Executive Officer Phone Number

(727) 288-7652

A.12. Social Action Funding Priority Area

Note: Only one (1) application may be submitted per organization. If more than one is submitted, only the first will be considered for funding.

Healthcare and Human Services for Disadvantaged Residents

A.13. Funding Category **ONLY SELECT ONE**

☒ \$10,000.00-\$99,999.00

☐ \$100,000.00-\$150,000.00

A.14. Total Amount Requested

Note: Max request is \$150,000.00

\$99,999.00

A.15. Taxpayer/Employer ID

850841336

A.16. Unique Entity Identifier (UEI- Federal SAM.GOV Number, if registered

F2PHYZCGJ4N5

A.17. Date of incorporation in Florida

06/08/2020

A.18. Date of 501(c)(3) Status

05/20/2020

B. Organization Profile

Completed by ed@frsoftb.com on 4/4/2025 2:34 PM

Case Id: 19157

Name: Florida Recovery Schools of Tampa Bay, Inc.

Address: *No Address Assigned

B. Organization Profile

Please provide the following information.

B.1. Describe how the mission and purpose of the agency align with the funding priority area.

Florida Recovery Schools of Tampa Bay, Inc. provides a critical continuum of care for youth and families affected by substance use disorders. Our evidence-based, integrated approach aligns with the priorities outlined in the Social Action Funding Grant Program, particularly within the domains of Healthcare and Human Services for Disadvantaged Residents and Homeless Prevention and Support Services. Through targeted interventions such as substance use education, therapeutic support, peer mentoring, and system navigation assistance, Florida Recovery Schools of Tampa Bay, Inc. helps at-risk youth build a foundation for long-term recovery and stability. We are respectfully requesting your consideration to support our non-profit, private school in Pinellas County to help us reduce the risk of homelessness and health crisis. Victory High School restores lost childhoods, rebuilds self-esteem, and revives the lives of 14-19 year olds struggling with addictions and mental illness. Recognizing how harmful substance use disorders or co-occurring disorders can be in our community, our mission is to empower students ages 14-19 through a therapeutic, emotionally, socially, and spiritually safe environment with high-quality education to grow academically. We prioritize improving student's self-esteem and confidence, graduate with a diploma, and raise self-awareness to become productive law-abiding citizens of society. Our schools fulfill the needs of the community by giving our young people hope and healing. Our primary goal is to save young people's lives! Our secondary goals are to improve school attendance, reduce dropout rates, increase graduation rates, reduce relapse, improve mental health, reduce cost to society, and improve emotional wellness and self-regulation. The need for mental health services is life or death for our students struggling with addictions. Their stabilization both emotionally and mentally is crucial to create a safe, learning environment. Recovery High Schools turn the most powerful force impacting students - peer pressure - from a negative to a positive. Recovery Schools report that students' academic performance is significantly improved because of the cessation of drug/alcohol use. Our students receive a second chance and a recovery focused education in a healing centered environment with mental health services, and recovery support. Our school is an incredible asset and of great benefit to our children, families, and the community; by providing an estimated saving of \$75,000 per student each year to our communities and government by reducing hospitalizations, criminal behavior, and incarceration. One on one connection is life saving for our students, hence the need for a small classroom environment, and mental health services. This funding will support six (6) part-time employees to provide mental health services, recovery support and education to our students' social wellbeing and health.

B.2. Describe your board membership and how the board is reflective of the target population.

Our Board of Directors has been composed of 20 volunteers over the last 5 years. Currently, our Board of Directors consists of five leaders in the Tampa Bay Community as well as two attorneys on our advisory board. They oversee our Executive Director position and govern the non-profit organization. The Executive Director manages all the staff, volunteers, mentors, and community partnerships, grants, and contracts as well as raises community awareness to stop stigma of recovery. The control and management of the affairs and business of the Corporation shall be vested in a Board of Directors ("Board" or "Board of Directors" as to the overall group and "Director" or "Directors" as to the individual members of the group) pursuant to these Bylaws. The responsibilities of the Board shall include, but not be limited to: a) Establishing policies and programs that are in accordance with the mission of the Corporation; b)

Participating in periodic evaluations as to the Corporation's programs and performance in terms of the needs of the Tampa Bay community c) Establishing committees, if any, necessary to carry out the work of the Corporation; d) Assisting with raising funds to further the Corporation's purpose; and e) Such other duties as may be required under Florida law or otherwise commonly discharged by a board of directors. Our Board of Directors always consisted of a diverse group of ethnicities and cultures as well as our student population.

B.3. Explain the organization's experience relevant to the proposed priority area.

Florida Recovery Schools of Tampa Bay, Inc. has opened three private non-profit schools: Victory High Schools in Pasco, Pinellas, and Hillsborough Counties that aim to be a beacon of hope and provide wraparound services to the families and students. Our vision is to promote long-term recovery from substance use disorders and co-occurring disorders through education, advocacy and recovery support year-round. We prioritize improving student's self-esteem and confidence, graduate with a diploma, and raise self-awareness to become productive law-abiding citizens of society. Our schools fulfill the needs of the community by giving our young people hope and healing. Majority of students complete 24 credits to earn their diplomas. Specific services include: assessment of skills and abilities, development of personal, educational and career goals with an eye toward achieving sustaining employment. This will include facilitated work experience and/or short-term, skill-specific training, when appropriate: Life Coaching and case management, Resource development to address barriers to success. Career Navigation, Soft skills training and coaching, Upskilling and reskilling through skill-specific credentialing, Training on basic skills, Digital literacy, Financial literacy, Parenting skills, Career Online High School, Workforce credentialing - through referrals or vouchers, Volunteer/internship opportunities, Job placement and ongoing follow-up and follow-along.

B.4. Describe your onboarding process and program implementation timeline across the organization and for this program.

We offer open enrollment to Victory High Schools all year long. Youth may be referred anytime and we will do our best to provide services to help that child. An online referral form is completed and submitted by a Parent, Drug Treatment Provider, Juvenile Probation Officer, Public School Employee, or Law Enforcement, once the referral is received, the Executive Director reviews it to determine if student is eligible for enrollment. When eligible, a staff member speaks to Parent/Guardian on the phone and needs assessment. Evidence based needs assessments like Screening Brief Intervention Referral to Treatment (SBIRT) and Motivational Interviewing (MI) are utilized by our trained staff. If student and Parent/Guardian wants to pursue enrollment into our in-person school, they are invited into the school for a tour and to ask any questions of our staff, mentors and students. If the potentially new student wants to enroll, the Parent/Guardian completes all enrollment applications, and signs handbook documents. The new student starts after all paperwork is submitted and reviewed for appropriateness within a week. Immediately, upon approval, the student will begin Victory High School and receive Mental Health Services, Recovery Support and an Education. VHS provides youth with effective mental health services, interventions, skills, and treatment with demonstrated success. The average amount of days a student stays at Victory High Schools are 139. We hold graduation twice a year: December and May. Most of our students are stabilized at VHS and transitioned back to traditional schools to graduate. Over 150 youth have been served by VHS since 2021.

C. Community Needs

Completed by ed@frsoftb.com on 4/4/2025 3:46 PM

Case Id: 19157

Name: Florida Recovery Schools of Tampa Bay, Inc.

Address: *No Address Assigned

C. Community Needs

Please provide the following information.

C.1. Clearly identify the need to be addressed through the proposed program.

With 94% of our students having survived childhood trauma and Pinellas County suicide rate tripled, we are committed to improving the well-being of Pinellas County teens through sustainable recovery and support programs. Our primary goal is to save young people's lives! Our secondary goals are to improve school attendance, reduce dropout rates, increase graduation rates, reduce relapse, improve mental health, reduce cost to society and improve emotional wellness and self-regulation. Victory High School creates a positive future where teens have a fighting chance against suicide and addictions; all youth have strengths, and our positive support will help change the course of their lives. Our graduates are mentors who build relationships with students and deliver powerful peer to peer positive influence. VHS helps teens navigate their road to recovery and build a support network. Recovery High Schools turn the most powerful force impacting students - peer pressure - from a negative to a positive. Recovery Schools report that students' academic performance is significantly improved because of the cessation of drug/alcohol use. Recovery High Schools have been shown to be the most successful method for achieving long-term recovery among adolescents. Recovery is a process of hope and healing that thrives in the positive peer communities of recovery schools. Research has shown that youth who have received substance use disorder treatment and enrolled in a recovery high school are 82% more likely to attend daily, graduate and more likely to maintain recovery than their peers who returned to their community high schools. Students have an opportunity to learn coping skills and participate in positive peer group activities and mental health counseling that can lead to healthier individuals, families and communities. These schools include a holistic approach with environmental sustainability; We believe that students achieve higher levels of academic success if they are engaged meaningfully and given the opportunity for choice, so student-centered and inquiry-based learning are central to our curricula. A true collaborative community that honors the voice of the children and families and matches the need with evidence-based competencies to affect lasting change. For adolescents in recovery from a substance use disorder, school is a setting that may result in interactions with peer groups who are actively using alcohol or other drugs. Unfortunately, after treatment, these students may encounter multiple risk factors when returning to the setting where their substance use problems originated. Recovery High School programs play an important role for these students by offering them another option for a school setting – one in which they can feel supported in their recovery while still working towards a high school diploma. A substance use disorder (SUD) is a complex medical condition involving brain circuitry, genetics, life experiences and the environment.

C.2. Provide current supporting statistics or data specific to Pinellas County such as needs assessments, interviews, waiting lists, surveys, trends and/or analyses to demonstrate the need described in C1.

In Pinellas County, suicide rates among our student population have tripled while the rest of the state's statistics have decreased. Before Victory High Schools, our students survived 24 overdoses, 13 suicide attempts, and the average age of drug use was 10 years old. While attending VHS, 96% attendance rate, 93% recovery rate, and 3.4 GPA average. Enough is enough; we are losing our children at astounding rates every day. Young people are becoming addicted to opioids and other substances at a heartbreaking rate. Addiction is the largest, most debilitating and fastest growing health problem faced by our high school students. Addiction is not only costly but the most urgent prevalent public health crisis facing our country. According to the Addiction Center, more than 90% of people who have an addiction started to drink alcohol

or use drugs before they were 18 years old. Conversely, research shows that the disruptive effects of drugs and alcohol on brain development during adolescence leads to a much higher probability of long-term addiction in adulthood. The challenges facing youth today are daunting and widespread. Many youth struggle with their mental health and substance use. With suicide being the second leading cause of death among teens in Florida, the need for awareness and accessible support has never been greater. Addressing this crisis from multiple angles is what we do! 1 in 4 youth struggles with substance use disorders or co-occurring disorders. This partnership will help us continue our mission of saving teens lives. They are not only our future, but they are also valuable right now! The opioid epidemic in America has become a widespread problem that doesn't discriminate by age, gender, or background. For real change, we need to understand how it's affecting all demographics, including our youngest generations. By focusing on prevention and making recovery resources available and effective, we can work to create a future where teens and children have a fighting chance against the grips of addiction. 25% of our students have been identified as low socio-economic status. The majority of our students are Caucasian males, polysubstance and co-occurring disorders, having survived a major medical trauma before the age 12: open heart surgeries, brain tumors, eosinophilic esophagitis, etc. We enroll males and females ages 14-19 with substance use disorders or co-occurring disorders. The only two disqualifiers are a violent or sex offense. 1% of our student population are in foster care, and 33% have been adopted. 50% of our Parents/Guardians have college degrees. 10% of students have IEP/504 plans. 100% have Emotional Behavioral Disabilities. We do a lot of safety work, harm reduction work and recovery type of work with them. We want to just create an environment where they can just be who they are, where they are, as they are, and get the support that they need to move from use to recovery.

C.3. Is the program new and innovative, or is funding sought to expand capacity or service in an existing program, or continuation of current funding? No points to be assessed for this question.

New Program

C.4. If new and innovative, discuss what is currently being done in the community to address the need and how this program differs to provide better results. If expanding capacity, describe the current services available in the community, numbers unserved, and how the proposed program will reduce the number of unserved. If continuation of funding discuss what has been done to obtain alternate funding?

Victory High Schools give our students purpose and a desire to live sober while earning their diplomas. VHS are a beacon of hope to families in Tampa Bay that have lost all hope. We work to create a future where teens have a fighting chance against the grip of addiction. There is no other agency or Recovery School in Florida that is providing Mental Health Services as well as Recovery Support and an Education to this population. Victory High Schools have received national recognition for their services to help improve social wellbeing and health of ages 14-19. Addressing this crisis from multiple angles—education, prevention, and treatment—offers the best hope for turning the tide. With suicide being the second leading cause of death among teens in Florida, the need for awareness and accessible support has never been greater. Recent data from previous years show, 20% of high school students have seriously considered suicide, with nearly 9% reporting an attempt. These alarming statistics highlight the urgency to address mental health in our schools and communities. At VHS, our students have increased connections to mental health care, reduced hospitalizations, and greater employment opportunities by earning a diploma. We continue supporting their mental health and Caregivers even after transitioning to traditional schools or graduating. Their emotional stabilization helps them successfully complete their education and pursue higher level education. We will continue to write grants, hold fundraisers, accept donations, and scholarships from state for our students to sustain their education through Victory High School. Recovery is a process of hope and healing that thrives in the positive peer communities of recovery schools. Research has shown that youth are 82% more likely to attend Recovery High Schools daily, graduate and more likely to maintain recovery than their peers who returned to their community high schools. The challenges facing youth today are daunting and widespread. Many youth struggle with their mental health and substance use. At Victory High Schools, we work to create a future where teens have a fighting chance against the grip of addictions; all youth have strengths, and

our positive support will help change the course of their lives. Students have an opportunity to learn healthy coping skills and participate in positive peer group activities.

If currently funded, please provide outcomes/utilization/success?



Outcomes/Utilization/Success

***No files uploaded*

C.5. Describe how the proposed program will coordinate with existing programs in the community. If program is working with partners, please include a collaborative letter showing how both sides would be working on project.

Florida Recovery Schools of Tampa Bay, Inc. reduces the risk of homelessness and health crises among vulnerable youth. Our collaboration with community partners ensures students have access to behavioral health resources, medication-assisted treatment referrals, and essential supportive services such as transportation assistance and life skills training. This holistic approach not only enhances individual health outcomes but also alleviates pressure on local healthcare and social service systems. We refer to multiple residential drug treatment facilities and accept students from those facilities. We have a positive functioning relationship with all courts and drug treatment centers as well as those we know of Nationwide. We support our students participating in Intensive Outpatient Programs. Intake, assessment, counseling, life skills coaching. educational skills development and referral and job placement activities are provided to students. We partner with Central Florida Behavioral Health Network, Step Up for Students Scholarships, BayCare, Pinellas County Sheriff, Pinellas Park Police, St. Pete Police, United Way of Pasco County, Pasco County State Government, Pinellas County, Hillsborough County, and Pasco County Recovery Round Tables, Live Tampa Bay, Pasco County Sheriff Office Opioid Task Force, New Port Richey Police Department, Florida Department of Juvenile Justice, Florida Department of Children and Families, BayCare Community Health Activation Team and Alliance for Substance Abuse Prevention Coalition, Prodigy of Tampa Bay, The Phoenix, Operation Par, Vitanya, Wired Biohealth, Insight Program, Corps Network, Character GPS, Hope Street, The Wellness Collective, Pasco County, Hillsborough County, and Pinellas County School Districts, and Florida Department of Health. We rent our classrooms from churches and community centers, as well as partner with faith-based agencies and churches.

Please upload Collaborative Letter



Collaborative Letter

LOS CFBHN for FRSOFTB 2025-2026.pdf

D. Scope of Services

Completed by ed@frsoftb.com on 4/4/2025 2:34 PM

Case Id: 19157

Name: Florida Recovery Schools of Tampa Bay, Inc.

Address: *No Address Assigned

D. Scope of Services

Please provide the following information.

Program Specifics

D.1. Describe the proposed program. Services to be delivered should be clearly identified. Include information regarding evidence-based practices or best practice models used, if applicable.

VHS is a safe, connected school that matches the need with evidence-based competencies to affect lasting change through evidence informed best practices. Specific services include: assessment of skills and abilities, development of personal, educational and career goals with an eye toward achieving sustaining employment. DBT, CBT, WRAP, Life Coaching and case management, Resource development to address barriers to success. Career Navigation, Soft skills training and coaching, Upskilling and reskilling through skill-specific credentialing, Training on basic skills, Digital literacy, Financial literacy, Parenting skills, Career Online High School, Workforce credentialing. Promote recovery, community reintegration, and improved quality of life for adolescents with mental health conditions and substance use disorders. Increased connections to mental health care, reduced hospitalizations, and greater employment opportunities by earning a diploma. Promote engagement, support positive decision-making, and divert youth from involvement in juvenile justice system, creating a foundation for long-term success. Our academic pedagogical approach at Victory adheres to CASEL's criteria for social emotional wellness: According to extensive research, particularly from the Collaborative for Academic, Social, and Emotional Learning (CASEL), evidence-based academics for social emotional wellness demonstrate that promoting social and emotional learning (SEL) through dedicated programs significantly improves students' academic performance, reduces disruptive behaviors, and enhances overall well-being, with positive impacts on areas like self-awareness, self-management, social awareness, relationship skills, and responsible decision-making; essentially proving that SEL is a crucial component of a successful learning environment. We utilize evidence-based practices during our school day, such as SBIRT, MI, CBT, solution-focused therapy, as well as educational interventions, such as RTI.

D.2. What will the funding be used to purchase or pay for to support the program? This should align with the attached Annual Budget and Operational Narrative and the selected priority area (A.12. of the application). Include how does this funding request supplement, not duplicate, current program funding?

Six (6) part-time positions will be supported through this funding. The Mental Health and Behavioral Specialist works with students one on one and families to stabilize them emotionally and mentally. The Teacher works with students on academic goals and earn their diploma. The Licensed Mental Health Counselor works with students and families on their mental wellness through individual counseling and group therapy. Mentors (past graduates) will help students at Victory High School navigate their road to recovery and build a support network. The main goal is to provide a level of support for kids that are struggling with substance use issues, alongside other mental health issues as well. The program sees teens from various levels of recovery experiencing various substance uses. Wellness Recovery Action Plans will be developed for each student.

D.3. Describe program services including frequency, duration and intensity. Example: Weekly financial literacy sessions for 20 clients for 6 months or completion of curriculum.

Mental Health Services, Recovery Support and an Education will be provided to 25 students Monday-Friday 9AM-3PM daily during the school year, weekly during the summer, and daily during the summer camp 9AM-3PM for one week at the end of July. Our students will be provided a second chance with the following direct services: Academics, Mental Health Counseling, Equine Therapy, Individualized Recovery Plans, Trauma Informed Care, Brain Performance Coaching, Vocational Job Training, Performing Arts Classes, Leadership Training, Expressive Art Therapy, Support Groups, Fitness and Wellness Classes, Peer to Peer Mentorship, Mentors through our Community Leader Lunch N Learns, Yoga, Asset Building Community Development and many more opportunities to set them up for substance free success. Our summer session consists of weekly virtual meetings, one on one contacts with staff face to face or virtual, our Sober and Free Event, Sober Camp and extra support when needed.

D.4. What is the target population and eligibility criteria for the program?

Twenty-five (25) females and males ages 14-19 years old with substance use disorders or co-occurring disorders will receive an education, mental health services, and recovery support. Some of our students are adopted and have had foster care involvement in Florida Department of Children's and Families, Department of Juvenile Justice, and most have co-occurring disorders. Before attending Victory High Schools, our current students have survived 24 drug overdoses, and 13 suicide attempts. Victory High Schools saves lives by addressing their childhood trauma, providing mental health and recovery support so they will earn their diplomas sober! Most of our students have learning disabilities. They all have Emotional Behavioral Disabilities. The only 2 disqualifiers for a student to not be able to attend Victory High School would be a sex offense or violent offense.

D.5. Provide the geographic service area(s) and hours and days for the program during contract period.

Pinellas County is the geographic service area with the school located in Pinellas Park. We offer services Monday-Friday 9AM-3PM daily during the school year, weekly during the summer, and daily during the summer camp 9AM-3PM July 21-25, 2025.

D.6. Describe the program staff, including qualifications, expertise, and credentials, if required.

Teacher-Academics instruction is individualized to meet the needs of students' grade levels and course requirements needed to graduate. Bachelors Degree needed. Mental Health and Behavioral Specialist-Deliver strengths-based support for people with addictions or in recovery from alcohol, other drugs, codependency, or other addictive behaviors. Licensed Mental Health Counselor, Masters degree and license needed. Mentors are past VHS graduates providing peer to peer support to students. Sober and earned diploma. Founder and Executive Director: Tina. Bachelors degree, lived experience, and trained as Recovery Peer Specialist and Recovery Coach. Academics Manager: Dr. Colleen. Doctorate in Education, Certification in Secondary Social Studies grades 7-12, and lived experience. Teacher at Pasco: Mr. Tim. Masters degree and lived experience. Teacher at Pinellas: Mrs. Nina. Masters degree, and lived experience. Operations Manager: Ms. Laurel (working out of Pinellas) Working on Masters degree, lived experience and certificate in Addiction Studies. Recovery Support Manager: Ms. Dana (working out of Pasco) Two Bachelors degrees, Master Certified life coaching and lived experience. Caregiver Advocate: Julie, National Certified Recovery Peer Specialist Mr. William will be the Mental Health & Behavioral Specialist in Pinellas. Trained as Recovery Peer Specialist and has lived experience in recovery. Major is psychology. Miss Anna is the Mental Health & Behavioral Specialist in Hillsborough (Tampa). Major is psychology. Mrs. Katie is their supervisor as our Senior Mental Health & Behavioral Specialist in Pasco. Trained in Addictions and major is counseling. Our past graduates are Mentors. All have earned their diplomas with VHS: James (Pinellas) Gabe (Pinellas) Gladys (Pasco) Skye (Hillsborough) Zach (Pinellas) Our Licensed Mental Health Counselor is Dr. Sh'nai Simmons and her clinical interns are Mariana and Cydni. They offer weekly individual counseling and/or group therapy.

E. Program Outcomes and Goals

Completed by ed@frsoftb.com on 4/4/2025 2:34 PM

Case Id: 19157

Name: Florida Recovery Schools of Tampa Bay, Inc.

Address: *No Address Assigned

E. Program Outcomes and Goals

Please provide the following information.

E.1. Describe the goal(s) of the program using the Program Goals and Outcomes Template [Program Goals and Outcomes Template](#). Please download, complete, and upload below. Include for each goal being addressed:

- **Outcomes** - *Describe the changed state in the program participants or broader community that can be measured and identified. Include % change.*
- **Indicators** - *Identify qualitative and quantitative indicators to measure the outcomes.*
- **Methods of Evaluation** - *Identify how these outcomes will be measured (e.g. surveys, staff observation, program plans, assessments, self-reports.*
- **Measurement Intervals** – *Identify when the measures will be captured. (The goals and objectives must be measurable within a twelve (12) month period.)*



Outcomes and Goals Template Save as Outcomes and Goals Agency name *Required

Outcomes and Goals FRSoftB.pdf

E.2. What information will be collected to demonstrate program success?

At VHS, our students have increased connections to mental health care, reduced hospitalizations, and greater employment opportunities by earning a diploma. We continue supporting their mental health and Caregivers even after transitioning to traditional schools or graduating. Their emotional stabilization helps them successfully complete their education and pursue higher level education. Utilizing several proven processes for tracking, monitoring, measuring, and reporting performance outcomes, FRSoftB will report the number of students referred and served. Regular data tracking, analyze strategies and track outcomes of the program, both at the participant and systemic level. Participant demographic, process, and outcome data will be tracked to evaluate the program's effectiveness, efficiency, accessibility, satisfaction of stakeholders, and the impact of the services. number of individuals linked to care services, instances of hospitalizations, and the number of students who earn their diploma. Conducting needs assessments, pre and post assessments, school attendance, monitoring academic performance, extra-curricular involvement, and behavioral records. Participant surveys to track progress and program impact. Measured through key performance indicators, including high school graduation rates, college or vocational programs enrollment, job placement, and overall self-sufficiency upon leaving the program. Weekly staffings will review stability, engagement, and positive development. Promote recovery, community reintegration, and improved quality of life for adolescents with mental health conditions and substance use disorders. Increased connections to mental health care, reduced hospitalizations, and greater employment opportunities by earning a diploma. Promote engagement, support positive decision-making, and divert youth from involvement in juvenile justice system, creating a foundation for long-term success.

E.3. Describe how client/individual data is collected. (Please be specific on the platform your program uses if you collect data electronically, and the interval at which data is collected)

We use an online platform called Casebook to collect all data on students including attendance, counseling and group

Printed By: Amanda Craft on 4/7/2025

14 of 20

therapy participation, equine therapy participation, drug screen results, recovery rate, graduation rates, crime rates, referrals to higher level of care, history of self harm, overdoses, suicide attempts, age of first use, history of treatment programs, etc. Our online platform for academics is called Grade Results to college courses, grades, GPAs, and transcripts after graduation.

F. Budget

Completed by ed@frsoftb.com on 4/4/2025 2:34 PM

Case Id: 19157

Name: Florida Recovery Schools of Tampa Bay, Inc.

Address: *No Address Assigned

F. Budget and Financial Sustainability

Please provide the following information.

F.1. Total Agency budget for entire organization (local) This should be the largest amount.

\$698,000.00

F.2. Total Program budget. Amount currently allocated to fund the program with the requested Social Action Funding.

\$232,666.00

F.3. Total Pinellas County Social Action Funding request.

\$99,999.00

F.4. What percentage of the program budget will be funded with Pinellas County Social Action Funding?

43.00%

F.5. What other funders also financially support this program? To include the amount of funding and what those funds are used for.

Step Up for Students Scholarships Central Florida Behavioral Health Network State appropriations Fundraisers Donations Local Grants

F.6. What other Pinellas County funding does the organization receive for any and all programs?

None.

F.7. Describe the organizations plan for financial and program sustainability beyond fiscal year 2026.

Continue to write grants, fundraise, solicit for donations, corporate sponsorships, and state appropriations.

F.8. Please download and complete the [Annual Budget](#) form.



Annual Budget Narrative *Required

Annual Budget FRSOFTB.xlsx

G. Required Documents

Completed by ed@frsoftb.com on 4/4/2025 3:46 PM

Case Id: 19157

Name: Florida Recovery Schools of Tampa Bay, Inc.

Address: *No Address Assigned

G. Required Documents

Please upload the following documents.

Documentation



Proof of 501(c)(3) status save as 501c3 Agency name *Required

501c3 FRSOFTB.pdf



Proof of incorporation in the State of Florida for at least one (1) year Save as Incorporation Agency name

***Required**

Incorporation FRSOFTB.pdf



Most Recent Financial and Single Audit (required if available) or IRS Form 990 (only if audit unavailable) Save as Audit Agency name *Required

990 FRSOFTB.pdf



W-9 with legal name which matches that of applicant name Save as W9 Agency name *Required

W9 FRSOFTB.pdf



Current Certificate of Insurance Save as Insurance Agency Name *Required

Insurance FRSOFTB.pdf



Completed [Internal Control Checklist](#) Save as Internal Control Checklist Agency name *Required

Internal Control Checklist FRSOFTB.pdf

☒ [Annual Budget](#) Report Save as Annual Budget Agency name ***Required**

Annual Budget FRSOFTB.xlsx

☒ **Outcomes and Goals Template** Save as Outcomes and Goals Agency name ***Required**

Outcomes and Goals FRSOFTB.pdf

☐ **Current state licenses or registrations**

***No files uploaded*

☒ **Local Agency Organizational Chart** Save as Org chart Agency name ***Required**

Org Chart FRSOFTB.pdf

☒ **Program Job Descriptions, if funding supports salaries if applicable** Save as Job Descriptions Agency name

Job descriptions FRSoftB.pdf

☐ [Housing First Checklist, if applicable](#) Save as Housing First Agency name

***No files uploaded*

☐ **Shelter Entrance Criteria, if applicable** Save as Shelter Entrance Criteria Agency name

***No files uploaded*

☒ [Data Control Questionnaire](#) Save as Data Control Questionnaire Agency Name ***Required**

Data Control Questionnaire FRSOFTB.pdf

☒ [HS E-Verify Affidavit](#) Save as Everify Agency name ***Required**

Everify FRSOFTB.pdf

☒ **Board Member List, Including mailing and email addresses and phone numbers, if applicable** Save as Board Members Agency name

☐ Accreditation, if applicable Save as Accreditation Agency name

***No files uploaded*

☒ [Human Trafficking Affidavit](#) Save as Human Trafficking Agency Name ***Required**

Human Trafficking FRSOFTB .pdf

☐ Travel / Mileage policy if funding is requested Save as Travel policy Agency name

***No files uploaded*

☐ Conflict of Interest Policy if available Save as Conflict of Interest Agency name

***No files uploaded*

☐ Program Policy and Procedures if available Save as Program Policy and Procedures Agency Name

***No files uploaded*

Submit

Completed by ed@frsoftb.com on 4/4/2025 3:46 PM

Case Id: 19157

Name: Florida Recovery Schools of Tampa Bay, Inc.

Address: *No Address Assigned

Certification

Once an application is submitted, it can only be "Re-opened" by an Administrator.

By clicking submit, I certify that I am an authorized representative of the proposing agency and the information contained in this application is true and accurate to the best of my knowledge and due diligence.

I also understand that applications are limited to one per organization, and if more than one application is submitted by my organization, only the most recent will be considered for funding.

Authorized Representative Signature

Tina Miller

Electronically signed by ed@frsoftb.com on 4/4/2025 3:46 PM

Date Submitted

04/04/2025

Program Description

Completed by alexia@reachstpete.org on 4/3/2025 5:28 PM

Case Id: 19173

Name: Reach Services Inc

Address: *No Address Assigned

Program Description

Please provide the following information.



Social Action Funding Application for the funding period of October 1, 2025 - September 30, 2026

**Pinellas County Board
of County
Commissioners**
Human Services
440 Court St, 2nd Floor
Clearwater, FL 33756

Pinellas County Human Services is accepting applications from qualified non-profit organizations desiring to provide social services to low-income residents of Pinellas County.

The Social Action Grant Program provides funding to social service organizations for priority services that directly support Pinellas County.

The attached Social Action Grant Program application instructions outline the competitive process for the selection of organizations to receive Social Action Funding Grants as allocated by the Pinellas County Board of County Commissioners (Board) for FY 2026

Funding applications are limited to a minimum of \$10,000.00 and a maximum of \$150,000.00. Only one (1) application may be submitted per agency. Applicants may apply for either a large award (\$100,000.00 - \$150,000.00), or a small award (\$10,000.00 - \$99,999.00). A maximum of five large awards will be made, with the remainder of funding allocated to small awards. The amount requested does not guarantee an award. Actual awards will be based on the recommendation of the review committee and approval of the Board. The funding priorities for the Social Action Grant Program are:

- **Food and Nutritional Services:** including food banks, meal delivery, congregate dining, and related supportive services.
- **Homeless Prevention and Supportive Services:** including homeless outreach and engagement, prevention and diversion services, system navigation, and shelter and housing support.
- **Healthcare and Human Services for Disadvantaged Residents:** including, but not limited to, specialized healthcare services, workforce development, life skills training and support, transportation or mobility assistance, chore services, health and hygiene support, and specialized mentoring or educational programs for disadvantaged populations.

- **Supportive Services for an Aging Population:** any of the above listed types of programs or additional supportive programs targeted to an aging population.

The submission deadline for all applications is April 4, 2025 at 4:00 PM (no exceptions). Organizations must utilize the online application through the Neighborly System. Please allow ample time for submission and technological challenges, as late applications will not be accepted. For questions regarding your application, please contact: Amanda Craft at acraft@pinellas.gov.

ELIGIBILITY CRITERIA

☒ The applicant organization must agree to the terms and conditions contained in the Pinellas County Social Action Program Agreement. **NO EXCEPTIONS** to the terms and conditions of the agreement will be permitted. The County reserves the right to update these terms and conditions from time to time and as needed to meet the needs of the County.

DISCLAIMER

☒ Pinellas County Government reserves the right to: 1) cancel the application process; 2) accept or reject any or all applications received; 3) waive any non-substantive deficiency or irregularity, waive or remedy any technical or immaterial errors; 4) request any necessary clarifications of proposal data without changing the terms of the proposal; 5) negotiate with any qualified applicant; 6) award a contract in what it believes to be the best interest of the County; 7) cancel the request, in part or its entirety, if it is deemed to be in the best interest of the County; 8) reject the program of any applicant that has previously failed to perform properly; 9) reject the program of any applicant who has failed to complete a contract within the specified timeframe; 10) reject the program of any applicant that is not in a position to fulfill a resulting contractual obligation.

EXCLUSIONS

The following are not eligible for Social Action Grant funding:

1. Capital Expenses
2. Improvements to Real Properties
3. Indirect Cost Rate (e.g. a fixed % of the program budget; direct costs are allowable)
4. Research studies or technical assistance
5. Employee or volunteer incentives
6. Legal fees or any expenses specifically related to criminal activity including court costs, citations, restitution, child support, alimony, or immigration related expenses
7. Alcohol, tobacco, firearms or lottery tickets
8. Expenses related to immigration or returning to country of origin
9. Gift Cards
10. Money orders
11. Property taxes
12. Vehicle purchases

FATAL CRITERIA

- Agency has not been incorporated in the State of Florida for a minimum of one (1) year.
- Agency does not have a 501 (c) (3) status for a minimum of one (1) year.
- Agency is not in compliance with an existing County contract at the time of submission.
- Agency's proposal is under/over the minimum (\$10,000.00)/ maximum (\$150,000.00).
- Application is late (system will not allow incomplete or late submissions).
- Application does not include a budget.

Please [CLICK HERE](#) to download a copy of the full program description.

☒ I acknowledge that I have clicked the above link and reviewed all program documentation.

Please [CLICK HERE](#) to download a copy of the Agreement.

☒ I acknowledge that I have clicked the above link and reviewed and agree to all terms.

Please [CLICK HERE](#) to view Frequently Asked Questions

NOTE: Incomplete applications will not be accepted by the system.

Eligibility

Completed by alexia@reachstpete.org on 4/3/2025 5:28 PM

Case Id: 19173

Name: Reach Services Inc

Address: *No Address Assigned

Eligibility

Please provide the following information.

1. Is the applicant organization a non-profit 501 (c) (3) organization for at least one (1) year and incorporated in the State of Florida for at least one (1) year prior to date of application? The program is funded by local tax revenue. As such, publicly funded organizations are not eligible for awards under this solicitation.

Yes

2. Is the applicant organization the organization providing the proposed services? Subcontracting of contractual services is prohibited.

Yes

3 Do the proposed programs/services serve residents of Pinellas County?

Yes

4. Is the mission of the applicant organization consistent with the goals of the Social Action Grant Program to address the health, economic, and social well-being of Pinellas County residents in need of assistance? The applicant organization must not discriminate against any applicant for employment or employee with respect to hire, tenure, terms, conditions or privileges of employment or any matter directly or indirectly related to employment or against any client because of age, sex, race, ethnicity, color, religion, national origin, disability, marital status, or sexual orientation.

Yes

5. Does the applicant organization discriminate against any person on the basis of age, sex, race, ethnicity, color, religion, national origin, disability, marital status or sexual orientation in admission, treatment, or participation in its programs, services and activities?

No

6. Do the programs proposed by faith-based organizations have a secular purpose, and do not require worship or religious instruction activities? Services provided by faith-based organizations must be available to all Pinellas County residents, not solely for congregation members.

N/A

7. Are you an individual seeking financial assistance for yourself or another individual?

No

A. Agency Information

Completed by alexia@reachstpete.org on 4/4/2025 12:36 PM

Case Id: 19173

Name: Reach Services Inc

Address: *No Address Assigned

A. Agency Information

Please provide the following information.

LEGAL AGENCY INFORMATION (FOR CONTRACT)

A.1. Legal Organization Name

Reach Services Inc

A.2. DBA (if applicable)

Reach St.Pete

A.3. Legal Address

6157 31st Ave N Saint Petersburg, FL 33710

PROJECT INFORMATION

A.4. Program Name/Project Title

Fresh & Connected

A.5. Summary - provide a brief summary of program and how funding would be utilized.

Reach St. Pete's Fresh & Connected program is designed to eliminate barriers to nutrition access for those experiencing homelessness, housing insecurity, poverty, and at-risk situations. There are three components to our Fresh Connections grocery program: 1) grocery pick up at our brick and mortar location; 2) grocery delivery direct to people's homes; and 3) our mobile grocery store bus. A portion of this grant will help fund a Food Operations & Transit Driver who will be responsible for food procurement, transportation, and inventory management for Reach St. Pete's grocery programs, a crucial role in fulfilling our mission. The remainder of funds will go towards a new effort to ensure Reach St. Pete can provide niche nutritional food options for those who have specific nutritional needs, and towards operational supplies and support to provide upkeep on our brick and mortar grocery pantry.

A.6. Physical Program Address

6000 38th Ave N Saint Petersburg, FL 33710

APPLICATION CONTACT INFORMATION

A.19. First Name

Alexia

A.20. Last Name

Morrison

A.21. Contact Person/Title

Executive Director

A.22. Contact Email

alexia@reachstpete.org

A.23. Telephone

7275999638

A.24. Executive Officer with signing authority First Name

Alexia

A.25. Executive Officer with signing authority Last Name

Morrison

A.26. Executive Officer Title

Executive Director

A.27. Executive Officer Email

alexia@reachstpete.org

A.28. Executive Officer Phone Number

(727) 599-9638

A.7. Program Manager First Name

Douglas

A.8. Program Manager Last Name

Bladen

A.9. Program Manager Title

Programs & Communications Manager

A.10. Program Manager Email

info@reachstpete.org

A.11. Program Manager Phone Number

(727) 275-8655

A.12. Social Action Funding Priority Area

Note: Only one (1) application may be submitted per organization. If more than one is submitted, only the first will be considered for funding.

Food and Nutritional Services

A.13. Funding Category **ONLY SELECT ONE**

☒ \$10,000.00-\$99,999.00

☐ \$100,000.00-\$150,000.00

A.14. Total Amount Requested

Note: Max request is \$150,000.00

\$75,000.00

A.15. Taxpayer/Employer ID

824672063

A.16. Unique Entity Identifier (UEI- Federal SAM.GOV Number, if registered

KVW1PPBA1349

A.17. Date of incorporation in Florida

02/22/2018

A.18. Date of 501(c)(3) Status

02/22/2018

B. Organization Profile

Completed by alexia@reachstpete.org on 4/4/2025 8:57 AM

Case Id: 19173

Name: Reach Services Inc

Address: *No Address Assigned

B. Organization Profile

Please provide the following information.

B.1. Describe how the mission and purpose of the agency align with the funding priority area.

The mission of Reach St. Pete is to provide essential resources to individuals experiencing financial hardships, inequities, homelessness, or at-risk situations while removing barriers that hinder access to a better life. Reach St. Pete's mission aligns with Pinellas County's priority funding area of Food and Nutritional, providing the following services: Grocery Pick Up - Community members can access free and fresh groceries at our facility by filling out an application with a menu to choose from and select a pick up time and date that works best for them. Grocery Delivery - For those who have mobility and/or transportation issues, this program allows community members to select their own groceries from their home and have a Reach St. Pete team members deliver them directly to their residence. Pop Up Pantry - A retired PSTA bus converted into a mobile grocery pantry. We take the bus into neighborhoods in need throughout the year, where they can access fresh food for themselves and their families. All of the grocery opportunities also include the ability for community members to select hygiene products, household supplies, and infant needs, helping to meet the basic needs everyone should have access to regardless of life circumstances. We also provide wrap-around services that meet the goals of our mission to remove barriers that hinder access to a better life. This includes after school education in partnership with the United Way Suncoast, which is dedicated to empowering Pinellas County students who are experiencing homelessness, low-income, or at-risk situations by helping them achieve grade-level reading proficiency by third grade—a critical milestone for long-term educational success. The program's core is one-on-one tutoring that emphasizes phonics, vocabulary building, and literacy assessments. Recognizing the unique challenges these students face, Reach St. Pete also provides comprehensive support beyond academics. Free transportation, snack packs, school supplies, and take-home dinners help address their immediate needs, allowing them to focus on learning without added stress. For the adults we serve, wrap around service opportunities include rental and bill assistance and help with navigating the other agencies and resources available throughout Pinellas County. Maintaining a welcoming, dignified experience for those we serve is a priority for Reach St. Pete. Those we serve through our grocery program participate in a choice-based model, allowing for personal selection from a culturally relevant menu of fresh fruits, vegetables, proteins, and pantry staples that meet dietary and health needs. This approach ensures food assistance is personalized, equitable, and empowering.

B.2. Describe your board membership and how the board is reflective of the target population.

The Reach St. Pete Board is a strong reflection of the communities we serve. Our Board includes three people of color, representing 50% of the population we support. We also have one member of the LGBTQIA+ community and one Hispanic member, collectively representing approximately 6% of those we serve. Lastly, we have one Board member who has experienced homelessness, bringing valuable firsthand insights to our mission. All Board members live and/or work in Pinellas County, ensuring a deep connection to the community.

B.3. Explain the organization's experience relevant to the proposed priority area.

Reach St. Pete was founded as a 501(c)(3) in 2018. Since then, our innovative model serves over 6,500 individuals annually and distributes over 101,000 pounds of food annually. In 2022, we launched Florida's first and only mobile grocery store bus in partnership with PSTA, bringing accessible, fresh groceries to priority zip codes. In 2022, we got our

first brick-and-mortar facility, expanding our reach and providing more grocery and nutrition options. Our grocery delivery program began in 2019, bridging gaps for homebound individuals, families without transportation, those with chronic illnesses or mobility issues, and those unable to reach food pantries. We distributed over \$72,000 directly to clients last year, alleviating financial burdens for those experiencing homelessness, low-income, or at-risk situations. Additionally this past year we resolved 708 social work cases, and 80% of students experiencing homelessness in our after-school tutoring program made progress or achieved grade-level reading by 3rd grade. We've also implemented a choice-based model that offers a dignified and empowering experience for those we serve. Instead of settling for unhealthy or unwanted items that are pre-boxed, participants can choose from a menu with the same quality foods found in grocery stores. Our application process allows individuals to specify the items that matter most to them, ensuring they receive what they truly need—never just what's left over.

B.4. Describe your onboarding process and program implementation timeline across the organization and for this program.

At Reach St. Pete, we have established a comprehensive onboarding process designed to seamlessly integrate new staff and volunteers into our operations. This process includes in-depth orientation sessions that cover our mission, organizational policies, and standard operating procedures. Additionally, we provide role-specific training to ensure each individual is well-prepared to fulfill their responsibilities effectively. Lastly we cover staff certificates, and programming to enhance their knowledge and professional development. While our current location for part of our programming operates from 5501 31st St S St.Petersburg Florida, our operations have expanded to an additional site at 6000 38th Ave N St.Petersburg Florida to include a Grocery Pick-Up and Delivery Center. This new facility serves as the central hub for our food distribution efforts, complementing our existing Grocery Delivery Program and Pop-Up Pantry services. The integration of this center into our operations has enhanced our capacity to serve the community more efficiently and effectively. We continuously monitor and evaluate our operational processes to ensure the highest standards of service delivery with both monthly review sessions and quarterly strategy sessions to further improve and implement any feedback. This proactive approach allows us to promptly address any challenges that may arise, thereby maintaining the quality and reliability of the services we provide to the community.

C. Community Needs

Completed by alexia@reachstpete.org on 4/4/2025 3:23 PM

Case Id: 19173

Name: Reach Services Inc

Address: *No Address Assigned

C. Community Needs

Please provide the following information.

C.1. Clearly identify the need to be addressed through the proposed program.

Pinellas County faces a critical nutritional access gap affecting specific vulnerable populations who cannot utilize traditional food security resources. While 12.8% of county residents experience food insecurity overall, our assessment identifies four underserved groups with disproportionate barriers to obtaining nutritious food: Working families in identified food deserts: Since the 2017 over 3,000 residents in South St. Petersburg live more than one mile from fresh food retailers without adequate transportation options. Recent county transportation surveys indicate that 42% of these residents have no regular access to a vehicle. Residents with mobility limitations under 60: County data shows approximately 5,200 Pinellas residents under age 60 have mobility impairments that prevent grocery shopping, yet fall outside eligibility criteria for senior-focused food programs. These individuals often rely on convenience stores with limited nutritional options. Seniors over 60 with complex needs: While existing senior nutrition programs serve many older adults, approximately 2,800 seniors in Pinellas County require specialized nutritional support due to health conditions, dietary restrictions, or cultural preferences. Additionally, Pinellas County's senior population is projected to grow by 15% over the next five years, further straining current resources for those on fixed incomes. Economically strained households above SNAP thresholds: Rising food costs have created a growing "nutrition gap" for middle-income families. Local food pantry data shows a 34% increase in first-time visitors earning between \$45,000-\$65,000 annually who report sacrificing fresh produce and protein purchases due to budget constraints. Together, these populations represent a significant nutrition access challenge that traditional food assistance programs fail to address adequately. While food pantries provide emergency support, they typically offer pre-selected, often processed foods that limit nutritional value and choice. Our program specifically addresses these needs and more by expanding our successful choice-based mobile grocery, delivery, and pick-up services targeting these identified populations. By providing comprehensive grocery access with nutritional education components, access to a registered dietitian, and monthly recipes with everything needed to make them provided, we create sustainable pathways to improved health outcomes while addressing immediate food security needs in Pinellas County.

C.2. Provide current supporting statistics or data specific to Pinellas County such as needs assessments, interviews, waiting lists, surveys, trends and/or analyses to demonstrate the need described in C1.

Food insecurity affects 10.6% of Pinellas County residents—over 102,000 individuals struggling to access adequate nutrition. While our program targets vulnerable populations, we serve all food-insecure residents throughout the county. Children and Seniors: -Nearly 39,000 children (24% of the county's youth) experience food insecurity, with over half qualifying for free/reduced lunch. -14% of seniors are classified as low-income, with 2,800 currently waitlisted for specialized nutrition services. -Approximately 5,200 residents under age 60 have mobility impairments preventing grocery shopping. Geographic and Transportation Barriers: -36,800+ low-income residents live in USDA-designated food deserts. -42% of food desert residents lack regular vehicle access. -Residents in these areas travel 3.2 miles on average to reach the nearest grocery store, compared to county average of 0.8 miles. Health Implications: -46% of food-insecure residents report being diabetic. -73% don't consume enough fruits and vegetables daily. -Poor nutrition contributes to chronic conditions including obesity, heart disease, and diabetes. Economic Pressures: -34% increase in middle-income food pantry visitors (\$45,000-\$65,000) between 2023-2024. -Food costs increased 17.3% in Pinellas County over the past

two years, while median wages increased only 5.8%. -Existing food assistance programs often provide insufficient benefits and lack nutritional quality and choice. Program-Specific Evidence: -Client assessments identified choice in food selection as "very important"(94%), receiving access to a large variety of fruits and vegetables (89%), and culturally appropriate options (73%) as "very important" 87% of mobile grocery participants report improved dietary quality after three months. Our volume in clients have grown 38% in the past year, with 347 households being our average amount served on a bi-weekly basis. These statistics demonstrate the urgent need to expand our innovative grocery access solutions—delivery services, mobile pantry programs, and centralized pickup—all utilizing our choice model that empowers residents to select nutritious foods meeting their specific needs. Our approach addresses both geographic barriers and nutritional quality through a dignified service that directly responds to documented food insecurity challenges across Pinellas County demographics.

C.3. Is the program new and innovative, or is funding sought to expand capacity or service in an existing program, or continuation of current funding? No points to be assessed for this question.

Expand Capacity or Service

C.4. If new and innovative, discuss what is currently being done in the community to address the need and how this program differs to provide better results. If expanding capacity, describe the current services available in the community, numbers unserved, and how the proposed program will reduce the number of unserved. If continuation of funding discuss what has been done to obtain alternate funding?

Our program represents both an innovative approach and an expansion of capacity to address the critical food insecurity challenges in Pinellas County. Current Community Services and Gaps: Traditional food assistance in Pinellas County primarily consists of: -Fixed-location food pantries requiring transportation to access -Pre-packaged food boxes with limited nutritional variety -Senior-specific programs that exclude younger populations -SNAP benefits that often fall short of meeting full nutritional needs While these services provide valuable assistance, they collectively leave approximately 31,000 food-insecure Pinellas residents without adequate support due to transportation barriers, dietary restrictions, or scheduling conflicts. Additionally, wait lists for existing services have increased by 47% in the past year. Our Innovative Approach: Reach St. Pete's program differs in three fundamental ways: Client Choice Model: Unlike standard food distributions, our program empowers clients to select their own groceries—mirroring a traditional shopping experience. This approach reduces food waste by 36% compared to pre-packaged models and significantly increases consumption of fresh produce according to our client surveys. Multi-Channel Distribution System: By offering mobile grocery service, home delivery, and centralized pickup options, we eliminate transportation barriers that prevent many residents from accessing traditional food assistance. This comprehensive approach reaches populations completely missed by fixed-location services. Integrated Nutrition Support: Our program embeds nutrition education, registered dietitian consultations, and complete recipe ingredients for healthy meal preparation. This holistic approach addresses not just food access but long-term nutritional outcomes. Capacity Expansion Strategy: Our current services reach over 6,000 individuals annually but volume in those needing our specific service has increased over 38% in the past year. This expansion will: -Increase our mobile grocery locations from 4 to 7 weekly sites -Expand delivery capacity from 300 to 500 households weekly -Extend pickup center hours to include evenings and weekends These enhancements will eliminate our current volume constraints and create capacity to serve an additional 800 food-insecure residents, reducing the unserved and underserved populations. Funding Sustainability: We have actively pursued diversified funding to ensure program sustainability: -Secured \$100,000 for the next fiscal year operations from a single local Foundations investment. -Developed partnerships with three local food distributors and one farm providing over \$250,000 worth of food annually. -Secured a \$50,000 partnership with The City of St.Petersburg for food insecurity and nutrition. This grant will accelerate our capacity while we continue implementing our sustainability plan to achieve 70% of funding within three years.

If currently funded, please provide outcomes/utilization/success?

☐ Outcomes/Utilization/Success

***No files uploaded*

C.5. Describe how the proposed program will coordinate with existing programs in the community. If program is working with partners, please include a collaborative letter showing how both sides would be working on project.

Continuum of Care (CoC) and HMIS Integration: We participate in the Pinellas County CoC coordinated entry system and utilize the Homeless Management Information System (HMIS) to track client services, enabling seamless referrals and preventing service duplication. This data-sharing approach ensures that food insecurity is addressed as part of comprehensive homeless prevention efforts. Homeless Leadership Alliance: As an active member of the Alliance, we coordinate with multiple service providers through monthly case conferencing. This collaboration allows us to identify food-insecure individuals and families experiencing housing instability and provide targeted support as part of broader stabilization efforts. United Way Suncoast: As a funded partner, we participate in monthly collaborative calls that align our services with United Way's broader human services initiatives. This partnership provides technical assistance, outcome measurement support, and connects us with additional collaborations amongst providers. FIS Meetings: We co-convene quarterly meetings with regional food security stakeholders to coordinate service territories, share best practices, and address emerging community needs collectively. Florida Department of Health in Pinellas County: The Department of Health staff provide onsite nutrition education during our mobile grocery events. Additionally, their community health workers refer clients with diet-related health conditions to programs they may offer and when applicable to programs we offer. Healthy St. Pete: This partnership enhances our nutrition education component through workshops and educational materials that promote healthy eating on limited budgets. City of St. Petersburg Parks and Recreation Centers: These locations serve as distribution points for our mobile grocery service, leveraging existing community gathering spaces and reaching residents who regularly utilize these facilities. Brick Street Farms: This innovative urban agriculture partner provides locally grown produce for our program, enhancing the quality and sustainability of our food offerings while supporting local food production. Our coordination approach includes: -Regular participation in cross-agency meetings to identify service gaps -Shared referral protocols with warm handoffs between partner agencies -Joint community outreach initiatives targeting underserved populations -Collaborative resource development to maximize collective impact This coordinated approach prevents fragmentation of services and ensures that food insecurity is addressed as part of comprehensive support for vulnerable Pinellas County residents.

Please upload Collaborative Letter

☒ Collaborative Letter

Letters of Support.pdf

D. Scope of Services

Completed by alexia@reachstpete.org on 4/4/2025 3:18 PM

Case Id: 19173

Name: Reach Services Inc

Address: *No Address Assigned

D. Scope of Services

Please provide the following information.

Program Specifics

D.1. Describe the proposed program. Services to be delivered should be clearly identified. Include information regarding evidence-based practices or best practice models used, if applicable.

Our program addresses food insecurity through three key services: 1. Mobile Grocery Service: Our converted bus visits 4 strategic locations in food deserts, providing consistent access to fresh produce, dairy, proteins, and essentials. 2. Home Delivery Program: Complete grocery orders delivered to residents with mobility limitations, transportation barriers, or barriers to food. 3. Community Pick-Up Center: Centralized location for pre-ordered groceries with expanded hours. Evidence-Based Approaches: Client Choice Model: Our services enable clients to select their preferred items rather than receiving pre-packaged boxes. Research shows this approach increases consumption of nutritious foods by 42%, reduces waste by 36%, and preserves dignity. Nutrition Integration: Services include registered dietitian consultations, cooking demonstrations, recipe cards, and food preparation guidance. Research confirms combining food access with practical nutrition education and supplies improves dietary choices and health outcomes. Community-Based Design: We involve participants in program development, a method proven to increase intervention effectiveness and cultural responsiveness, particularly in underserved communities. Trauma-Informed Approach: Staff training emphasizes dignity-centered service, recognizing food insecurity often accompanies other stressors. Studies show this approach reduces psychological distress while improving program utilization. Our multi-faceted model aligns with current best practices and addresses both immediate food access and long-term nutritional outcomes while fostering self-sufficiency—proven to be more effective than traditional methods.

D.2. What will the funding be used to purchase or pay for to support the program? This should align with the attached Annual Budget and Operational Narrative and the selected priority area (A.12. of the application). Include how does this funding request supplement, not duplicate, current program funding?

Pinellas County's Social Action Funding will be strategically allocated to expand our comprehensive food access initiative without duplicating existing funding sources as follows: \$40,000 - Food Operations & Transit Driver This critical full-time position will manage food procurement, transportation logistics, and inventory management across all three program components. The staff member will coordinate mobile grocery routes, organize delivery schedules, and ensure our pick-up center maintains adequate inventory—activities currently stretched among existing staff, limiting program capacity. \$15,000 - Facility Rent & Utilities This allocation covers the proportional costs of program facility space including storage facility rent for food inventory, Utilities for refrigeration and freezer systems to maintain food safety, and a portion of The Community grocery pick-up center. \$15,000 - Nutritional Food Access Enhancement Funds will secure specialized food inventory not typically available through food bank donations or at discounted rates, including Fresh fruits and vegetables, Culturally diverse food options for diverse populations, and Dietary-specific items for medical needs (gluten-free, low-sodium, diabetic-friendly). \$2,500 - Program Supplies Funds will provide essential operational supplies including Food storage containers and shelving systems, Digital inventory management tools, Software for inventory and administration, Client choice display materials, Food safety equipment and administration supplies. \$2,500 - Community Outreach and Education This allocation supports Multilingual program information materials, creation of Nutrition

education materials and recipe cards, Community awareness campaigns in targeted neighborhoods, Signage for mobile grocery locations and food services. This funding request supplements rather than duplicates our existing program funding by specifically addressing expansion barriers. Current funding sources cover basic operations but leave critical gaps in specialized food procurement, dedicated transportation logistics, facility costs, and outreach to underserved populations. Pinellas County funding will enable us to serve an additional 800 residents while enhancing nutritional quality and choice—elements directly aligned with the county's priority to increase food security through innovative service delivery models.

D.3. Describe program services including frequency, duration and intensity. Example: Weekly financial literacy sessions for 20 clients for 6 months or completion of curriculum.

Reach St. Pete's Grocery Pick-Up and Grocery Delivery services operate on the second and fourth Thursdays of each month, from 11:30 AM to 6:00 PM. To accommodate increased demand and address special circumstances, these services occasionally extend to weekends as needed. The Pop-Up Pantry, a mobile grocery store bus, conducts events at multiple sites a minimum of four times annually. Additional events are scheduled during holidays, special occasions, and for emergency relief efforts to further support the community.

D.4. What is the target population and eligibility criteria for the program?

Our Comprehensive Food Access Initiative is designed with inclusivity at its core, serving any Pinellas County resident experiencing food insecurity without rigid qualification barriers. Target Populations: Our program welcomes anyone facing food access challenges, with particular attention to those experiencing: Food Insecurity: Identified through brief screening questions that assess consistent access to sufficient nutritious food. Financial Hardships: Including but not limited to job loss, reduced hours, unexpected expenses, or medical bills. Access Barriers to Traditional Food Resources: Including transportation limitations, mobility challenges, conflicting work schedules, caregiving responsibilities, or geographic isolation. Health-Related Dietary Needs: Including chronic illnesses requiring specialized nutrition, dietary restrictions, or medical conditions affecting food preparation ability. Housing Instability or Homelessness: Providing adaptable food options suitable for various living situations. Systemic Inequities: Including residents of historically underserved neighborhoods or groups experiencing disproportionate food access challenges. Eligibility Approach: Our program employs a dignity-centered eligibility process that: -Recognizes self-identified need as the primary qualification -Requires minimal documentation (basic identification and Pinellas County residence) -Online application that can be completed by calling or texting us or filling it out online -Places no strict income thresholds on participation This inclusive, low-barrier approach ensures that anyone experiencing food insecurity in Pinellas County can access our services without facing intimidating or complex qualification procedures. We believe that when someone seeks food assistance, that act itself demonstrates genuine need.

D.5. Provide the geographic service area(s) and hours and days for the program during contract period.

All food services serve any zip code in Pinellas County. Grocery distributions whether pick up, delivery are available every second and fourth Thursday from 11:30am-6:00pm. Our Mobile grocery store bus schedule will be announce in May of 2025 include 2-4 sites per operation. As it stands now our bus goes to Enoch Davis Center, Campbell Park Recreation Center, Pinellas Hope, and Northside Baptist Church one time per quarter as event style programming in partnership with other agencies and services to gain access to more than groceries and nutrition but speaking to overall social detriments of health. We expect these to be expanded upon as data evaluators review our current data thus far.

D.6. Describe the program staff, including qualifications, expertise, and credentials, if required.

Executive Director: Provides strategic leadership with 10+ years nonprofit experience specializing in social determinants of health and a Bachelors of Science. She oversees program design, partnership development, and resource allocation while ensuring programs align with evidence-based practices. She won 2023 Amgen biotech Health Equity award and USF Fast 56. Registered Dietitian: Develops nutritionally balanced food selections and versatile recipes accommodating

various cooking equipment limitations. Creates monthly recipe cards, conducts cooking demonstrations, and provides individualized nutrition guidance for clients with health conditions. Program and Communications Manager: Over 20 years of experience in operations, data systems, and management, while developing workflows that track service utilization. Implements program execution and outcomes. Food Operations & Transit Driver: Coordinates food procurement, transportation logistics, and inventory management across all service models. Requires food handling safety certification and expertise in routing efficiency to maximize mobile grocery and delivery operations. Volunteer & Community Engagement Coordinator: Recruit, train, and manage volunteers while serving as liaison with community partners, schools, and corporate supporters to expand service capacity. Social Worker: Provides wraparound support services including needs assessments, resource navigation, and referrals to additional community resources. Helps clients access benefits and address underlying causes of food insecurity. USF Social Work Students (BSW and MSW level) Through formal partnership with USF's School of Social Work, supervised practicum students support service delivery and follow-up care while gaining specialized training in food security interventions. All staff receive ongoing professional development in trauma-informed service delivery and cultural competence.

E. Program Outcomes and Goals

Completed by alexia@reachstpete.org on 4/4/2025 3:20 PM

Case Id: 19173

Name: Reach Services Inc

Address: *No Address Assigned

E. Program Outcomes and Goals

Please provide the following information.

E.1. Describe the goal(s) of the program using the Program Goals and Outcomes Template [Program Goals and Outcomes Template](#). Please download, complete, and upload below. Include for each goal being addressed:

- **Outcomes** - *Describe the changed state in the program participants or broader community that can be measured and identified. Include % change.*
- **Indicators** - *Identify qualitative and quantitative indicators to measure the outcomes.*
- **Methods of Evaluation** - *Identify how these outcomes will be measured (e.g. surveys, staff observation, program plans, assessments, self-reports.*
- **Measurement Intervals** – *Identify when the measures will be captured. (The goals and objectives must be measurable within a twelve (12) month period.)*



Outcomes and Goals Template Save as Outcomes and Goals Agency name *Required

FY24 SAF Outcomes and Goals Template.pdf

E.2. What information will be collected to demonstrate program success?

To demonstrate the success of our Fresh and Connected program, we will collect the following information through practical, low-burden methods: Service Delivery Metrics: Number of unique households served monthly and cumulatively -Total individuals served across all program components (mobile, delivery, pick-up) -Number of new clients enrolled each month -Geographic distribution of clients by zip code -Pounds of food distributed, particularly fresh produce and nutritionally dense items -Number of recipe cards and nutrition education materials distributed Food Security Measures: -Client responses to brief food security assessments at intake and follow-up -Self-reported improvements in food sufficiency between service interactions -Reduction in emergency food needs among recurring clients -Self-reported stress reduction related to food access Nutritional Impact Data: -Client selection patterns of food categories (produce, proteins, grains) -Reported consumption of fresh fruits and vegetables -Usage rates of provided recipes and cooking resources -Client feedback on ability to maintain nutritious diet with program support -Self-reported health management improvements related to nutrition Service Accessibility Information: -Client-reported transportation barriers -Feedback on convenience of service delivery methods -Satisfaction ratings regarding service times and locations -Reported ease of accessing program services Behavioral Change Indicators: -Reported increases in home cooking frequency -Utilization of nutrition education resources -Optional photo sharing of prepared meals -Self-reported dietary improvements All data will be collected through streamlined methods including brief intake forms, simple feedback cards at service points, basic service logs for each distribution method, verbal check-ins during repeat visits, and quarterly follow-up surveys. This integrated approach will provide compelling evidence of program impact while remaining practical for both staff implementation and client participation.

E.3. Describe how client/individual data is collected. (Please be specific on the platform your program uses if you collect data electronically, and the interval at which data is collected)

HMIS (Homeless Management Information System) -Captures client demographics, housing status, and eligibility

Printed By: Amanda Craft on 4/7/2025

15 of 22

information -All intake forms completed online by admin -Data automatically populated into reporting dashboards
Monday.com Platform: -Tracks all service delivery metrics and program operations -Digital feedback forms with auto-population features -Custom dashboards for food inventory, distribution statistics, and client outcomes -Social workers enter detailed case notes for verbal communications, capturing qualitative feedback and client needs expressed during conversations
Collection Process: -All client interactions use digital forms at service points for intake, post-service, and follow ups. -Automated data sync between systems occurs daily. -Reporting dashboards update in real-time with each new entry. -Social workers document verbal feedback and observations in structured note fields during or immediately after client interactions. This digital-first approach eliminates duplicate data entry, ensures accuracy, and allows our staff to focus on client service rather than administrative tasks while still collecting the comprehensive data needed to demonstrate program success.

F. Budget

Completed by alexia@reachstpete.org on 4/4/2025 3:16 PM

Case Id: 19173

Name: Reach Services Inc

Address: *No Address Assigned

F. Budget and Financial Sustainability

Please provide the following information.

F.1. Total Agency budget for entire organization (local) This should be the largest amount.

\$580,464.98

F.2. Total Program budget. Amount currently allocated to fund the program with the requested Social Action Funding.

\$275,000.00

F.3. Total Pinellas County Social Action Funding request.

\$75,000.00

F.4. What percentage of the program budget will be funded with Pinellas County Social Action Funding?

27.27%

F.5. What other funders also financially support this program? To include the amount of funding and what those funds are used for.

Speer Dream Foundation: \$100,000 City of St.Petersburg: \$50,000 United Way Suncoast: \$25,000 Publix Charitable: \$4,000 + In-kind donations Whole Foods: \$10,000

F.6. What other Pinellas County funding does the organization receive for any and all programs?

Community Foundation of Tampa Bay: \$25,000 Installed Building Products Foundation: \$55,000 Allegany Franciscan Ministries: \$5,000 Pinellas Community Foundation: \$30,000

F.7. Describe the organizations plan for financial and program sustainability beyond fiscal year 2026.

Reach St. Pete is dedicated to ensuring the long-term sustainability of its programs and financial health beyond FY 2026 through a comprehensive strategy. This strategy focuses on diversifying funding streams by actively pursuing grants from local, state, and national foundations aligned with our mission, enhancing donor engagement through targeted campaigns to increase individual and corporate donations. We are also committed to forming strategic partnerships with local organizations, businesses, and government agencies to share resources, reduce costs, and increase program impact. In addition, we are investing in capacity building by enhancing staff development and organizational infrastructure to improve operational efficiency and program effectiveness. This includes training in best practices, technology upgrades, and process improvements. Strengthening community engagement through outreach and involvement is another key component, ensuring our programs are responsive to evolving community needs. Furthermore, we are engaging in advocacy efforts to influence policies that support our mission, creating a more favorable environment for program sustainability. Through these strategies, Reach St. Pete aims to maintain and expand its services, ensuring a long-term positive impact in the community beyond FY 2026.

F.8. Please download and complete the [Annual Budget](#) form.



Annual Budget Narrative *Required

FY26 Annual Budget Report 2 (dragged).pdf

G. Required Documents

Completed by alexia@reachstpete.org on 4/4/2025 3:02 PM

Case Id: 19173

Name: Reach Services Inc

Address: *No Address Assigned

G. Required Documents

Please upload the following documents.

Documentation



Proof of 501(c)(3) status save as 501c3 Agency name *Required

REACH SERVICES INC EIN Tax Status.pdf



Proof of incorporation in the State of Florida for at least one (1) year Save as Incorporation Agency name

***Required**

Sunbiz Reach Services Inc.pdf



Most Recent Financial and Single Audit (required if available) or IRS Form 990 (only if audit unavailable) Save as Audit Agency name *Required

2022-2023_ 990 Tax Return.pdf



W-9 with legal name which matches that of applicant name Save as W9 Agency name *Required

Reach St.Pete W9.pdf



Current Certificate of Insurance Save as Insurance Agency Name *Required

reach Prog coi.pdf



Completed [Internal Control Checklist](#) Save as Internal Control Checklist Agency name *Required

Internal Control Checklist Reach Services Inc.pages

☒ [Annual Budget](#) Report Save as Annual Budget Agency name ***Required**

Reach St.Pete: 24'-25' Annual Operating Budget.pdf

☒ [Outcomes and Goals Template](#) Save as Outcomes and Goals Agency name ***Required**

FY24 SAF Outcomes and Goals Template.pdf

☐ [Current state licenses or registrations](#)

****No files uploaded**

☒ [Local Agency Organizational Chart](#) Save as Org chart Agency name ***Required**

Reach St.Pete .png

☒ [Program Job Descriptions, if funding supports salaries if applicable](#) Save as Job Descriptions Agency name

Food Operations & Transit Driver.pdf

☐ [Housing First Checklist, if applicable](#) Save as Housing First Agency name

****No files uploaded**

☐ [Shelter Entrance Criteria, if applicable](#) Save as Shelter Entrance Criteria Agency name

****No files uploaded**

☒ [Data Control Questionnaire](#) Save as Data Control Questionnaire Agency Name ***Required**

Data Control Questionnaire-2.pdf

☒ [HS E-Verify Affidavit](#) Save as Everify Agency name ***Required**

Reach Services Inc Reach St.Pete.pdf

☐ [Board Member List, Including mailing and email addresses and phone numbers, if applicable](#) Save as Board Members Agency name

****No files uploaded**

☐ Accreditation, if applicable Save as Accreditation Agency name

***No files uploaded*

☒ [Human Trafficking Affidavit](#) Save as Human Trafficking Agency Name ***Required**

HumanTraffickingAffidavitFY26.pdf

☐ Travel / Mileage policy if funding is requested Save as Travel policy Agency name

***No files uploaded*

☒ Conflict of Interest Policy if available Save as Conflict of Interest Agency name

Conflict of Interest Policy - Reach St.Pete 2.pdf

☐ Program Policy and Procedures if available Save as Program Policy and Procedures Agency Name

***No files uploaded*

Submit

Completed by alexia@reachstpete.org on 4/4/2025 3:24 PM

Case Id: 19173

Name: Reach Services Inc

Address: *No Address Assigned

Certification

Once an application is submitted, it can only be "Re-opened" by an Administrator.

By clicking submit, I certify that I am an authorized representative of the proposing agency and the information contained in this application is true and accurate to the best of my knowledge and due diligence.

I also understand that applications are limited to one per organization, and if more than one application is submitted by my organization, only the most recent will be considered for funding.

Authorized Representative Signature

Alexia Morrison

Electronically signed by alexia@reachstpete.org on 4/4/2025 3:21 PM

Date Submitted

04/04/2025

Program Description

Completed by donorrelations@rmhctampabay.org on 4/4/2025
8:31 AM

Case Id: 19178

Name: Ronald McDonald House Charities of Tampa Bay

Address: *No Address Assigned

Program Description

Please provide the following information.



Social Action Funding Application for the funding period of October 1, 2025 - September 30, 2026

**Pinellas County Board
of County
Commissioners**
Human Services
440 Court St, 2nd Floor
Clearwater, FL 33756

Pinellas County Human Services is accepting applications from qualified non-profit organizations desiring to provide social services to low-income residents of Pinellas County.

The Social Action Grant Program provides funding to social service organizations for priority services that directly support Pinellas County.

The attached Social Action Grant Program application instructions outline the competitive process for the selection of organizations to receive Social Action Funding Grants as allocated by the Pinellas County Board of County Commissioners (Board) for FY 2026

Funding applications are limited to a minimum of \$10,000.00 and a maximum of \$150,000.00. Only one (1) application may be submitted per agency. Applicants may apply for either a large award (\$100,000.00 - \$150,000.00), or a small award (\$10,000.00 - \$99,999.00). A maximum of five large awards will be made, with the remainder of funding allocated to small awards. The amount requested does not guarantee an award. Actual awards will be based on the recommendation of the review committee and approval of the Board. The funding priorities for the Social Action Grant Program are:

- **Food and Nutritional Services:** including food banks, meal delivery, congregate dining, and related supportive services.
- **Homeless Prevention and Supportive Services:** including homeless outreach and engagement, prevention and diversion services, system navigation, and shelter and housing support.
- **Healthcare and Human Services for Disadvantaged Residents:** including, but not limited to, specialized healthcare services, workforce development, life skills training and support, transportation or mobility assistance, chore services, health and hygiene support, and specialized mentoring or educational programs for

disadvantaged populations.

- **Supportive Services for an Aging Population:** any of the above listed types of programs or additional supportive programs targeted to an aging population.

The submission deadline for all applications is April 4, 2025 at 4:00 PM (no exceptions). Organizations must utilize the online application through the Neighborly System. Please allow ample time for submission and technological challenges, as late applications will not be accepted. For questions regarding your application, please contact: Amanda Craft at acraft@pinellas.gov.

ELIGIBILITY CRITERIA

- ☒ The applicant organization must agree to the terms and conditions contained in the Pinellas County Social Action Program Agreement. **NO EXCEPTIONS** to the terms and conditions of the agreement will be permitted. The County reserves the right to update these terms and conditions from time to time and as needed to meet the needs of the County.

DISCLAIMER

- ☒ Pinellas County Government reserves the right to: 1) cancel the application process; 2) accept or reject any or all applications received; 3) waive any non-substantive deficiency or irregularity, waive or remedy any technical or immaterial errors; 4) request any necessary clarifications of proposal data without changing the terms of the proposal; 5) negotiate with any qualified applicant; 6) award a contract in what it believes to be the best interest of the County; 7) cancel the request, in part or its entirety, if it is deemed to be in the best interest of the County; 8) reject the program of any applicant that has previously failed to perform properly; 9) reject the program of any applicant who has failed to complete a contract within the specified timeframe; 10) reject the program of any applicant that is not in a position to fulfill a resulting contractual obligation.

EXCLUSIONS

The following are not eligible for Social Action Grant funding:

1. Capital Expenses
2. Improvements to Real Properties
3. Indirect Cost Rate (e.g. a fixed % of the program budget; direct costs are allowable)
4. Research studies or technical assistance
5. Employee or volunteer incentives
6. Legal fees or any expenses specifically related to criminal activity including court costs, citations, restitution, child support, alimony, or immigration related expenses
7. Alcohol, tobacco, firearms or lottery tickets
8. Expenses related to immigration or returning to country of origin
9. Gift Cards
10. Money orders
11. Property taxes
12. Vehicle purchases

FATAL CRITERIA

- Agency has not been incorporated in the State of Florida for a minimum of one (1) year.
- Agency does not have a 501 (c) (3) status for a minimum of one (1) year.
- Agency is not in compliance with an existing County contract at the time of submission.
- Agency's proposal is under/over the minimum (\$10,000.00)/ maximum (\$150,000.00).
- Application is late (system will not allow incomplete or late submissions).
- Application does not include a budget.

Please [CLICK HERE](#) to download a copy of the full program description.

☒ I acknowledge that I have clicked the above link and reviewed all program documentation.

Please [CLICK HERE](#) to download a copy of the Agreement.

☒ I acknowledge that I have clicked the above link and reviewed and agree to all terms.

Please [CLICK HERE](#) to view Frequently Asked Questions

NOTE: Incomplete applications will not be accepted by the system.

Eligibility

Completed by donorrelations@rmhctampabay.org on 4/4/2025
8:32 AM

Case Id: 19178

Name: Ronald McDonald House Charities of Tampa Bay

Address: *No Address Assigned

Eligibility

Please provide the following information.

1. Is the applicant organization a non-profit 501 (c) (3) organization for at least one (1) year and incorporated in the State of Florida for at least one (1) year prior to date of application? The program is funded by local tax revenue. As such, publicly funded organizations are not eligible for awards under this solicitation.

Yes

2. Is the applicant organization the organization providing the proposed services? Subcontracting of contractual services is prohibited.

Yes

3 Do the proposed programs/services serve residents of Pinellas County?

Yes

4. Is the mission of the applicant organization consistent with the goals of the Social Action Grant Program to address the health, economic, and social well-being of Pinellas County residents in need of assistance? The applicant organization must not discriminate against any applicant for employment or employee with respect to hire, tenure, terms, conditions or privileges of employment or any matter directly or indirectly related to employment or against any client because of age, sex, race, ethnicity, color, religion, national origin, disability, marital status, or sexual orientation.

Yes

5. Does the applicant organization discriminate against any person on the basis of age, sex, race, ethnicity, color, religion, national origin, disability, marital status or sexual orientation in admission, treatment, or participation in its programs, services and activities?

No

6. Do the programs proposed by faith-based organizations have a secular purpose, and do not require worship or religious instruction activities? Services provided by faith-based organizations must be available to all Pinellas County residents, not solely for congregation members.

N/A

7. Are you an individual seeking financial assistance for yourself or another individual?

No

A. Agency Information

Completed by donorrelations@rmhctampabay.org on 4/4/2025
2:10 PM

Case Id: 19178

Name: Ronald McDonald House Charities of Tampa Bay

Address: *No Address Assigned

A. Agency Information

Please provide the following information.

LEGAL AGENCY INFORMATION (FOR CONTRACT)

A.1. Legal Organization Name

Ronald McDonald House Charities of Tampa Bay, Inc.

A.2. DBA (if applicable)

A.3. Legal Address

35 Davis Blvd Tampa, FL 33606

PROJECT INFORMATION

A.4. Program Name/Project Title

Ronald McDonald House for Disadvantaged Citizens

A.5. Summary - provide a brief summary of program and how funding would be utilized.

The Ronald McDonald House core program provides temporary housing and comprehensive support services to families of seriously ill or injured children receiving critical medical treatment at local area pediatric hospitals. This program directly addresses the profound emotional and financial burdens faced by families during their child's hospitalization. Recognizing that disadvantaged citizens often experience exacerbated challenges due to limited resources, this grant will be utilized to specifically enhance our services for these vulnerable families.

A.6. Physical Program Address

401 7th Ave S St. Petersburg, FL 33701

A.7. Program Manager First Name

Meaghan

A.8. Program Manager Last Name

Chisolm

APPLICATION CONTACT INFORMATION

A.19. First Name

Joseph

A.20. Last Name

Citro

A.21. Contact Person/Title

7273662038

A.22. Contact Email

shughart@rmhctampabay.org

A.23. Telephone

7276207219

A.24. Executive Officer with signing authority First Name

Lisa

A.25. Executive Officer with signing authority Last Name

Suprenand

A.26. Executive Officer Title

CEO

A.27. Executive Officer Email

lsuprenand@rmhctampabay.org

A.28. Executive Officer Phone Number

(727) 620-7201

A.9. Program Manager Title

Director of Programs

A.10. Program Manager Email

mchisolm@rmhctampabay.org

A.11. Program Manager Phone Number

(727) 620-7216

A.12. Social Action Funding Priority Area

Note: Only one (1) application may be submitted per organization. If more than one is submitted, only the first will be considered for funding.

Healthcare and Human Services for Disadvantaged Residents

A.13. Funding Category **ONLY SELECT ONE**

☒ \$10,000.00-\$99,999.00

☐ \$100,000.00-\$150,000.00

A.14. Total Amount Requested

Note: Max request is \$150,000.00

\$27,000.00

A.15. Taxpayer/Employer ID

59-1835985

A.16. Unique Entity Identifier (UEI- Federal SAM.GOV Number, if registered

XTPLMKWJABY5

A.17. Date of incorporation in Florida

06/27/1978

A.18. Date of 501(c)(3) Status

10/30/1978

B. Organization Profile

Completed by donorrelations@rmhctampabay.org on 4/4/2025
1:21 PM

Case Id: 19178

Name: Ronald McDonald House Charities of Tampa Bay

Address: *No Address Assigned

B. Organization Profile

Please provide the following information.

B.1. Describe how the mission and purpose of the agency align with the funding priority area.

RMHCTB's mission to remove barriers to healthcare aligns directly with aiding disadvantaged residents. By offering free housing, meals, and support near hospitals, they tackle financial and logistical hurdles. Day Use services provide respite, while "Meals on the Go" ensure food security, crucial for healing. RMHCTB's family-centered approach reduces stress, vital for vulnerable children's health. By ensuring equitable access, RMHCTB bridges gaps, improving healthcare outcomes for disadvantaged families, directly fulfilling the funding priority.

B.2. Describe your board membership and how the board is reflective of the target population.

Our 28-member board reflects the diverse families we serve, including healthcare pros, nurses, and former RMH families. Their expertise ensures our programs meet real needs. Sports partners bolster community ties. Former families offer vital lived experience. While 35% female and 17% minority representation is a base, we're actively increasing diversity to mirror our population. Board members understand socioeconomic challenges, tailoring support. Diverse perspectives ensure RMH is responsive and empathetic, aiding disadvantaged families effectively.

B.3. Explain the organization's experience relevant to the proposed priority area.

The Ronald McDonald House experience is vital for disadvantaged residents facing medical crises. 52% of these families are minorities and 61% identify as low-income residents that are eligible for Medicaid. These houses offer temporary housing close to medical facilities, providing a nurturing environment. They accommodate families with private bedrooms, communal kitchens, dining areas, laundry facilities, and play areas. Proximity to healthcare minimizes travel time and expenses. Emotional support is fostered through shared experiences, reducing isolation. Accommodations at no cost offer financial relief and economic stability, allowing resources to be directed towards medical and other necessary needs. In summary, the Ronald McDonald House experience is a crucial resource within healthcare and human services for disadvantaged residents. By providing a supportive environment, proximity to healthcare, emotional and mental support, financial relief, practical amenities, and additional services, Ronald McDonald Houses address the unique needs of families navigating the challenges of a child's serious illness or injury. This holistic approach aims to ensure that disadvantaged residents can access the care and support they require during a vulnerable time, fostering hope and healing.

B.4. Describe your onboarding process and program implementation timeline across the organization and for this program.

The Ronald McDonald House program is an existing program that continues to operate 24/7. Hospital social workers provide ongoing referrals, ensuring immediate connection. Families apply and undergo a 24-hour Level 1 background check. Upon approval, accommodation is provided within 48 hours, minimizing disruption during critical medical times. To increase accessibility, an on-call guest room is being implemented for families facing background check barriers, allowing for immediate, temporary housing. We are also revising our background check policy to allow for more families to access our services. Pinellas families can access Day-Use services (meals, laundry, wellness room) immediately,

without application or checks. Onboarding includes initial contact via social workers, application and verification, and a comprehensive orientation upon approval. Staff provides continuous support, connecting families with resources. Day-Use users receive a brief introduction to amenities. This streamlined process ensures timely support, minimizing stress. We are committed to ongoing improvement, making our programs more accessible to the community.

C. Community Needs

Completed by donorrelations@rmhctampabay.org on 4/4/2025
1:26 PM

Case Id: 19178

Name: Ronald McDonald House Charities of Tampa Bay

Address: *No Address Assigned

C. Community Needs

Please provide the following information.

C.1. Clearly identify the need to be addressed through the proposed program.

The problem to be addressed through the Ronald McDonald House program is the significant burden faced by families with seriously ill or injured children who require medical treatment away from their home communities. These families often encounter numerous challenges, including the emotional stress of their child's illness, financial strain from medical expenses, and the logistical difficulties of finding affordable accommodations near medical facilities. The Ronald McDonald House program aims to alleviate these burdens by providing a supportive "home away from home" shelter for these families. By offering comfortable lodging and a supportive environment, the program enables families to stay close to their children during medical treatment without the financial and emotional strain of finding and paying for costly accommodations. This proximity facilitates ongoing involvement in their child's care and provides a sense of economic and mental stability during an already challenging time. The program recognizes that the well-being and support of families are vital components of a child's recovery. By providing a safe and nurturing environment, the Ronald McDonald House program not only helps alleviate financial stress but also fosters a sense of community among families going through similar experiences. This support network allows families to share their burdens, find solace in companionship, and access additional resources that contribute to their overall well-being. In addition to providing a free and safe accommodation for families, Ronald McDonald Houses also includes wrap-around services to support the overall well-being of families staying within the homes. This includes community partnerships such as Feeding Tampa Bay and BetterHelp to ensure families are able to receive basic necessities of healthy meals, along with mental health support.

C.2. Provide current supporting statistics or data specific to Pinellas County such as needs assessments, interviews, waiting lists, surveys, trends and/or analyses to demonstrate the need described in C1.

A 2022 CHNA, by local hospitals, highlights critical needs. 36% of survey respondents cite access to healthcare as a top issue, due to costs, transportation, and insurance. 41% flag mental health; 32% report depression/anxiety, citing affordability and access barriers. Focus groups note food access inequity. RMHCTB, with 29,200 annual family night capacity, saw 23,564 nights used in 2022 (81% occupancy), with 48 families waitlisted. This shows high demand for housing and support, reflecting the CHNA's access and financial hardship findings in Pinellas County.

C.3. Is the program new and innovative, or is funding sought to expand capacity or service in an existing program, or continuation of current funding? No points to be assessed for this question.

Expand Capacity or Service

C.4. If new and innovative, discuss what is currently being done in the community to address the need and how this program differs to provide better results. If expanding capacity, describe the current services available in the community, numbers unserved, and how the proposed program will reduce the number of unserved. If continuation of funding discuss what has been done to obtain alternate funding?

N/A

If currently funded, please provide outcomes/utilization/success?



Outcomes/Utilization/Success

RMHC Annual Report 2024.pdf

C.5. Describe how the proposed program will coordinate with existing programs in the community. If program is working with partners, please include a collaborative letter showing how both sides would be working on project.

There are several ways in which the program can be coordinated with existing programs: 1. Collaboration with local healthcare providers: Ronald McDonald House program often work closely with hospitals, clinics, and healthcare providers in the community. This collaboration allows for seamless communication and referral processes, ensuring that families in need are aware of the RMHTB services and can access them easily. 2. Networking with community support groups: Many communities have support groups for families dealing with specific medical conditions or situations. RMH programs can actively network with these groups to raise awareness about their services and provide additional support to families who may benefit from their accommodations. 3. Engaging volunteers from existing community programs: RMH program often rely on volunteers for various tasks such as meal preparation, housekeeping, and transportation assistance. Coordinating with existing community volunteer programs, such as Pinellas County Schools, helps recruit and engage volunteers to support the Ronald McDonald House program. 4. Fundraising events and partnerships: Collaborating with existing community programs, businesses, and organizations can help raise funds for the Ronald McDonald House program. This involves organizing joint fundraising events, seeking sponsorship from local businesses, and partnering with community foundations to secure financial support for the program's operations. 5. Education and awareness campaigns: Coordinating with existing community programs allows for the dissemination of information about the Ronald McDonald House program and its services. RMH program typically strives to establish strong relationships with various community stakeholders to ensure that families receive comprehensive support during challenging times.

Please upload Collaborative Letter



Collaborative Letter

Ronald McDonald House at Johns Hopkins All Children's.pdf

D. Scope of Services

Completed by donorrelations@rmhctampabay.org on 4/4/2025
1:48 PM

Case Id: 19178

Name: Ronald McDonald House Charities of Tampa Bay

Address: *No Address Assigned

D. Scope of Services

Please provide the following information.

Program Specifics

D.1. Describe the proposed program. Services to be delivered should be clearly identified. Include information regarding evidence-based practices or best practice models used, if applicable.

The Ronald McDonald House (RMH) program is a widely recognized initiative that provides temporary lodging and support services to families of seriously ill or injured children receiving medical treatment. While the program does not operate as a clinical or therapeutic service, it incorporates best practice models to create a supportive environment for families in need. Houses can accommodate up to 80 families daily. One best practice model utilized by the Ronald McDonald House program is the "home away from home" concept. By offering a comfortable and homelike environment, the program aims to alleviate the emotional and logistical burdens faced by families during their child's medical journey. This model recognizes the importance of a supportive and nurturing atmosphere for families, allowing them to maintain a sense of normalcy during a challenging time. In terms of evidence-based practices, the Ronald McDonald House program focuses on providing social support and fostering a sense of community among families. Research has consistently shown the positive impact of social support on psychological well-being and coping mechanisms. By bringing together families who are facing similar challenges, the program allows for shared experiences, mutual understanding, and emotional support. This communal aspect plays a crucial role in helping families cope with the stress and isolation that often accompany a child's serious illness or injury. Moreover, the program emphasizes the importance of proximity to healthcare facilities. By strategically locating Ronald McDonald Houses near hospitals and medical centers, families have easier access to their child's medical team, reducing travel time, and minimizing logistical challenges. This practice aligns with evidence-based recommendations for improving health outcomes, as studies have shown that proximity to healthcare positively impacts patient adherence to treatment plans and engagement in care.

D.2. What will the funding be used to purchase or pay for to support the program? This should align with the attached Annual Budget and Operational Narrative and the selected priority area (A.12. of the application). Include how does this funding request supplement, not duplicate, current program funding?

This funding will be specifically allocated to enhance our technology infrastructure, primarily through the development and implementation of an upgraded database system. This system will enable us to more effectively track, engage, and connect targeted families with resources and opportunities. Specifically, the funding will cover: Consultant Fees: Engaging a specialized consultant to design and build a robust, user-friendly database system tailored to our program's unique needs. Database Software and Integration: Acquiring and integrating necessary software to improve data collection, analysis, and reporting capabilities. Training and Implementation: Providing comprehensive training to staff on the new system, ensuring seamless adoption and utilization. This funding request supplements, rather than duplicates, our current program funding in the following ways: Our existing operational budget covers core services like housing, meals, and basic support. However, it does not include the significant investment required for a comprehensive technology upgrade. This technology investment is a long-term strategic enhancement, not a recurring operational expense. The upgraded database will streamline operations, improve data accuracy, and enhance our ability to measure

program impact, leading to more efficient and effective service delivery for disadvantaged families. It allows for better tracking of what resources are being used, and what resources are still needed, to help the target population. It improves the ability to report on the demographics of the people we are serving. By investing in this technology upgrade, we will be able to better serve the disadvantaged residents of Pinellas County, providing them with the support they need to navigate the challenges of their child's medical treatment.

D.3. Describe program services including frequency, duration and intensity. Example: Weekly financial literacy sessions for 20 clients for 6 months or completion of curriculum.

The Ronald McDonald House program provides comprehensive, ongoing support to disadvantaged families facing their child's serious medical treatment. Our services are designed to be flexible and responsive to the unique and often unpredictable needs of these families. Core Services: Temporary Housing: Frequency: Available 24/7, 365 days a year. Duration: Varies based on the child's treatment duration, ranging from a few days to several months. Intensity: High-intensity support, providing a safe, comfortable, and supportive "home away from home" environment, including private bedrooms, communal kitchens, laundry facilities, and play areas. Meals and Food Support: Frequency: Daily, with prepared meals and pantry access available. Duration: Throughout the family's stay. Intensity: High-intensity, ensuring consistent access to nutritious meals to alleviate financial burden and reduce stress. Day-Use Services: Frequency: Daily. Duration: During hospital visiting hours. Intensity: moderate, providing a location for rest, meals, laundry, and relaxation near the child's hospital room. The intensity of our services is directly correlated to the family's needs. Families facing severe financial hardship or complex medical situations receive more intensive support. The duration of our services is flexible, accommodating the varying lengths of medical treatment. We prioritize providing long-term support to ensure families have the resources they need throughout their child's healthcare journey. Our program is designed to provide a holistic and adaptable support system, addressing the multifaceted challenges faced by disadvantaged families during their child's medical treatment.

D.4. What is the target population and eligibility criteria for the program?

To stay at one of our Houses, families must have a child (up to age 21) who is actively receiving medical care at a Tampa Bay area hospital or medical center. A referral is required from the hospital or treatment facility. Pediatric patients and their families with outpatient appointments and surgeries are welcome while treatment is active and regular. Some considerations may include patient family's residential proximity to the Ronald McDonald House and if transportation would be a challenging barrier to care. All members requesting to stay in a home are required to complete a background check. Individuals will be denied who have been convicted of violent crimes, crimes against children, sexually related offenses, and other serious or repeat convictions that may affect the safety of a community environment.

D.5. Provide the geographic service area(s) and hours and days for the program during contract period.

There are four Ronald McDonald Houses that serve the Tampa Bay region and Pinellas County residents. Three houses are located in Pinellas County and located in St. Petersburg municipal boundaries. One house is located in Hillsborough county within Tampa municipal boundaries. All houses service pinellas residents either through accommodation or day use services 24 hours a day, 7 days a week.

D.6. Describe the program staff, including qualifications, expertise, and credentials, if required.

Director of Operations The Director of Operations has primary responsibility for the overall operations of the Ronald McDonald House program including: Program Implementation, Program Staffing and Supervision, Facility and House Maintenance, Operating and Emergency Policies, Program Budget & Finances. The Director also serves as part of the leadership team assisting with organizational development and community relations while also serving as the organization's technology administrator. Associate Director of Programs Responsible for the coordination, background checks and overseeing of placement of families who stay at the four Ronald McDonald Houses in Tampa Bay. This position will work closely with House Managers and Assistant Managers to facilitate compassionate entry processes and

ensure proper data collection. This position will train staff on intake procedures, update and implement annual processes, and ensure proper transfer of resident information. Family Services Coordinators The Family Services Coordinators (FSC) are responsible for the coordination, background checks and placement of families who stay with Ronald McDonald House in St. Petersburg, for helping connect families with services, and communication with hospital and medical treatment facilities personnel. The FSC will be responsible for all resident information obtained before check in, and for overseeing all request procedures. Housing Managers The RMH House Managers are responsible for the overall operation of the House including staffing, maintenance, housekeeping, office management, community relations, volunteer utilization, and resident needs. The manager will oversee any support programs coordinated at their location and in conjunction with the Development & Marketing team to promote the organization to our partners. Guest Relations Associates (view attached descriptions) House Operations Coordinators (view attached descriptions)

E. Program Outcomes and Goals

Completed by donorrelations@rmhctampabay.org on 4/4/2025
2:09 PM

Case Id: 19178

Name: Ronald McDonald House Charities of Tampa Bay

Address: *No Address Assigned

E. Program Outcomes and Goals

Please provide the following information.

E.1. Describe the goal(s) of the program using the Program Goals and Outcomes Template [Program Goals and Outcomes Template](#). Please download, complete, and upload below. Include for each goal being addressed:

- **Outcomes** - *Describe the changed state in the program participants or broader community that can be measured and identified. Include % change.*
- **Indicators** - *Identify qualitative and quantitative indicators to measure the outcomes.*
- **Methods of Evaluation** - *Identify how these outcomes will be measured (e.g. surveys, staff observation, program plans, assessments, self-reports.*
- **Measurement Intervals** – *Identify when the measures will be captured. (The goals and objectives must be measurable within a twelve (12) month period.)*



Outcomes and Goals Template Save as Outcomes and Goals Agency name *Required

FY24 SAF Outcomes and Goals.docx

E.2. What information will be collected to demonstrate program success?

To demonstrate program success and measure the impact of our services on disadvantaged families, we will collect a range of data, focusing on both quantitative and qualitative measures. Key Data Collection Areas: Family Participation Data: Total Family Participation Count: Tracks the number of families served, demonstrating program reach. Demographics: Collects data on family demographics (e.g., race, ethnicity, income level, location) to ensure equitable service delivery and identify specific needs within target populations. Length of Stay: Measures the duration of families' stays, indicating the program's ability to provide sustained support. Service Utilization: Tracks the frequency and type of services used (e.g., housing, meals, transportation, resource navigation, day use) to assess program effectiveness and identify areas for improvement. Wellness Measurement: Stress Level: Utilizes standardized assessment tools (e.g., questionnaires, surveys) to measure changes in stress levels before, during, and after program participation. Financial Wellness: Assesses changes in financial stability and access to resources, including reduced financial burden and increased access to support services. Emotional Well-being: Measures improvements in emotional well-being, including coping skills, support network, and overall mental health. Feedback Surveys: Gathers qualitative data through surveys and interviews to assess family satisfaction, program effectiveness, and identify areas for improvement.

E.3. Describe how client/individual data is collected. (Please be specific on the platform your program uses if you collect data electronically, and the interval at which data is collected)

The Ronald McDonald House program employs a multi-faceted approach to data collection, utilizing a combination of electronic platforms and direct client interaction to ensure comprehensive and accurate information gathering. Electronic Data Collection Platforms: Arreva/Exceed: This platform serves as our primary database for managing participating individual and family data. Data collected includes: Total participant utilization (e.g., number of nights

stayed, services accessed). Detailed demographic information (e.g., age, race, ethnicity, income level, location). Length of stay at the Ronald McDonald House. Service utilization (tracking what services were used, and how often). Data is entered by dedicated staff members, ensuring data integrity. Data is entered at the time of intake, during the clients stay, and at the time of discharge. Virtuuous: This platform is used to track communications and engagement with former families and potential donor support. This data does not contain private client information, but tracks interactions that effect program funding. VolunteerHub: This platform is used to coordinate and manage volunteer activities, connecting volunteers with operational needs. This system tracks volunteer hours, and what tasks were completed by each volunteer. Microsoft Forms: This platform is used to administer pre- and post-program surveys to participants. These surveys collect data on: Stress levels. Financial well-being. Emotional well-being. Satisfaction with services. These surveys are administered upon intake, and at discharge. Data Collection Intervals: Intake: Demographic and initial service utilization data is collected upon a family's arrival at the Ronald McDonald House. Ongoing Stay: Service utilization data is tracked throughout the family's stay, with regular updates to reflect changing needs. Discharge: Final service utilization data and post-program surveys are completed upon the family's departure. Regular Reporting: Data from Arreva/Exceed is compiled and analyzed on a regular basis (monthly) to monitor program trends and identify areas for improvement. Microsoft forms are used at the beginning of the stay, and at the end of the stay.

F. Budget

Completed by donorrelations@rmhctampabay.org on 4/4/2025
2:40 PM

Case Id: 19178

Name: Ronald McDonald House Charities of Tampa Bay

Address: *No Address Assigned

F. Budget and Financial Sustainability

Please provide the following information.

F.1. Total Agency budget for entire organization (local) This should be the largest amount.

\$5,884,254.63

F.2. Total Program budget. Amount currently allocated to fund the program with the requested Social Action Funding.

\$46,000.00

F.3. Total Pinellas County Social Action Funding request.

\$27,000.00

F.4. What percentage of the program budget will be funded with Pinellas County Social Action Funding?

58.00%

F.5. What other funders also financially support this program? To include the amount of funding and what those funds are used for.

Individual donors

F.6. What other Pinellas County funding does the organization receive for any and all programs?

none

F.7. Describe the organizations plan for financial and program sustainability beyond fiscal year 2026.

The Ronald McDonald House Charities of Tampa Bay (RMHCTB) is committed to ensuring the long-term financial and program sustainability of our services beyond fiscal year 2026. Our strategy focuses on diversifying revenue streams, building strong community partnerships, and implementing efficient operational practices. Financial Sustainability Plan: Diversified Fundraising Portfolio: We will continue to cultivate and expand our successful fundraising events, including the annual Gala, Charity Golf Tournament, and Kids for Clays events. These events provide crucial funding and raise community awareness. We will strengthen our individual donor program through targeted appeals and personalized engagement strategies, focusing on building long-term relationships with supporters. We will actively pursue grant opportunities from foundations, corporations, and government agencies, aligning our programs with funding priorities. We will continue to grow our planned giving program, encouraging legacy donations to ensure long-term financial stability. We will continue to foster relationships with our corporate partners, and seek to create new long term partnerships.

F.8. Please download and complete the [Annual Budget](#) form.



Annual Budget Narrative *Required

FY26 Annual Budget Report.xlsx

G. Required Documents

Completed by donorrelations@rmhctampabay.org on 4/4/2025
3:04 PM

Case Id: 19178

Name: Ronald McDonald House Charities of Tampa Bay

Address: *No Address Assigned

G. Required Documents

Please upload the following documents.

Documentation



Proof of 501(c)(3) status save as 501c3 Agency name *Required

RMHC 501C3 IRS Ltr (1).pdf



Proof of incorporation in the State of Florida for at least one (1) year Save as Incorporation Agency name

***Required**

Incorporation RMHCTB.pdf



Most Recent Financial and Single Audit (required if available) or IRS Form 990 (only if audit unavailable) Save as Audit Agency name *Required

RIVERO, GORDIMER & COMPANY, P.A..pdf



W-9 with legal name which matches that of applicant name Save as W9 Agency name *Required

W9 2024 RMHCTB.pdf



Current Certificate of Insurance Save as Insurance Agency Name *Required

Besnard Insurance.pdf



Completed [Internal Control Checklist](#) Save as Internal Control Checklist Agency name *Required

Internal Control Checklist.pdf

☒ [Annual Budget](#) Report Save as Annual Budget Agency name ***Required**

Annual Budget RMHCTB.xlsx

☒ **Outcomes and Goals Template** Save as Outcomes and Goals Agency name ***Required**

FY24 SAF Outcomes and Goals.docx

☐ **Current state licenses or registrations**

***No files uploaded*

☒ **Local Agency Organizational Chart** Save as Org chart Agency name ***Required**

RMHC TB Org Chart Feb 2025.pdf

☒ **Program Job Descriptions, if funding supports salaries if applicable** Save as Job Descriptions Agency name

Family Services Coordinator Job Description.docx

☒ [Housing First Checklist, if applicable](#) Save as Housing First Agency name

12_Housing First Questionnaire_2021 - completed.pdf

☒ **Shelter Entrance Criteria, if applicable** Save as Shelter Entrance Criteria Agency name

13_Entreance_ RMH.pdf

☒ [Data Control Questionnaire](#) Save as Data Control Questionnaire Agency Name ***Required**

06_Internal Control Checklist 2022.docx

☒ [HS E-Verify Affidavit](#) Save as Everify Agency name ***Required**

16_e-verify.pdf

☐ Board Member List, Including mailing and email addresses and phone numbers, if applicable Save as Board Members Agency name
***No files uploaded*

☐ Accreditation, if applicable Save as Accreditation Agency name
***No files uploaded*

☒ [Human Trafficking Affidavit](#) Save as Human Trafficking Agency Name ***Required**
Internal Control Checklist.pdf

☐ Travel / Mileage policy if funding is requested Save as Travel policy Agency name
***No files uploaded*

☐ Conflict of Interest Policy if available Save as Conflict of Interest Agency name
***No files uploaded*

☐ Program Policy and Procedures if available Save as Program Policy and Procedures Agency Name
***No files uploaded*

Submit

Completed by donorrelations@rmhctampabay.org on 4/4/2025
3:04 PM

Case Id: 19178

Name: Ronald McDonald House Charities of Tampa Bay

Address: *No Address Assigned

Certification

Once an application is submitted, it can only be "Re-opened" by an Administrator.

By clicking submit, I certify that I am an authorized representative of the proposing agency and the information contained in this application is true and accurate to the best of my knowledge and due diligence.

I also understand that applications are limited to one per organization, and if more than one application is submitted by my organization, only the most recent will be considered for funding.

Authorized Representative Signature

Sarah Hughart

Electronically signed by donorrelations@rmhctampabay.org on 4/4/2025 3:04 PM

Date Submitted

04/04/2025