Program Description

Completed by bridgette.heller@sppf.org on 3/10/2025 9:36 AM

Case Id: 18846
Name: Shirley Proctor Puller Foundation, 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 bridgette.heller@sppf.org on 3/12/2025 10:48 AM

Case Id: 18846
Name: Shirley Proctor Puller Foundation, 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 bridgette.heller@sppf.org on 4/4/2025 2:03 PM

Case Id: 18846
Name: Shirley Proctor Puller Foundation, Inc.
Address: *No Address Assigned

A. Agency Information

Please provide the following information.

LEGAL AGENCY INFORMATION (FOR CONTRACT)

A.1. Legal Organization Name
Shirley Proctor Puller Foundation, Inc

A.2. DBA (if applicable)

A.3. Legal Address
4133 Cortez Way So. St. Petersburg, FL 33712

PROJECT INFORMATION

A.4. Program Name/Project Title
M.A.S.T.R. Kids Program / Expansion at John Hopkins Middle School

A.5. Summary - provide a brief summary of program and how funding would be utilized.
The Shirley Proctor Puller Foundation (SPPF) M.A.S.T.R. Kids® and High School M.A.S.T.R. Plan programs work to close the achievement gap, reduce summer learning loss, and over time, increase children's graduation rates in the at-risk community of south St. Petersburg. SPPF offers a continuum of out of school time educational interventions (afterschool and summer) designed to ensure that K-10th grade students reach grade level reading and math proficiency, successfully navigate the transition from middle school to high school, and learn critical career, financial, and life skills. At the heart of our request is a desire to continue expanding services to meet existing gaps for the children of this community. Funding will be used to support our strategic goal of reaching 400 students, starting with increasing the number of students served at our John Hopkins Middle School (JHOP) location. In April 2025 we will assume the lease for all of Building 7 at JHOP vs. sharing the location with United Way Suncoast's Campbell Park Resource Center. This transition, championed by Pinellas County Schools and United Way

APPLICATION CONTACT INFORMATION

A.19. First Name
Pam

A.20. Last Name
Williams

A.21. Contact Person/Title
Chief Operations Officer (COO)

A.22. Contact Email
Pam.williams@sppf.org

A.23. Telephone
7276158004

A.24. Executive Officer with signing authority First Name
Bridgette

A.25. Executive Officer with signing authority Last Name
Heller

A.26. Executive Officer Title
Chief Executive Officer (CEO)

A.27. Executive Officer Email
Bridgette.heller@sppf.org

A.28. Executive Officer Phone Number
(727) 615-8003

Suncoast, will more than double our existing capacity at this location. Specifically, PCSAF funding will help address the rent increase, support the salaries and payroll taxes for the JHOP Site Director and the certified teachers who are critical to the success of our scholars as well as quarterly support for our mobile computer lab at JHOP, which will be implemented in May 2025. With a focus on improving academic achievement and workforce readiness, SPPF exists to help change the trajectory of south St. Petersburg by preparing scholars to be secure in their ability to compete in careers that provide an opportunity for self-fulfillment and the earning power to sustain their families. Our vision for the success of south St. Petersburg's children is ambitious and we need your support. It's important to note that, by partially funding the rent increase for additional space, a PCSAF grant will also support SPPF taking over the management of the existing Community Food Pantry at John Hopkins Middle School in partnership with Feeding Tampa Bay, helping to address the food desert that is prevalent in south St. Petersburg. Last year, the pantry provided food to 252 unduplicated and 1,246 duplicated households. We know that many of these households represent the families of SPPF scholars. Difficulty focusing and learning; lower reading and math scores; and behavioral health issues (e.g. hyperactivity, anxiety, and depression) are associated with hunger in children (Juvenile Welfare Board Childhood Hunger Collaborative, 2024 Impact – Source: Feeding America).

A.6. Physical Program Address
4133 Cortez Way So. 701 16th St. Bldg. 7 St. Petersburg, FL 33705

A.7. Program Manager First Name
Darren

A.8. Program Manager Last Name
Hammond

A.9. Program Manager Title
Program Manager

A.10. Program Manager Email
Darren.hammond@sppf.org

A.11. Program Manager Phone Number
(727) 615-8006

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
$78,791.00

A.15. Taxpayer/Employer ID
464930592

A.16. Unique Entity Identifier (UEI- Federal SAM.GOV Number, if registered
WN7TJJW7HTD3

A.17. Date of incorporation in Florida
01/24/2014

A.18. Date of 501(c)(3) Status
01/24/2014

B. Organization Profile

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Case Id: 18846
Name: Shirley Proctor Puller Foundation, 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.
Shirley Proctor Puller, a lifelong educator of Pinellas County Schools and a literacy champion, was deeply concerned for the educational future of children in underserved south St. Petersburg. Mrs. Puller's dying request was for her family to "do something" about it. Rooted in this shared concern and commitment to children and families facing generations of historical inequity, the Shirley Proctor Puller Foundation was created in 2014. The mission of the Shirley Proctor Puller Foundation (SPPF) today is "to advance math, reading, and science literacy, helping to close the achievement gap for children in the "at-risk" community of south St. Pete." Our vision/purpose is to help lift /improve the economic well-being of these families by moving scholars toward fulfilling careers with family-sustaining earnings. Our mission and purpose align perfectly with funding priority C., defined in the grant guidelines as: "Healthcare and Human Services for disadvantaged populations" to include a focus on "specialized mentoring and educational programs for disadvantaged populations." Since its inception, SPPF has focused all our efforts on helping students from disadvantaged backgrounds overcome barriers to academic success. Through this grant we will continue to do so, while also expanding access for more scholars. Representing a "bridge" to academic success, the M.A.S.T.R. Kids ® Program (Math, Art, Science, Technology, and Reading), provides accessible, safe, reliable educational assistance for Pinellas County's disadvantaged K-10th graders in south St. Petersburg that is focused on foundational academics. Our literacy and STEAM curriculum embeds math, art, science, technology, and reading into daily programming delivered during out-of-school time (after-school and summer). Classroom learning is led by certified Florida Teachers with experience in driving success with children in "at-risk" environments. We align with the national Campaign for Grade Level Reading. Field trips and workshops are used to reinforce concepts presented in the classroom. Furthermore, through the High School M.A.S.T.R. Plan, we also support middle school students preparing for the transition to high school. In doing so, we directly contribute to achievement gap closure and better long-term economic and health outcomes. The Shirley Proctor Puller Foundation is changing the trajectory of children's lives by preparing them to be secure in their ability to compete within careers that provide an opportunity for self-fulfillment and the earning power to sustain their families. These efforts perfectly align with the intent of Pinellas County Social Action Funding priorities.

B.2. Describe your board membership and how the board is reflective of the target population.
The Shirley Proctor Puller Foundation's Board of Directors is made up of 11 community-minded, passionate individuals who bring expertise in education, mental health, business, finance and legal matters. Three board members (27%) grew up in or currently live in south St. Petersburg. Our Board President Mr. Mario Farias, CEO and Managing Partner at Farias Consulting Group, is a former student of the beloved educator Mrs. Shirley Proctor Puller. Seven board members (64%) self-identify as persons of color. 100% of our Board members give generous financial contributions, their time and talents to the betterment of the Shirley Proctor Puller Foundation and south St. Petersburg, Pinellas County.

B.3. Explain the organization's experience relevant to the proposed priority area.
Since its inception, SPPF has demonstrated an intentional commitment to education and success in facilitating academic gains for students in the underserved community of south St. Petersburg. The SPPF M.A.S.T.R. Kids® (Math, Art, Science, Technology, and Reading) Program launched in 2016 as a summer camp designed to reduce summer learning loss, the

first in the community to focus on academic enrichment at a very low cost to families. Community listening led SPPF to two other important differentiators: 1) certified teachers and 2) rigorous outcomes measurement. By 2020, SPPF had enough positive outcome data to secure grant funding to evolve the program to include an afterschool session, accelerating achievement gains and gap closure for program scholars. By 2021, SPPF had proven to be adaptable and resilient, with the academic model generating success for students despite COVID. Community demand grew, funders noticed and SPPF expanded to a 2nd site In 2023, SPPF launched the High School M.A.S.T.R. Plan (HSMP) program to address lower rates of high school graduation in the community. HSMP prepares middle school students to successfully navigate the transition to high school and move into fulfilling, family-sustaining careers of their choice. In 2025, again prompted by unmet demand and support for program expansion, SPPF opened a 3rd site, which will serve 60 to 70 additional scholars, bringing the total of unduplicated scholars served close to 300 annually.

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

ONBOARDING PROCESS Staff: Each posted job and job description clearly states the mission of the organization and the role of the individual in helping to achieve our mission. All applicants complete a comprehensive online application, which includes work history and employer references, followed by an interview with at least 3 members of our team. As a part of the interview process, our Academic Lead conducts classroom observations for individuals being considered for any teaching position. Upon hiring, as a part of orientation, each employee is directed to review our staff handbook, which goes into greater detail regarding the organization's mission, vision, and core values, including expectations of how we show up in community. Scholars: Families complete an online application form. Each applicant completes an i-Ready assessment that allows us to identify foundational gaps and determine the appropriate ability group. Parents participate in an orientation session where they hear and commit to program policies and requirements and have an opportunity to ask questions. PROGRAM IMPLEMENTATION TIMELINE: Aug 2025 (2nd week): M.A.S.T.R. Kids® 25-26 Afterschool program begins at John Hopkins Middle School. Students attend 5 days/week for reading and STEAM instruction, health and wellness programming and extracurricular activities designed to support classroom learning. Students in the High School M.A.S.T.R. Plan learn critical career, financial literacy, and life skills. December 2025: Mid-year i-Ready assessments completed. May 2026: End of session i-Ready assessments are completed; M.A.S.T.R. Kids and High School M.A.S.T.R. Plan Afterschool session end. June 2026: M.A.S.T.R. Kids® and High School M.A.S.T.R. Plan Summer 2026 sessions begin at John Hopkins Middle School with additional classrooms fully operational. Students attend five days/week for eight weeks of reading instruction, educational field trips, tennis, swimming lessons, math, science, technology, expressive arts, and more. Students participating in the High School M.A.S.T.R. Plan complete pre-apprenticeships and career training. Students are provided with 2 meals and 2 snacks each day of the program. July 2026 – End of session i-Ready assessments are completed; End of summer session for M.A.S.T.R. Kids® and the High School M.A.S.T.R. Plan. August 2026 - M.A.S.T.R. Kids® 26-27 Afterschool program begins at John Hopkins Middle School. Students attend 5 days/week for reading and STEAM instruction, health and wellness programming, and extracurricular activities designed to support classroom learning. Students in the High School M.A.S.T.R. Plan learn critical career, financial literacy, and life skills. If funding is awarded, Social Action grant funds will be applied beginning in October of 2025 and support the 25-26 and 26-27 Afterschool Sessions and the 2026 Summer Session.

C. Community Needs

Completed by bridgette.heller@sppf.org on 4/4/2025 2:21 PM

Case Id: 18846
Name: Shirley Proctor Puller Foundation, 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 future of our community is rooted in the education of our children, but they face several barriers to reaching that goal. Historically, the students served by SPPF have been on track to become our communities' lowest-income, least-skilled citizens. According to United Way Suncoast's ALICE 2024 Report, "Having a low income is often associated with lower levels of education, higher rates of unemployment, and poorer health." (https://www.unitedforalice.org/well-being/florida). South St. Petersburg has been under-resourced for decades, impacting social determinants of health for generations of residents (Foundation for a Healthy St. Petersburg). Education, a social determinant of health, has been especially challenging. In Pinellas County, while some progress has been made, a significant achievement gap remains between black children in the community and their peers (34% of black children reading at grade level vs. 66% of their peers) according to the most recent reports at https://edudata.fldoe.org/StrategicPlan/reports/ClosingTheGap.html. More than 80% of children from economically disadvantaged communities lose reading skills over the summer. Students who lose reading ability over the summer rarely catch up. Over time, this can add up to the equivalent of three years of reading loss by the end of fifth grade. (https://www.slj.com/story/summer-reading-and-the-richpoor-achievement-gap-an-educator-responds-to-questions) Communities of color, like the ones served by SPPF, are under more stress today than in pre-pandemic times. Parents continue to voice that their finances are strained, they are struggling with food insecurity, and employment options do not pay a living wage - creating a tremendous amount of stress on the family. Data on economic losses and recessions suggest that increased financial stress on families leads to higher rates of child abuse and higher rates of anxiety and withdrawal in children (University of Florida Health, Randall Alexander M.D., PhD.). Students of color, from disadvantaged communities, typically do not have access to the quality out-of-school time academic supports that the M.A.S.T.R. Kids program offers and that other students from middle-income families have access to. Graduation rates for black and economically disadvantaged students also continue to lag behind other cohorts. The Shirley Proctor Puller Foundation M.A.S.T.R. Kids® Program aims to close this achievement gap, reduce summer learning loss, and, over time, increase graduation rates in the at-risk community of south St. Petersburg. Improving academic achievement contributes to breaking the cycle of generational poverty and economic immobility, which in turn leads to better long-term economic and health outcomes. By strengthening our community, we strengthen 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.
Third grade is important to reading literacy as it is viewed as the final year children are learning to read, after which students are 'reading to learn. Florida assesses student performance using five levels. Level 3 is satisfactory; Level 4 indicates proficiency and Level 5 indicates mastery. For the 23/24 school year, 62% of Pinellas County third graders scored at a level 3 or higher for English Language Arts (ELA). Unfortunately, 6 of the 13 public elementary schools served by SPPF (46%) had third-grade passing percentages less than 50%.
(https://www.fldoe.org/accountability/assessments/k-12-student-assessment/results/2024.stml) The most recently available Pinellas County Economic Impact of Poverty Report data classified areas in south St. Petersburg as "at-risk" Zone 5, noting seven risk factors/lack of services, including lower educational attainment. Zip codes 33705, 33711, and

33712 are classified as “low” or “very low” on the Pinellas Child Opportunity Index - a composite index offered by the Juvenile Welfare Board of Pinellas County that is designed to measure child opportunity and gauge the health of our neighborhoods at the census tract level. According to the most recent United for A.L.I.C.E. (Asset-Limited, Income-Constrained, Employed) data, 61% of black residents in Pinellas County earn too little to afford the basics where they live. Of those, 20% earn below the Federal Poverty Level. https://www.unitedforalice.org/maps/florida#7/27.798/-83.833 The April 2021 Early Literacy Scan Report from the Pinellas Education Foundation (https://pinellaseducation.org/wp-content/uploads/2021/04/Early-Literacy-Scan-Report-2021.pdf) notes that Pinellas County black students underperform in VPK with 37% in the lowest Florida Kindergarten Readiness Screener (FLKRS) quartile vs. 18% of white students. This data suggests that students from “at-risk” communities require intervention even at this early stage. Reading on grade-level by the end of third grade is an important predictor of high school graduation and future success. It must also be noted that enhancements in reading education in grades K-3 are advancing too slowly to affect the massive numbers of students beyond 3rd grade who have been negatively impacted by imprudent reading instruction and scarce resources. The Early Literacy Scan Report also noted that “Pinellas County has a preponderance of programs which provide awareness of early literacy and needs more programs that focus on developing literacy skills,” which is the focus of SPPF programming. There is an 8.9% gap in graduation rates for economically disadvantaged students as compared to non-economically disadvantaged students in Pinellas County and an 8.1% gap between black and white students. Parents tell SPPF that they are ill-equipped to prepare their students for the critical transition from middle school to high school. At the end of the last enrollment, SPPF had a wait list of over 100 children.

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 Co. Facts-at-a-Glance Data for the at-risk Zone 5 in 2016 noted 15,883 children under 18 in South St. Petersburg. Applying the 67% rate of blacks/mixed race people and 42% of children living in poverty leads us to an estimate of 4,470 potentially challenged readers in our community. We also know that demand is high for the program; we currently have more than 100 students on our waiting list. To our knowledge, there is no other program in our community delivering similar results and consistency of dosage/service. By 2027, our goal is to serve at least 400 students, which represents 10% of the opportunity group as defined above. Our hope is that we will reach a "tipping point" where the upward momentum lifts all scholars toward the goal. It will also allow us to reduce the number of unserved students. A recent expansion to a 3rd site on the Gibbs High School campus, in partnership with Pinellas County Schools (PCS), the City of St. Petersburg, Juvenile Welfare Board and the Parallel Foundation, brought us closer to our goal. A grant from Pinellas Co. Social Action Funding will support further expansion at our John Hopkins Middle School site. With this expansion, we expect to serve at least 320 unduplicated students across all sites in 2025-2026, which represents a 36% increase over 2023-2024. The SPPF M.A.S.T.R. Kids® Program is also innovative: - We are local -- SPPF is of the community and trusted to represent the interests of the community (elders, parents, organizations, etc.). In developing programs, we started with community listening. Over 90% of our employees either grew up in or currently live in the community. We are not bound by programming of national headquarters and therefore can adapt quickly to address to the needs of the children in our community. - We offer a continuum of educational interventions designed to ensure that students reach grade level reading and math proficiency, successfully navigate the transition from middle school to high school and learn critical career, financial literacy, and life skills. -Unlike many out-of-school time programs, we have an intense focus on academics, using certified teachers to drive instruction and its use of data/dashboards that are shared with students,

parents, funders and community in a transparent way to elicit support and partnership for the work. -We have utilized i-Ready assessments for the last seven years to pinpoint student challenges in specific domain areas within reading or math and to measure our progress in addressing these challenges. The i-Ready assessment achieves high reliability and validity scores and has demonstrated success with a diverse “non-Caucasian” and “economically disadvantaged” student population, representative of our target population. -We leverage community partners in educational programming. Should funding not be awarded, program services would continue but it would mean a serious delay in launching.

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

☑ **Outcomes/Utilization/Success**

Outcomes Utilization Success - SPPF.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 Shirley Proctor Puller Foundation has a deep commitment to collaboration that enables us to run an effective quality program that approaches youth development from a holistic perspective. As a trusted community resource, SPPF serves as a conduit to additional services for our families while amplifying the work of a network of partner organizations, especially those focused on education, poverty, hunger, and health. We coordinate with existing programs in the community as follows: SPPF supports 7 of the 9 elementary schools and 2 of the 5 middle schools in the Pinellas County Schools’ Transformation Zone. We are an authorized PCS after-school care provider, allowing us to pick up from community schools and transport to our sites. PCS also leases space to SPPF at John Hopkins Middle School and Gibbs High School. PCS Teachers and staff provide word-of-mouth referrals. We are well known for our willingness to collaborate with PCS educators. The St. Petersburg Police Department is an important collaborator and partner. SPPD was an early funder of the High School M.A.S.T.R. Plan initiative, hosts career days for HSMP scholars to learn about careers in law enforcement and routinely engages with SPPF to foster positive interactions between the scholars and the officers. Greater Reach Alliance for Counselors & Educators (GRACE) is a community-based, minority-owned professional counseling practice that provides on-site mental health professionals to support our scholar's mental wellness. We are also looking forward to a new partnership with Feeding Tampa Bay, when we begin operating the food pantry located on the John Hopkins Middle School campus. We partner with Pinellas County Schools and Kind Mouse for healthy meals and snacks. The St. Petersburg Free Clinic provides fresh produce and instructions for using the produce to prepare a healthy recipe for families at our Friendship Missionary Baptist Church site. In addition to our work with GRACE noted above, we partner with Mindful Movement Florida to offer wellness classes that help our scholars understand and practice self-control, emotional regulation, and behavior management. SPPF also partners with Preserve Vision Florida to offer vision screening for our scholars. This collaboration ensures that our scholars’ vision needs are addressed and that they are reading-ready. We share space with the Friendship Missionary Baptist Church. Furthermore, to provide early career exposure to our middle school scholars, we also leverage Pinellas Technical College as a partner for pre-apprenticeships and curate additional career experiences through the St. Pete Innovation District, Sail Future, The Woodson, Eckerd College, and local businesses. We share learning openly and transparently with community organizations working toward similar outcomes within Pinellas Co., especially those in the Campaign for Grade Level Reading and LEAP Tampa Bay. Our most important collaborators are families.

Please upload Collaborative Letter

☑ **Collaborative Letter**

Collaborative Letters - SPPF.pdf

D. Scope of Services

Completed by bridgette.heller@sppf.org on 4/4/2025 2:22 PM

Case Id: 18846
Name: Shirley Proctor Puller Foundation, 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 SPPF model of care is a community based, direct services model with services for students from kindergarten to 10th grade. We provide a safe and welcoming space for working families who are concerned about the academic success of their child(ren) where all scholars are supported in developing the academic and life skills needed to thrive in the face of community challenges. The SPPF M.A.S.T.R. Kids® Program serves scholars in grades K through 8th in afterschool and summer programs. This program assesses students to identify gaps in foundational reading and math skills, groups students into ability groups to address those gaps and routinely monitors performance to ensure growth and improved outcomes. Classes are small (15) and staffed by certified teachers and experienced assistants. About 20% of scholars receive 1:1 or small group instruction to address extreme skill gaps. Program curriculum is evidence based (i-Ready, Benchmark Advance, Winning Reading Boost, National Inventors Hall of Fame) and correlates to Science of Reading and Florida Standards. Academic programming is augmented by mental and behavioral wellness activities. Summer sessions are also filled with lots of fun extracurriculars such as sports, clubs and field trips. Middle school students who are reading no more than one level below grade are invited to participate in the High School M.A.S.T.R. Plan (HSMP) Program. HSMP uses the College, Career, Life Readiness (CCLR) Framework, an evidence-informed model that identifies a set of skills that have proven correlated to student success in college and careers. Students focus on life skills (e.g. goal setting, financial literacy, public speaking), academic skills (writing, math, test prep (ACT/SAT), and research) and extensive exposure to a wide range of careers. They are encouraged to enter high school with three potential career pathways & a class plan to ensure they are on track for traditional college, technical college, or the workforce.

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?
At the heart of our request is a desire to continue expanding services to children in this community. Pinellas County Social Action funding will supplement funding from the Juvenile Welfare Board of Pinellas County and the Jacarlene Foundation. Specifically, SPPF is requesting $78,791 to support the following costs associated with ongoing service delivery and expansion at our John Hopkins Middle School (JHOP) site: $63,003 for M.A.S.T.R. Kids® program salaries and FICA at JHOP: Site Director at 20% ($10,080). The Site Director is responsible for day-to-day operations and licensing compliance. JWB funds 80% of this position. Reading Teachers (35% / $18,650) - Reading Teachers utilize i-Ready assessment results to guide and direct the reading learning experiences. JWB funds 65%. Reading Specialists (35% / $14,426) - Reading Specialists are directly responsible for Reading Intervention in individual and small group settings. JWB funds 65%. Math Teachers (35% / $5,604) - Math Teachers utilize i-Ready assessment results to guide and direct math learning experiences. JWB funds 65%. STEAM Teachers (35% / $9,766) - STEAM Teachers deliver student-centered learning experiences around Science, Technology, Engineering, Art and Math. JWB funds 65%. FICA ($4,477) - total program salaries X 7.65%. $10,268 for rent at the JHOP site will support our expansion into the entire building we

previously shared with United Way Suncoast and their Campbell Park Resource Center partners. This expansion will nearly double our classroom capacity, moving us closer to our goal of serving 400 students annually, and also allow us, in partnership with Feeding Tampa Bay, to operate the food pantry located at the facility, a critical service to this community. In 2024, the pantry provided approximately 34K pounds of food to 510 unduplicated individuals. $5,520 for mobile and classroom computer lab support, ensuring that SPPF scholars have ready access to learning technology.

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 M.A.S.T.R. Kids® afterschool program provides academic enrichment services 5 days a week (Monday–Friday) from 3:00 p.m. to 6:00 p.m. at John Hopkins Middle School, Friendship Missionary Baptist Church, and at Gibbs High School. During the school year, the program operates for 9 months (August-May) offering up to 15 student contact hours per week. The High School M.A.S.T.R. Plan provides career-focused academic and life-skills coaching and support services 5 days a week (Monday–Friday) from 3:00 p.m. to 6:00 p.m. at John Hopkins Middle School. During the school year, the program operates for 9 months (August-May) offering 15 student contact hours per week. During the summer, for 8 weeks (June-July), both programs serve scholars 5 days a week (Monday–Friday) from 7:00 a.m. – 6:00 p.m. Scholars receive 11 contact hours per day totaling up to 55 hours of intervention per week.

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

Target population - The Shirley Proctor Puller Foundation (SPPF) was founded specifically to address educational inequity for black and mixed-race students in south St. Petersburg who come from families who have typically experienced generations of educational inequity and poverty. Eligibility criteria: Families must reside in Pinellas County. Families must sign all forms and releases required by the Juvenile Welfare Board and the Pinellas County Licensing Board; Scholars must be at least 5 years-old by the first day of the session they will be attending; and Scholars must be in grades K-10, except for the summer program, in which we accept rising Kindergartners if they meet the age requirement. SPPF has been extremely successful in reaching the right families. During the 2023/2024 academic year, 85% of our families self-reported as low-income, with 34% of those reporting earnings at or below the federal poverty level and an additional 51% of families reporting earnings with the A.L.I.C.E. (asset-limited, low-income, employed) threshold. 99% of students identified as black and mixed-race and 83% lived within the target zip codes.

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

We work specifically within the "transformation zone" geographic area of Pinellas County identified by the Pinellas County Schools and United Way Suncoast (zip codes 33705, 33711, 33712) in south St. Petersburg. During the contract period, we follow the Pinellas County Schools academic calendar and operate 5 days a week after school (Monday–Friday) from 3:00 p.m. to 6:00 p.m. During the summer, we operate 5 days a week (Monday-Friday) from 7:00 a.m. – 6:00 p.m.

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

Each site is managed by a full-time Site Director with a Director's Credential. Site teams include Certified Teachers (Reading, Math and STEAM) with experience driving success with children in at-risk environments and delivering culturally relevant subject matter, experienced Teaching Assistants and Counselors in Training. All Teachers have at least a bachelor's degree and are well-versed in FL standards and the science of reading; most share lived experiences with the students we serve. Additional support is provided by a transportation team and support staff. SPPF's leadership team has the collective experience to make SPPF a solid organization and enable it to scale as we deliver on our goal of closing the achievement gap in south St. Petersburg: • CEO (35 years driving growth in global businesses) • COO (30+ years' nonprofit operations and leadership experience) • Site Operations Leader (37-year veteran Educator and Administrator) • Academic Leader (25-year veteran Educator) CIO (20+ years' experience in system design/analytics in large hospitals) Subject matter experts volunteer as speakers, helping to introduce scholars to various career options

in the High School M.A.S.T.R. Plan program. We incorporate “elders” who serve as volunteers who read to our younger scholars in the M.A.S.T.R. Kids program at “Reading with Our Elders” events throughout the year, as well as volunteer reading and math tutors in both programs. Our CEO and Co-Founder volunteers her time to lead the organization, and her husband serves as the volunteer CIO. Finally, all our Board Members also volunteer their time, talent, and treasure toward the success of the Shirley Proctor Puller Foundation.

E. Program Outcomes and Goals

Completed by bridgette.heller@sppf.org on 4/4/2025 2:22 PM

Case Id: 18846
Name: Shirley Proctor Puller Foundation, 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 - SPPF.docx

E.2. What information will be collected to demonstrate program success?
SPPF is highly data-driven, reviewing quantitative and qualitative measures to evaluate student success and to continuously improve programming. We collect the following information to demonstrate program success: - student/family demographic data - i-Ready student grade level reading and key domain data - Naviance usage and career surveys - Daily student attendance and tracking of behavioral incidents, accidents, and interactions with parents and students

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 Form Assembly platform powers our application process to collect student/family demographic data upon enrollment and updates at the start of each subsequent session. Data is immediately transferred to Salesforce, our data warehouse platform, enabling SPPF to analyze data over time. Our primary performance metric is i-Ready assessment data. i-Ready is an evidence-based platform highly rated for reliability and validity and strongly correlated to Florida state testing and standards. Importantly, independent studies validate i-Ready effectiveness with “striving” (two levels below grade) and diverse (Black, Latinx) students. Students complete assessments at the beginning (pre)and end (post-) of each session; for After-School, there is also a mid-term assessment and growth monitoring. For summer, pre- and post-assessments provide the number of students who avoid summer learning loss, which has ranged 65% to 80% each year since 2016. For after-school, we evaluate growth in the aggregate number and % of students reading at grade level as well as individual student progress overall and in key domain areas. The ProCare Childcare Center Management system is used to collect/review site operations data on student and staff attendance. Daily attendance is reported to students and parents in a monthly dashboard. We also review behavioral incidents, accidents, and interactions with parents and students. Our CEO and Academic Leader also regularly solicit and act on feedback from academic staff, students, and families regarding the effectiveness of the curriculum and the overall

program.

F. Budget

Completed by bridgette.heller@sppf.org on 4/4/2025 1:51 PM

Case Id: 18846
Name: Shirley Proctor Puller Foundation, 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.
$3,303,220.00

F.2. Total Program budget. Amount currently allocated to fund the program with the requested Social Action Funding.
$617,453.00

F.3. Total Pinellas County Social Action Funding request.
$78,791.00

F.4. What percentage of the program budget will be funded with Pinellas County Social Action Funding?
13.00%

F.5. What other funders also financially support this program? To include the amount of funding and what those funds are used for.
Confirmed sources of funding include: Juvenile Welfare Board of Pinellas County ($331,615), In-Kind ($15,413), Jacarlene Foundation (184,339), Jacarlene Foundation ($184,339), Summer Program Fees ($1,800), Child Care Food Program / Florida Department of Health ($5,495).

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 Shirley Proctor Puller Foundation has a successful record of securing grants from well-respected funders including the Juvenile Welfare Board of Pinellas County, Pinellas County, United Way Suncoast, the City of St. Petersburg, the Pinellas Community Foundation, Duke Energy, the Community Foundation of Tampa Bay, the Foundation for a Healthy St. Petersburg and others. Four of our funding partners have made multi-year grants. We have also entered into a partnership with an experienced grant writer who assists us in our grant search and in the completion of grant proposals. In addition, we have had success with individuals, including multi-year commitments, and our leadership is deeply engaged in donor acquisition and cultivation. 100% of our Board Members make an annual financial contribution. Finally, we have set a goal to secure at least $100K in annual corporate partnership support by December 2026. Actions identified for 2025 include: Engage at least 3 anchor corporate partners by December 2025 through volunteer projects, board leadership or financial contributions. Develop corporate sponsorship concept and collateral materials (June 2025) Board “sphere of influence” session to identify outreach opportunities (May 2025) First round of outreach activities (June - July). Results here will inform next steps and planning for future years. We are driven and confident in our capacity to continue to generate funds to support the organization. Pinellas County Human Services, Social Action funds are key in helping us to reach our service goals for the children and families of south St. Petersburg. We have also invested in professional development and mentoring for key program leadership, with the goals of strengthening the

program and ensuring that we have the capacity to both grow and sustain the program long-term.

F.8. Please download and complete the Annual Budget form.

☑ **Annual Budget Narrative *Required**

Annual Budget - SPPF.xlsx

G. Required Documents

Completed by bridgette.heller@sppf.org on 4/4/2025 2:29 PM

Case Id: 18846
Name: Shirley Proctor Puller Foundation, 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 - SPPF.pdf

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

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

☑ **Current Certificate of Insurance Save as Insurance Agency Name *Required**
Insurance - SPPF.pdf

☑ **Completed Internal Control Checklist Save as Internal Control Checklist Agency name *Required**
Internal Control Checklist - SPPF.pdf

☑ **Annual Budget Report Save as Annual Budget Agency name *Required**

Annual Budget - SPPF.xlsx

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

Outcomes and Goals - SPPF.docx

☑ **Current state licenses or registrations**

Current State License or Registration - SPPF.pdf

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

Org Chart - SPPF.pdf

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

Job Descriptions - SPPF.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 - SPPF.pdf

☑ **HS E-Verify Affidavit Save as Everify Agency name *Required**

EVerify - SPPF.pdf

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

Board Members - SPPF.pdf

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

***No files uploaded*

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

Human Trafficking - SPPF.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 - SPPF.pdf

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

***No files uploaded*

Submit

Completed by bridgette.heller@sppf.org on 4/4/2025 2:30 PM

Case Id: 18846
Name: Shirley Proctor Puller Foundation, 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
Bridgette Heller
Electronically signed by bridgette.heller@sppf.org on 4/4/2025 2:29 PM

Date Submitted
04/04/2025

Program Description

Completed by jeriflanagan@boleycenters.org on 3/11/2025 11:58 AM

Case Id: 18886
Name: Boley Centers SAF
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 jeriflanagan@boleycenters.org on 3/11/2025 12:00 PM

Case Id: 18886
Name: Boley Centers SAF
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 jeriflanagan@boleycenters.org on 3/27/2025 3:41 PM

Case Id: 18886
Name: Boley Centers SAF
Address: *No Address Assigned

A. Agency Information

Please provide the following information.

LEGAL AGENCY INFORMATION (FOR CONTRACT)

A.1. Legal Organization Name
Boley Centers, Inc.

A.2. DBA (if applicable)

A.3. Legal Address
445 31st Street N., St. Petersburg, FL 33713--7605

PROJECT INFORMATION

A.4. Program Name/Project Title
Homeless Outreach Coordinator

A.5. Summary - provide a brief summary of program and how funding would be utilized.
Provide outreach, engagement, and placement to chronically homeless people with high needs. Provide referral and placement assistance to those homeless people who do not meet Boley's homeless criteria but are in need of assistance.

A.6. Physical Program Address
445 31st street N., St. Petersburg, FL 33713--7605

A.7. Program Manager First Name
Damia

A.8. Program Manager Last Name
Kelly

A.9. Program Manager Title
VP Homeless Services

A.10. Program Manager Email
damia.kelly@boleycenters.org

APPLICATION CONTACT INFORMATION

A.19. First Name
Jeri

A.20. Last Name
Flanagan

A.21. Contact Person/Title
VP Development

A.22. Contact Email
jeriflanagan@boleycenters.org

A.23. Telephone
72782148195709

A.24. Executive Officer with signing authority First Name
Kevin

A.25. Executive Officer with signing authority Last Name
Marrone

A.26. Executive Officer Title
President/CEO

A.27. Executive Officer Email
kevin.marrone@boleycenters.org

A.28. Executive Officer Phone Number
(727) 821-4819

A.11. Program Manager Phone Number
(727) 821-4819

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
$77,115.00

A.15. Taxpayer/Employer ID
59-1290089

A.16. Unique Entity Identifier (UEI- Federal SAM.GOV Number, if registered
EPVBLR4HA7R4

A.17. Date of incorporation in Florida
07/01/1970

A.18. Date of 501(c)(3) Status
08/01/1971

B. Organization Profile

Completed by jeriflanagan@boleycenters.org on 3/27/2025 3:46 PM

Case Id: 18886
Name: Boley Centers SAF
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.
Boley Centers' Mission is to provide at-risk populations with access to safe, affordable housing, along with the behavioral health and employment services that support their personal growth. Boley Centers' Vision is to build a community through our partnerships where disadvantaged individuals and families find hope, experience transformation, and achieve independence. VALUES: At Boley Centers, we are dedicated to creating an environment where dignity, respect, integrity, empathy, and accountability are at the heart of everything we do. Boley Centers is a private nonprofit psycho-social rehabilitation agency. Since 1970, Boley Centers has been providing residential, psychiatric, educational, skills training, and vocational services for residents of Pinellas County who have mental illness and mental illness with co-occurring disorders. Boley Centers currently has 44 facilities including group homes, supervised apartments, and independent housing. Two of Boley Centers' group homes provide specialized forensic/jail diversion programs. Boley provides assertive community treatment, case management, supported housing, psychiatric rehabilitation services, day treatment, work adjustment training, community employment services, supported employment, follow-along services, co-occurring substance abuse and psychiatric treatment, and vocationally oriented programs for disadvantaged youth and veterans. Boley provides a continuum of housing for people who are homeless, chronically homeless, and who have mental illnesses and substance abuse disabilities. This continuum includes two Safe Havens for chronically homeless individuals (45 beds), over 240 permanent-supported housing units, and Shelter Plus Care Tenant Based Rental Assistance. In the past year, 218 men and women were screened for chronicity. Forty-one were children and forty-eight were veterans. Sixty-three were chronically homeless individuals with co-occurring substance abuse and mental health disorders and they were admitted to our Safe Havens. Twenty-six entered permanent supported housing. Thirty-four are actively working with the Homeless Outreach Coordinator. At the time of outreach, 123 were living in a place not meant for habitation and/or emergency shelter, 30 were living in an institutional setting, and twenty-three were at imminent risk of homelessness. Sixty-five individuals had a chronic health condition and 65 reported a physical disability. A total of 356 individuals were provided with permanent supported housing. At any time Boley Centers provides services to over 1,000 men and women, who have a psychiatric disability. Boley Centers serves adults, ages 18 and over, who have severe psychiatric disabilities such as severe mood disorders and schizophrenia and who may also have substance abuse disorders and may be homeless. Youth aged 15 to 18 are served by our Youth Employment Programs and young adults up at age 21 can be served by our Summer Youth Intern program.

B.2. Describe your board membership and how the board is reflective of the target population.
Our Board is comprised of 14 private citizens who voluntarily provide their time and talent to oversee the operations of Boley. Over 50% of the board members have served for over 15 years with several having served over 25 years. At all times we maintain a minimum of one family member of a consumer, a Veteran, a formerly homeless member, and a past or current consumer of Boley services. Thirty-six percent of the Board are African-American and twenty-nine percent of the board are female. The board and agency leadership are vigilant about ensuring diversity is present on the BOD, with an ongoing focus on recruiting diverse new members who bring the strength of expertise to the BOD. We ensure our staff are representative of our community's diversity via our annual EEOC reporting.

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

Boley has been providing services to people who are homeless since 1988. Boley operates over 300 units of permanent supported housing for homeless people who have a mental illness and substance abuse issues and two Safe Havens that serve people who are chronically homeless and who have co-occurring mental illness and substance abuse problems. Over 90 percent of the people served by Boley's homeless programs maintained permanent housing or moved into equally independent, permanent housing. Boley administers 181 Mainstream HUD funded vouchers, 38 Shelter Plus Care Tenant Based Rental Assistance vouchers, and 20 City of St. Petersburg funded Tenant Based Rental Assistance vouchers to people who are homeless. Assistance in obtaining housing and the needed funding to set up households is provided to the voucher recipients by Boley staff. Boley also administers 86 HOPWA vouchers. Boley has a local and regional reputation for successfully serving the community's most challenged citizens including disadvantaged and disabled adults and youth. Boley has extensive experience managing over $23 million annually in federal, state and local funding. Programs have had successful outcomes and site visits, resulting in annual continuation funding.

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

We are requesting continued funding to allow us to keep our Outreach Coordinator position -- which is currently filled. Boley's on-boarding process includes four steps: Job opening announcement/advertisement internally via ADP & externally via Indeed – 1-2 weeks Interview and send documents to HR – 2-3 weeks Pre-employment offer, reference checking, background screening and drug testing – 2 weeks Bring on candidate – 1 week It typically takes approximately one month to get a new hire on-board. Because the position is currently filled by a long-term employee, there is no implementation timeline. The position is currently operational.

C. Community Needs

Completed by jeriflanagan@boleycenters.org on 4/4/2025 3:12 PM

Case Id: 18886
Name: Boley Centers SAF
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 Homeless Leadership Alliance (HLA) maintains a coordinated entry list, identifying people who are homeless with priority given to people with high vulnerability and service needs. Currently, there are 768 households who are literally homeless and on the Coordinated Entry Prioritization List, awaiting placement into a Rapid Rehousing or Permanent Supportive Housing (PSH)program. 54 of those households have minor children in their care. Three families with minor children are awaiting Permanent Supportive Housing (PSH), and 51 families with minor children 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 whom are Veterans), and 554 individuals are awaiting RRH (70 of which are Veterans). The agencies providing services to people who are homeless must then get in touch with the homeless individual or household to physically locate them, connect, and begin engagement. Boley Centers takes the individuals and families with the highest acuity scores, all of whom have severe and persistent mental illness. The households enter our Permanent Supported Housing and individuals enter either a permanent supported housing unit or our Safe Havens. Generally, individuals who have been homeless for extended periods of time also have co-occurring substance use disorders and are in need of supervision and treatment prior to living independently safely. The Homeless Outreach Coordinator is responsible for locating the individuals identified on the Coordinated Entry list. She accomplishes this by using a phone number if one is available, using HMIS data to see where they were last located, and regularly going to the Pinellas Safe Harbor, Pinellas Hope, the VA, Turning Point, and St. Vincent de Paul. While on-site, she identifies new homeless people who are likely to meet the criteria. She works with the Outreach Teams and goes with them to encampments and street locations to make contact with the homeless people who have a mental illness and in are dire need of services. The Outreach Coordinator begins a dialog with the homeless people being referred, helping them get their immediate needs met and developing a relationship with them. She assists them with getting what they need to enter housing and accompanies them to the site of their housing, ensuring there is a "warm" handoff to the staff that will be working with them. The Homeless Outreach Coordinator ensures this community's valuable housing resources are used by those most in need and that these resources are not wasted by sitting empty with so many homeless people 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.
According to the Florida Council on Homelessness' 2024 Annual Report, Florida continues to lead the nation across multiple measures in our efforts to prevent and end homelessness. The funding for homelessness programs and services is driving positive outcomes. However, along with these successes, persistent challenges remain. The unprecedented increase in housing costs since COVID has resulted in a corresponding increase in the number of people living without a home. This dynamic coupled with the end of COVID programs that funded non-congregate shelters, namely FEMA and Emergency Solutions Grant- CV, has resulted in a sharp increase in the number of unsheltered people throughout Florida. In 2024, Pinellas County' COC had the 5th highest homeless count in Florida, after Miami/Dade, Orange, Broward, and Palm Beach counties' COCs. Since 2019, Pinellas County's homeless count has fluctuated slightly, with a high of 2,415 in 2019 to 2,110 in 2024. Pinellas County has the 8th largest count of unsheltered homeless. Pinellas

County has the 3rd largest number of chronically homeless, those people who have been homeless for the longest periods of time and who are affected by disabilities. This number has been growing since 2021 and, in fact, has more than doubled from the 2021 count of 213. Pinellas County has the highest number of homeless veterans in Florida, and has the 4th highest number of homeless 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?
This is the continuation of an existing position. The funding for this position was going to end prior to 10/1/2022, resulting in the agency not having a Homeless Outreach Coordinator position to locate and engage the homeless people who have been identified as needing Boley's housing for people who are homeless. Pinellas County began funding this position in October 2022, to ensure this valuable service continued, in order to get people out of homelessness and into housing.

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

☑ **Outcomes/Utilization/Success**
Outreach Outcomes.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.
The Homeless Outreach Coordinator works closely with the Street Outreach Teams to locate homeless people who have been identified or appear to have high SPDAT scores, indicating a need for Safe Haven or Permanent Supported Housing placement. The Outreach Coordinator goes on-site to local shelters weekly (St. Vincent de Paul, Pinellas HOPE, Turning Point, Safe Harbor) and the VA to conduct outreach and engagement activities with identified individuals, assessing them for the appropriate placement. The Outreach Coordinator coordinates the placement with Boley's Housing Department and the on-site Safe Haven or Supported Housing staff if the individual is able to be placed directly into an apartment safely. In the event the individual identified is entering the Safe Haven, the placement is generally completed within one or two days with the Outreach Coordinator coordinating transportation to the facility, helping the individual settle in, introducing them to the staff, etc. If entering Permanent Supported Housing, the Outreach Coordinator assists the individual with getting "paper- ready," i.e. obtaining state ID, local background check, verification of income, verification of chronically homeless status, etc. Once the Housing Department has their required paperwork and a lease is signed, the Outreach Coordinator accompanies the person (or household) to the permanent housing site, meeting with the on-site Supported Housing staff who will ensure their immediate needs are met, the apartment is move-in ready with linens, towels, kitchen supplies, etc., ensure they have adequate food for the immediate future, and that they have their needed medications, etc.

Please upload Collaborative Letter

☑ **Collaborative Letter**
collaboration letters.pdf

D. Scope of Services

Completed by jeriflanagan@boleycenters.org on 3/27/2025 3:54 PM

Case Id: 18886
Name: Boley Centers SAF
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.
Boley is requesting funding for the agency's Homeless Outreach Coordinator. This position provides the outreach and engagement activities necessary to get chronically homeless individuals off of the streets, out of encampments, out of shelters, and into housing. The Outreach Coordinator works closely with the Homeless Leadership Alliance's Coordinated Entry system. The Outreach Coordinator identifies the homeless individuals/households with the highest vulnerability and service needs, locates the people (in shelters, on the streets, encampments, etc.), and begins working with them to ensure their immediate needs are met while gathering the needed documents to get the person "document ready" to enter the housing. 100% of the people brought into Boley's Safe Havens or Permanent Supported Housing have a severe and persistent mental illness, and the majority have co-occurring substance use disorders. All have been homeless for extended periods. The majority of the individuals are unable to safely live alone in an apartment and instead enter one of our Safe Havens where professional staff are on duty 24/7. The residents have their own bedrooms with a couple having shared bedrooms, all have their own bed, dresser, and a place to store their belongings. The Safe Havens are “damp programs” – residents who drink alcohol or use drugs are not turned away. Using the best practice model of integrated substance and mental health treatment and stage-wise treatment, residents receive treatment according to their level of motivation. All staff attend Trauma Informed Care training and Seeking Safety. All services and treatment are based on the individual’s ability to accept treatment (including medication). Services and housing are not denied because the residents refuse to accept treatment. When the resident is stabilized they can move into Boley's Permanent Supported Housing. The Outreach Coordinator position is critical for getting high-risk people into housing.

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 for the Outreach Coordinator's salary, benefits, mileage, annual training, office costs, and provide some minimal client funds to pay for bus passes and other costs associated with getting housed.

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.
Conduct outreach services on-site at five local shelters weekly. Conduct engagement activities and assessments to 25 homeless individuals/families per month. Assist 90% of eligible individuals/families with getting "paper-ready" for intake. Assist 50% of the individuals/households assessed to get placed into housing. (The homeless population tends to be transient - many individuals assessed move on without communicating with the Outreach Coordinator. It often takes several encounters before the individuals begin working with the Outreach Coordinator to secure placement).

D.4. What is the target population and eligibility criteria for the program?
The targeted population is Chronically Homeless individuals and families affected by mental illness and substance abuse. The Homeless Outreach Coordinator serves the entire county, locating the highest-risk people in shelters, on the street, and in encampments. The individuals and families are assisted with getting into the housing most appropriate to their needs. Families are referred to Boley's Homeless Families Support Team. Many of the homeless individuals enter one of our Safe Havens, which provide a total of 45 beds. Twenty of the beds at the Safe Havens are designated for chronically homeless veterans. The Safe Havens serve individuals with the very highest SPDAT scores --with a minimum score of 8, however, most have much higher scores between 10-13. To be eligible for entry into a Safe Haven, an individual must have been homeless for an extended period of time, be disabled by mental illness, may have co-occurring substance use disorders and a high SPDAT score. For those individuals who do not meet Boley's chronicity eligibility requirements, the Outreach Coordinator will make referrals to the most appropriate resources that can help them obtain placement.

D.5. Provide the geographic service area(s) and hours and days for the program during contract period.
Boley's Homeless Outreach Coordinator serves people who are chronically homeless residing in Pinellas County. Outreach is provided Monday through Friday with varying daily hours, i.e. some days outreach services begin early in the morning in an effort to locate street homeless. The Outreach Coordinator takes calls during her off hours, assessing and directing homeless individuals when needed. The Safe Havens are open and staffed 24 hours a day, seven days a week. Our Permanent Supported Housing serving homeless households has staffing generally Monday through Friday with varied hours into the evenings. An on-call system is in place for emergencies.

D.6. Describe the program staff, including qualifications, expertise, and credentials, if required.
The Outreach Coordinator position requires a Bachelor's degree in Human Services and three to four years experience working with people with mental health disabilities/co-occurring substance use disorders with experience working with people who have been homeless preferred. When interviewing for this position we look for people who are empathetic and who will instinctively go out of their way to help a person in need. Our current Outreach Coordinator rises above minimum expectations on an on-going basis. She assists clients with getting their immediate needs met, ensures they have food and are safe, helps them get whatever ID and other paperwork completed to enter housing, and takes them to their new housing, ensuring they are introduced to the on-site staff, access their room at the Safe Havens or their new apartments and that a smooth transition is made out of homelessness. If the initial attempt is not successful, our Outreach Specialist will continue to engage with the homeless individual/household until housing is obtained.

E. Program Outcomes and Goals

Completed by jeriflanagan@boleycenters.org on 3/24/2025 12:46 PM

Case Id: 18886
Name: Boley Centers SAF
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**
SAF Outcomes and Goals Template Boley Centers.docx

E.2. What information will be collected to demonstrate program success?
Number of direct contact with homeless people, number of placements, where placed, people assisted with housing applications and getting required documents,

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 using HLA's PHMIS system and via Boley's electronic medical records (Avatar).

F. Budget

Completed by jeriflanagan@boleycenters.org on 3/27/2025 3:56 PM

Case Id: 18886
Name: Boley Centers SAF
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.
$23,679,293.00

F.2. Total Program budget. Amount currently allocated to fund the program with the requested Social Action Funding.
$710,838.00

F.3. Total Pinellas County Social Action Funding request.
$77,115.00

F.4. What percentage of the program budget will be funded with Pinellas County Social Action Funding?
10.80%

F.5. What other funders also financially support this program? To include the amount of funding and what those funds are used for.
The program is specifically one position, the Outreach Specialist, who provides the outreach, engagement, assessment and placement activities, needed to get chronically homeless individuals and families out of homeless situations and into housing. Pinellas County is funding this position/program at 100% The $77,115 provides the salary, benefits, mileage, office operations costs, and some client contingency funds that support these efforts i.e. paying to get birth certificates, bus passes, etc.. HUD, Pinellas County, local housing authorities and the City of St. Petersburg provide the funding to develop, operate and manage the permanent supported housing and the Safe Havens.

F.6. What other Pinellas County funding does the organization receive for any and all programs?
Pinellas County generously provides Boley Centers with $669,869 of funding to help fund HUD's required 25% match for the operating and support services for Boley's homeless housing programs. Additionally, Pinellas County's Department of Housing and Community development routinely partner with Boley Centers to help fund the development of affordable housing for low income households with special needs. Boley is currently partnering with Pinellas County on a Department of Children and Families contract and a US Department of Human Services SAMHSA grant to provide Treatment for Individuals Experiencing Homelessness located at Safe Harbor.

F.7. Describe the organizations plan for financial and program sustainability beyond fiscal year 2026.
This position is vital to the operations of our homeless programs (two Safe Havens with 45 beds and over 240 COC funded Permanent Supported Housing beds). The position takes referrals from the Homeless Leadership Alliance's Coordinated Intake, tracks down the people referred, engages with the person as often as needed assist them with identifying and applying for housing. She helps them get their identification, social security information, birth certificates and other required documentation needed to enter and settle into housing. We will pursue other sources of funding including other Pinellas County sources, the City of St. Petersburg, the HLA and the US Department of Housing and

Urban Development.

F.8. Please download and complete the Annual Budget form.

☑ **Annual Budget Narrative *Required**

FY26 Annual Budget Report.xlsx

G. Required Documents

Completed by jeriflanagan@boleycenters.org on 3/26/2025 10:49 AM

Case Id: 18886
Name: Boley Centers SAF
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**
501c 3 Boley Centers.pdf

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

☑ **W-9 with legal name which matches that of applicant name Save as W9 Agency name *Required**
W9 Boley Centers.pdf

☑ **Current Certificate of Insurance Save as Insurance Agency Name *Required**
Insurance Boley Centers.pdf

☑ **Completed Internal Control Checklist Save as Internal Control Checklist Agency name *Required**
Internal Control Checklist Boley Centers.pdf

☑ **Annual Budget Report Save as Annual Budget Agency name *Required**

Annual Budget Boley Centers.pdf

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

SAF Outcomes and Goals Template Boley Centers.docx

☐ **Current state licenses or registrations**

***No files uploaded*

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

Org Chart Boley Centers, Inc..pdf

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

Program Job Description Boley Centers.pdf

☑ **Housing First Checklist, if applicable Save as Housing First Agency name**

Housing First Boley Centers.pdf

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

Shelter Entrance Criteria.docx

☑ **Data Control Questionnaire Save as Data Control Questionnaire Agency Name *Required**

Data Control Questionnaire Boley Centers.pdf

☑ **HS E-Verify Affidavit Save as Everify Agency name *Required**

E-Verify Affidavit Boley Centers - Pinellas County.pdf

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

Board List Boley Centers.pdf

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

Accreditation Extension - Boley Centers Inc_.pdf

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

Human Trafficking Boley Centers.pdf

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

Travel Policy Boley Centers.pdf

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

conflict of interest Boley Centers.pdf

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

Safe Have Admission and Initial Intake Boley Centers.pdf
Safe Haven Acceptance for Admission-Transfer Boley Centers.pdf
Homeless Verification Boley Centers.pdf
Homeless Referral List Boley Centers.pdf
Homeless Admission Criteria Boley Centers.pdf
Homeless Housing First Admissions Boley Centers.pdf
Housing First Boley Centers.pdf

Submit

Completed by jeriflanagan@boleycenters.org on 4/4/2025 3:12 PM

Case Id: 18886
Name: Boley Centers SAF
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
Jeri Flanagan
Electronically signed by jeriflanagan@boleycenters.org on 4/4/2025 1:51 PM

Date Submitted
04/04/2025

Program Description

Completed by kchurch@lhpfl.org on 4/1/2025 11:14 AM

Case Id: 18898
Name: Lighthouse of Pinellas
Address: *No Address Assigned

Program Description

Please provide the following information.

Pinellas County
BOARD OF COUNTY COMMISSIONERS

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 kchurch@lhpfl.org on 4/1/2025 11:14 AM

Case Id: 18898
Name: Lighthouse 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 kchurch@lhpfl.org on 4/2/2025 11:45 AM

Case Id: 18898
Name: Lighthouse of Pinellas
Address: *No Address Assigned

A. Agency Information

Please provide the following information.

LEGAL AGENCY INFORMATION (FOR CONTRACT)

A.1. Legal Organization Name
Lighthouse of Pinellas

A.2. DBA (if applicable)
LHP

A.3. Legal Address
: 6925 112th Circle North, Suite 103 Largo, FL 33773

PROJECT INFORMATION

A.4. Program Name/Project Title
Improving the Independence and Quality of Life of Visually Impaired Aging Adults in Pinellas County

A.5. Summary - provide a brief summary of program and how funding would be utilized.
Funds will be used to support the salaries/benefits and direct program costs of Lighthouse of Pinellas' Independent Living Adult and Older Blind, and Vocational Rehabilitation Programs that empower aging adults with vision loss through comprehensive training and support. The Adult and Older Blind Program Independent Living services focus on daily living skills, orientation and mobility training, accessible technology instruction, and mental health support to promote safety, confidence, and social connection. Our Vocational Rehabilitation program provides career counseling, assistive technology training, workplace accommodations, job readiness support and supported employment and direct job placement services. to help clients regain employment or enhance new employment opportunities. By offering these essential services, Lighthouse of Pinellas helps aging individuals with vision loss maintain independence, employment, and overall well-being.

A.6. Physical Program Address

APPLICATION CONTACT INFORMATION

A.19. First Name
Karen

A.20. Last Name
Berke

A.21. Contact Person/Title
Director of Foundation and Corporate Grants

A.22. Contact Email
kberke@lhpfl.org

A.23. Telephone
6508882913

A.24. Executive Officer with signing authority First Name
Linday Kay

A.25. Executive Officer with signing authority Last Name
O'Reilly

A.26. Executive Officer Title
President and CEO

A.27. Executive Officer Email
loreilly@lhpfl.org

A.28. Executive Officer Phone Number
(727) 544-4433

6925 112th Circle North, Suite 103 Largo, FL 33773

A.7. Program Manager First Name
Meridith

A.8. Program Manager Last Name
Taylor

A.9. Program Manager Title
Director of Programs

A.10. Program Manager Email
mtaylor@lhpfl.org

A.11. Program Manager Phone Number
(727) 544-4433

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
$57,500.00

A.15. Taxpayer/Employer ID
23-7042938

A.16. Unique Entity Identifier (UEI- Federal SAM.GOV Number, if registered
L4AZWYESA514

A.17. Date of incorporation in Florida
05/01/1956

A.18. Date of 501(c)(3) Status
06/01/1970

B. Organization Profile

Completed by kchurch@lhpfl.org on 4/2/2025 11:46 AM

Case Id: 18898
Name: Lighthouse 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 Lighthouse of Pinellas aligns closely with the grant priority of addressing the needs of aging adults in the community by providing essential services that support the independence and well-being of individuals who are blind or visually impaired. With increasing numbers of aging adults in Pinellas County experiencing vision loss, the Lighthouse plays a critical role in delivering specialized programs designed to enhance mobility, daily living skills, and social engagement. Through comprehensive vision rehabilitation, assistive technology training, orientation and mobility instruction, vocational rehabilitation, and support groups, the Lighthouse directly improves the quality of life for aging adults facing vision loss. By empowering individuals to maintain independence, navigate their environments safely, and remain active in their communities, the Lighthouse not only meets the immediate needs of this population but also contributes to long-term solutions that align with the grant's priority area. Expanding and strengthening these services through grant funding would allow the Lighthouse to reach more aging adults, reduce social isolation, prevent falls and injuries, and ensure that visually impaired aging adults in Pinellas County can continue to lead fulfilling lives with dignity and confidence.

B.2. Describe your board membership and how the board is reflective of the target population.
Lighthouse of Pinellas is governed by a diverse Board of Directors committed to representing the community it serves. The Board includes individuals with expertise in finance, nonprofit management, and lived experience with vision impairment. The organization actively seeks diverse leadership, recently welcoming new members to enhance representation. This commitment ensures that policies and programs align with the needs of Pinellas County's diverse population, including individuals with vision loss and various racial and ethnic backgrounds. Our clients are from all walks of life – we are committed to ensuring that our Board represents not only the demographics of the clients we serve, but their various backgrounds and lived experiences (in addition to vision loss).

B.3. Explain the organization's experience relevant to the proposed priority area.
Lighthouse of Pinellas has a longstanding history and commitment to enhancing the independence and quality of life for aging adults experiencing vision loss. With over 60 years of service in Pinellas County, the organization offers comprehensive vision rehabilitation programs tailored to the unique needs of this population Our Financial capacity to implement this program is strong. We currently have $12.6M in unrestricted cash which includes a designated unrestricted program fund of $2.5M that is to be used for unfunded programs. We seek funding from the Social Action Fund to expand our two current programs for aging adults (Independent Living Older Blind and Vocational Rehabilitation) and will use our unrestricted program fund to offset any gaps in funding that cannot be supported by SAF. The Agency also owns its own facility and has no outstanding debt. We have the Administrative capacity to expand the program with: 1) a Finance Director with 20+ years in non-profit Financial management who was the prior CEO of the Lighthouse; 2) a Program Director, with 16 years of experience in the field and 8 years in program management; 3) a Technology Manager who has 13 years of experience in the field and is endorsed by Florida Department of Education, Division of Blind Services, in Assistive Technology. The Agency's President and CEO is an experienced non-profit leader who has worked for many national and regional agencies, similar to the Lighthouse. She brings deep development

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

The onboarding process for new clients (across the organization and for all programs) including our ILOB and VR Program, begins with an intake assessment. During this step, each individual or family seeking assistance completes an intake interview and a Comprehensive Functional Assessment (CFA) with a Case Manager. This assessment helps create an Individualized Rehabilitation Plan (Independent Living Services Plan), tailored to the client's needs and goals. The Case Manager provides clients with information on available services for the blind and visually impaired and makes appropriate referrals to other agencies as necessary. Follow-up services are provided to ensure the client receives the full benefit of the resources available, including internal consultations with staff and coordination across different professional disciplines within the organization. Additional support is offered through home services and family involvement, where appropriate. Case Managers make home visits and engage families or guardians of clients to ensure comprehensive support. In times of crisis, short-term intervention may be provided for clients experiencing emotional difficulties. Case Managers also advocate for clients by helping them access financial, medical, and other community services. Documentation is key throughout the process, with case notes entered into the Apricot case management system daily and monthly to track progress. Once a client has successfully completed their rehabilitation program or is no longer active, a formal closure process occurs, including a follow-up evaluation to assess satisfaction and outcomes, if appropriate.

C. Community Needs

Completed by kchurch@lhpfl.org on 4/2/2025 11:47 AM

Case Id: 18898
Name: Lighthouse 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.
Pinellas County is home to a growing population of aging adults, many of whom experience age-related vision loss. The prevalence of vision loss among older adults in Pinellas County is driven by conditions such as macular degeneration, diabetic retinopathy, glaucoma, and cataracts. The Centers for Disease Control and Prevention (CDC) reports that vision impairment is one of the top ten disabilities among adults in the United States, yet access to specialized services remains limited for many individuals. Older adults with vision loss often face: • Increased Risk of Falls and Injuries: Vision impairment is linked to a higher risk of falls, fractures, and hospitalizations, leading to loss of independence. • Social Isolation and Depression: Reduced mobility and difficulty engaging in social activities contribute to loneliness and mental health concerns. • Barriers to Daily Living: Routine activities such as cooking, managing medications, and transportation become major challenges without proper support. • Limited Access to Assistive Technology and Training: Many aging adults are unaware of or unable to afford adaptive technologies that could help them maintain independence. This growing public health concern impacts the independence, safety, and well-being of older residents, creating an urgent need for comprehensive support services in our region. The Lighthouse of Pinellas is the ONLY organization in Pinellas County that provides a continuum of care that addresses the rehabilitative, social, mental and educational needs of blind and visually impaired adults in our region.

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 no discrete statistics related to vision loss among aging Floridians in Pinellas County. However, according to the American Foundation for the Blind, approximately 268,559 individuals ages 55 and older in Florida reported vision difficulties in 2019. Applying this prevalence to Pinellas County, where 26% of the population is 55 or older, it is estimated that 19,000 residents in this age group are blind or visually impaired. Florida's large and growing aging population contributes to higher rates of vision loss. Furthermore, The Centers for Disease Control and Prevention (CDC) reports that vision impairment is one of the top ten disabilities among adults in the United States, yet access to specialized services remains limited for many individuals. Other trends related to vision loss among aging adults include: • According to the Vision Center (February 2025), there is a Higher Prevalence of Age-Related Eye Conditions among Floridians aged 55 and older. 32.1% have cataracts, exceeding the national rate of 28.5%. Additionally, 12.4% are affected by glaucoma, compared to 9.8% nationally. • According to the American Journal of Ophthalmology, the prevalence of visual impairment in Florida is expected to rise between 2015 and 2050, with the state projected to have the highest per capita prevalence of visual impairment in the U.S. These statistics and trends underscore the importance of accessible eye care services to address the growing issue of vision loss among older adults in Florida.

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?

Lighthouse of Pinellas is the only agency that provides specialized training to the visually impaired in Pinellas County. We work closely with several organizations and programs in our region who offer other services that complement our own, including education and rehabilitation, advocacy and access to resources. These include: 1. Florida Division of Blind Services (DBS): A state agency providing comprehensive services, including vocational rehabilitation, independent living programs, and the Braille and Talking Books Library. 2. Pinellas Council of the Blind (PCB): A local chapter of the Florida Council of the Blind, PCB focuses on advocacy, education, and social opportunities for visually impaired residents. PCB holds monthly meetings and welcomes new members. 3. Pinellas Public Library Cooperative – Talking Book Library: This service provides free access to recorded, Braille, and large print materials, as well as descriptive videos, for residents unable to read standard print due to visual or physical disabilities. 4. Florida Agencies Serving the Blind: A statewide network of private agencies (including the Lighthouse) that provides specialized services to individuals who are blind or visually impaired. These organizations, along with Lighthouse of Pinellas, contribute to a comprehensive support system for visually impaired individuals in Pinellas County, addressing needs ranging from education and rehabilitation to advocacy and access to resources.

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.

Lighthouse of Pinellas coordinates with various programs, organizations, and individuals in the community to enhance services and ensure individuals with visual impairments receive the support they need. Coordination with individuals and other programs includes: • Partnering with Healthcare Providers: We work closely with ophthalmologists, optometrists, and hospitals to receive referrals for individuals who are newly diagnosed with visual impairments. This ensures they receive timely intervention and access to rehabilitation services. • Workforce Development & Vocational Training: We coordinate with the Florida Division of Blind Services (DBS) and local employers including the MacDonald Training Center, Chick-fil-A, and BJ's Restaurant & Brewhouse to help visually impaired individuals develop job skills, secure employment, and maintain independence in the workplace. Our vocational training programs prepare individuals for meaningful careers through technology training, interview coaching, and job placement support. • Engaging with Nonprofit & Community Organizations: Lighthouse of Pinellas partners with disability advocacy groups, senior centers, and organizations like the Pinellas Council of the Blind to provide social engagement, independent living resources, and accessibility services. • Providing Assistive Technology & Accessibility Support: We work with technology companies and service providers to introduce the latest in adaptive technology, helping individuals use screen readers, Braille displays, and other devices that enhance independence. • Community Outreach & Awareness: Lighthouse of Pinellas engages with the community by hosting workshops, and outreach events to educate the public on visual impairment and the resources available. We also advocate for accessibility improvements in public spaces and workplaces. Through these coordinated efforts, Lighthouse of Pinellas ensures that aging adults with visual impairments in our community receive comprehensive support.

Please upload Collaborative Letter

☑ **Collaborative Letter**

Collaboration Letters Lighthouse of Pinellas.pdf

D. Scope of Services

Completed by kchurch@lhpfl.org on 4/2/2025 11:56 AM

Case Id: 18898
Name: Lighthouse 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.
Lighthouse of Pinellas provides Independent Living Adult & Older Blind and Vocational Rehabilitation programs to help aging adults with vision loss maintain independence, employment, and well-being. These programs incorporate Person-Centered Planning (PCP), the Structured Discovery Method, and CBT-informed approaches to support skill development, technology training, and emotional resilience. Independent Living Adult & Older Blind Program This program empowers individuals through Structured Discovery, promoting confidence and problem-solving in daily life. Services include: • Daily Living Skills Training – Hands-on instruction in meal preparation, personal care, home organization, and medication management. • Orientation & Mobility Training – Techniques to navigate homes and public spaces safely and independently. • Technology Training – Instruction on screen readers, magnification, and speech software for digital accessibility. • Mental Health & Peer Support – Individual and group counseling incorporating CBT-informed strategies to foster resilience. Vocational Rehabilitation This program helps individuals gain or retain employment using Customized Employment (CE) and Individual Placement and Support (IPS) models. Nearly 50% of participants are 55+, and SAF funding will focus on this aging population. Services include: • Career Counseling & Job Readiness – Personalized career guidance, resume assistance, and interview coaching. • Assistive Technology Instruction – Training on JAWS, NVDA, ZoomText, and braille displays for workplace efficiency. • Workplace Accommodations & Advocacy – Collaboration with employers to ensure inclusive environments for job retention. • Direct Job Placement – Connecting clients with employers and providing on-the-job training for long-term success. Through these services, we empower individuals with vision loss to live independently and achieve meaningful 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?
Funding will be used to pay for the salaries and benefits ($30,000) of a Vocational Rehabilitation Program Case Manager, Professional Service fees (contracted) for a licensed Mental Health Therapist ($10,000), client activities and supplies ($5,000 for materials and supplies and $5,000 for new Adaptive technology), transportation ($5,000 mileage reimbursement for program staff for home visitations), and $2,500 for training and development for program staff required for renewed certifications and a new Mental Health First Aide Training. Funding for staff is for a new program staff VR Case Manager (see org chart for vacant position). Device funding is for new, innovative devices and products. Transportation and mileage costs are due to the increase in gas prices and mileage reimbursement rates, to serve our clients according to their needs.

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 for our Independent Living and Vocational Rehabilitation clients are flexible, allowing participation

based on the client's needs and schedule. Clients can choose to attend as many hours or days per week as they wish, ranging from 2 hours to over 10 hours weekly, depending on their personal schedule, service plan, and class availability. However, we encourage clients to attend at least one two-hour service per week. For Independent Living clients, services may last up to two years, though we aim for goal completion within one year. For Vocational Rehabilitation clients, we target goal completion within one year as well. However, newly visually impaired clients often face psychological adjustment periods, which may extend their service duration beyond a year. While most adult clients meet their goals within a year, approximately 30% remain in service longer.

D.4. What is the target population and eligibility criteria for the program?
Any adult Pinellas County resident who is blind or visually impaired and is over the age of 55 is eligible to participate in our ILOB and VR programs. Currently, one hundred fifty (150) aging adults are participating in our Adult and Older Blind Independent Living Program and fifty (50) in the Vocational Rehabilitation Programs. We expect both programs to grow by approximately 10% over the upcoming year due to increased marketing and outreach efforts in the community. Although low-income is not a criteria, more than 85% of our current aging clients self-report as having very low-income or extremely low-income, as measured by 2017 Median Incomes in Pinellas County, reported by the U.S. Department of Housing and Urban Development. Many are retired and live on a fixed-income; some working age-adults lost their jobs due to their vision impairment. Race and ethnicity vary from year-to-year; currently 70% are Caucasian, 17% are African-American, 3% are Asian, and 10% are Latino. In addition, 61% are Female, and 39% are male. These percentages were calculated based on the Intake Questionnaire of aging adult clients (over 55) to our program. All clients must have a visually disabling condition that is never likely to be correctable with surgery or corrective lenses. Almost all adults and seniors who participate in this program lost their vision later in life from diseases such as early age-related macular degeneration, diabetic retinopathy, and glaucoma.

D.5. Provide the geographic service area(s) and hours and days for the program during contract period.
Lighthouse of Pinellas serves all areas of Pinellas County. The Adult and Older Blind Independent Living Program (and all services) will be offered 5 days/week during the contract period (from 8:30AM to 4:30 PM). Specific services (mobility and orientation, technology training, kitchen essentials, etc.) are offered at varying times each week to make it easy for a client to choose the day and time that meets their specific needs and availability. Vocational Rehabilitation services operate on a similar schedule, allowing for client participation based on availability and interests. Some services are provided outside regular business hours, as needed, such as orientation and mobility training after dark and on-the-job coaching in the evenings and on weekends.

D.6. Describe the program staff, including qualifications, expertise, and credentials, if required.
The Lighthouse is accredited by the Association for Education and Rehabilitation of the Blind and Visually Impaired (AER) and has maintained accreditation for more than 23 years. Staff members who provide training or services as a part of the program are degreed, licensed, and/or certified professionals, the majority having Bachelors or Master Degrees in Visual Disabilities and national certifications in their specialized area (orientation & mobility, technology training, vision rehabilitation therapy, etc.). Over the past two years we have significantly increased our hiring practices to include visually-impaired adults – many who have graduated from our programs and are also credentialed in the field of visual disabilities. These staff serve in mainly instructional roles and now more than 30% of our staff are blind or visually impaired. This is important because they have the knowledge and lived- experiences to connect with our clients. Many of our clients have expressed an appreciation of this new hiring practice. Most teaching staff have prior work experience in the field and all continue to obtain new skills and certifications through ongoing professional development and conference participation Meridith Taylor, who oversees this program has been with the Lighthouse since 2011. She has 16 years of experience working with the visually impaired. She graduated with both Bachelors and Masters' Degrees in Visual Disabilities from Florida State University and is certified through ACVREP as a Vision Rehabilitation Therapist (CVRT) and an Assistive Technology Instructional Specialist for People with Visual Impairments (CATIS).

E. Program Outcomes and Goals

Completed by kchurch@lhpfl.org on 4/1/2025 11:02 AM

Case Id: 18898
Name: Lighthouse 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**
Lighthouse SAF Goals and Outcomes 2025.pdf

E.2. What information will be collected to demonstrate program success?
Currently, at intake (or enrollment), the Lighthouse staff collects demographic data and uses an evidence-based Comprehensive Functional Assessment endorsed by the Florida Division of Blind Services, to collect baseline knowledge and skills for each client in the program. From the baseline assessment we then establish program skill goals for each client. The Assessment's task analysis and skills checklists (baseline and goals) are used with every lesson to collect data on client competency which evaluated over time will show client improvement (or decline). Items in the Assessment are directly linked to proposed outcome measures, as the items assess the level of each skill that the program intends to maintain, improve, or increase. We also collect client testimonials and stories for each program that highlight program success. We also collect client testimonials and stories for each program that highlight program 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)
Client data at Lighthouse of Pinellas is collected throughout the service process, beginning during intake and continuing as clients engage in services. Data is gathered during assessments, progress tracking, and goal reviews. The information collected includes client demographics, service participation details, progress toward goals, and any additional needs identified during services. Lighthouse of Pinellas uses Apricot - a cloud-based case management and data tracking software to collect, manage, and report on client data. Apricot helps the Lighthouse track services provided, monitor client progress, and ensure that client outcomes are met. It allows staff to document client interactions, update service plans, and collect data in a secure, HIPAA-compliant manner. The platform also supports generating reports to evaluate the effectiveness of programs and services offered by the organization.

F. Budget

Completed by kchurch@lhpfl.org on 4/2/2025 4:20 PM

Case Id: 18898
Name: Lighthouse 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.
$2,552,703.00

F.2. Total Program budget. Amount currently allocated to fund the program with the requested Social Action Funding.
$857,130.00

F.3. Total Pinellas County Social Action Funding request.
$57,500.00

F.4. What percentage of the program budget will be funded with Pinellas County Social Action Funding?
6.70%

F.5. What other funders also financially support this program? To include the amount of funding and what those funds are used for.
Lighthouse of Pinellas receives support and has pending support from the following funders: Florida Division of Blind Services - $430,474 (approved Adult and Older Blind Independent Living Program) Florida Division of Blind Services - $245,470 (approved Vocational Rehabilitation Program) Florida Division of Blind Services - $55,500 (approved - Operational Expenses Independent Living and Vocational Rehabilitation Programs Free Family Foundation - $22,500 (approved Adult and Older Blind Adult Independent Living Program) Grow Financial Foundation - $5,000 (approved Adult and Older Blind Independent Living Program) Trust Bank Foundation - $17,500 (approved Vocational Rehabilitation Program)

F.6. What other Pinellas County funding does the organization receive for any and all programs?
Lighthouse of Pinellas receives funding from the Florida Division of Blind Services, our local community foundations (Tampa Bay and Pinellas County), regional and local private family foundations, local business support (grants and sponsorships), individual donations, and through funds raised from our annual and quarterly fundraising events. We also periodically received support from the estates of former clients who have passed away.

F.7. Describe the organizations plan for financial and program sustainability beyond fiscal year 2026.
We plan on sustaining both programs through continued support from the Florida Division of Blind Services, through existing and new family and private foundations, corporate support, individual donations, and from funds raised at our annual fundraising events. Lighthouse of Pinellas has been a long-time provider of training services for the visually impaired in our region, and we fully expect funding support to continue into 2026 and beyond.

F.8. Please download and complete the Annual Budget form.

☑ **Annual Budget Narrative *Required**

Neighborly Software

G. Required Documents

Completed by kchurch@lhpfl.org on 4/1/2025 11:21 AM

Case Id: 18898
Name: Lighthouse 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 letter.pdf

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

☑ **W-9 with legal name which matches that of applicant name Save as W9 Agency name *Required**
W9 Lighthouse of Pinellas.pdf

☑ **Current Certificate of Insurance Save as Insurance Agency Name *Required**
Certificate of Liability Insurance Lighthouse of Pinellas.pdf

☑ **Completed Internal Control Checklist Save as Internal Control Checklist Agency name *Required**
Internal Control Questionnaire Lighthouse of Pinellas.pdf

☑ **Annual Budget Report Save as Annual Budget Agency name *Required**

Annual Budget Lighthouse of Pinellas.pdf

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

Lighthouse SAF Goals and Outcomes 2025.pdf

☐ **Current state licenses or registrations**

***No files uploaded*

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

Org Chart Lighthouse of Pinellas.pdf

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

Job Descriptions Lighthouse 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 Questionaire Lighthouse of Pinellas.pdf

☑ **HS E-Verify Affidavit Save as Everify Agency name *Required**

Employment Eligibility and EVerify Reg Lighthouse of Pinellas.pdf

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

Board Members Lighthouse of Pinellas.pdf

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

Accredidation Lighthouse of Pinellas.pdf

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

Human Trafficking Affidavit Lighthouse of Pinellas.pdf

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

Mileage Policy Lighthouse of Pinellas.pdf

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

Conflict of Interest Lighthouse of Pinellas.pdf

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

Program Policies and Procedures Lighthouse of Pinellas.pdf

Submit

Completed by kchurch@lhpfl.org on 4/2/2025 4:25 PM

Case Id: 18898
Name: Lighthouse 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
Karen Berke
Electronically signed by kchurch@lhpfl.org on 4/2/2025 4:22 PM

Date Submitted
04/02/2025

Program Description

Completed by ncuddy@arsponline.org on 3/12/2025 9:56 AM

Case Id: 18908
Name: Family Enrichment Services
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 ncuddy@arsponline.org on 3/31/2025 11:44 AM

Case Id: 18908
Name: Family Enrichment Services
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 ncuddy@arsponline.org on 4/1/2025 2:50 PM

Case Id: 18908
Name: Family Enrichment Services
Address: *No Address Assigned

A. Agency Information

Please provide the following information.

LEGAL AGENCY INFORMATION (FOR CONTRACT)

A.1. Legal Organization Name
Adoption Related Services of Pinellas Inc.

A.2. DBA (if applicable)
Family Enrichment Services

A.3. Legal Address
3941 68th Avenue North Pinellas Park, FL 33781

PROJECT INFORMATION

A.4. Program Name/Project Title
Keeping Families Together

A.5. Summary - provide a brief summary of program and how funding would be utilized.
Trauma-responsive in-home counseling for vulnerable children and their parents/caregivers to help families heal and stay together.

A.6. Physical Program Address
3941 68th Avenue North Pinellas Park, FL 33781

A.7. Program Manager First Name
Natalie

A.8. Program Manager Last Name
Cuddy

A.9. Program Manager Title
Executive Director

A.10. Program Manager Email
ncuddy@arsponline.org

A.11. Program Manager Phone Number
(727) 831-0483

APPLICATION CONTACT INFORMATION

A.19. First Name
Natalie

A.20. Last Name
Cuddy

A.21. Contact Person/Title
Executive Director

A.22. Contact Email
ncuddy@arsponline.org

A.23. Telephone
7278310483

A.24. Executive Officer with signing authority First Name
Natalie

A.25. Executive Officer with signing authority Last Name
Cuddy

A.26. Executive Officer Title
Executive Director

A.27. Executive Officer Email
ncuddy@arsponline.org

A.28. Executive Officer Phone Number
(727) 831-0483

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
$95,528.00

A.15. Taxpayer/Employer ID
56-2559756

A.16. Unique Entity Identifier (UEI- Federal SAM.GOV Number, if registered
U7BBBEX4NJL6

A.17. Date of incorporation in Florida
01/20/2006

A.18. Date of 501(c)(3) Status
04/10/2006

B. Organization Profile

Completed by ncuddy@arsponline.org on 4/2/2025 10:03 AM

Case Id: 18908
Name: Family Enrichment Services
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 Family Enrichment Services is to enrich the lives of children, youth, and families through trauma-responsive, community-based interventions. We believe that all people deserve meaningful and safe relationships. Family Enrichment Services provides in-home mental health counseling to disadvantaged residents in our community. More specifically, we serve children who have experienced trauma and their families. Most of the children we serve are either in foster care or were adopted from the foster care system. We work with parents and caregivers to understand and manage trauma-based behaviors so that adoptions are successful and families stay together. Our therapists provide in-home, trauma-responsive, family-focused, and adoption-competent counseling to child survivors of physical and sexual abuse, and neglect. Our therapists use a variety of evidence-based treatment techniques grounded in current brain research to maximize impact and guide families toward healing. Sessions occur in the afternoons, evenings, and on weekends to maximize parent participation. The in-home component of our counseling program sets us apart from other counseling services in our community, especially when telehealth has increased significantly following the pandemic. Providing services in the client's home not only allows us to remove barriers to engagement like transportation costs, it also allows our clients to work through difficult emotions in a familiar and safe space. We are experts in providing crisis interventions and stabilization services that result in more robust coping mechanisms, fewer incidents of in home violence, and fewer calls to Law Enforcement agencies for mental health crises.

B.2. Describe your board membership and how the board is reflective of the target population.
Our board consists of five members at this time. Four members are female, and one is male; four members are White, and one member is Black. One member identifies as part of the LGBTQ+ community. One member was adopted as a child. Four members are parents. Of those four, one is both a biological and foster parent; one is an adoptive parent to a large sibling group. Both of these members have had a full array of therapeutic services in their homes: mental health counseling, occupational therapy, and speech therapy. These two members in particular understand the value of in-home therapeutic services to stabilize our target population: children with trauma and their families. They also understand the value of supporting and strengthening the skills of parents and caregivers in order to build connections with children and help them heal from trauma. We are always searching to expand our board with individuals who have compassion for under-served and vulnerable children in our community or a connection to children in foster care. We recruit board members who can bring additional experience and diversity of race, gender, and ideas to our agency.

B.3. Explain the organization’s experience relevant to the proposed priority area.
We have been meeting the therapeutic needs of Pinellas County's abused and neglected children and their caregivers since 2006. The significant emotional and behavioral challenges of traumatized children can escalate to crisis level without the proper services and support. Foster and adoptive families in crisis need consistent and immediate access to qualified therapeutic services for stabilization. Without our services, many of these children are at risk for remaining in or returning to foster care. We have specialized skills that make us unique in the community to effectively serve adoptive families, especially those who have children with attachment issues. In 2024, our average counseling case load was 184. We opened 170 new cases and received 325 referrals for counseling in 2024. All of our clinical staff are licensed

clinicians or masters level clinicians working toward licensure. We are the only agency in Pinellas County that requires all of our clinicians to be trained in Adoption Competency. Several of our supervisors are trainers for Adoption Competency, and we offer this 32-hour training to other providers in our community. We also provide Comprehensive Behavioral Health Assessments (CBHA) for Pinellas County, for children who are victims of abuse, neglect or abandonment and placed into shelter. We make recommendations for permanency planning and services based on history, previous evaluations and testing, opinions and observations.

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

Because our counseling program is already providing services, the implementation timeline will be immediate. All of our newly hired clinicians receive education around our policies and procedures in addition to support and clinical supervision in doing this difficult work. Any new service opportunities will be announced to all current employees to allow application from within before they are posted externally. Applications and resumes submitted for consideration will be forwarded to the Executive Director, will be kept active for 60 days, and will be held for at least six months. All qualified individuals who apply for service opportunities within FES will be considered without regard to a person's age, race, color, sex, religious creed, national origin, political opinions or affiliations, sexual orientation, marital status, handicap, disability, veteran status or any other characteristic protected by law. Such equal employment opportunity will be attained using both objective and subjective merit principles and shall apply to agency practices relating to recruitment, examination, appointment, training, promotion, demotion, compensation, retention, discipline, separation, or other employment practice as it pertains to applicable workers. Candidates will be interviewed by the most appropriate two members of the current management team using standard interview questions for the position that comply with any applicable employment and labor laws. The best candidate will be selected. Final candidates will be given an opportunity to speak with a current employee, as available. Employees will be offered a pay rate commensurate with their level of education, experience, and licensure status. Once a new clinician is hired, they receive training and HR orientation during their first week and then they are assigned cases and begin work with children and families. We assign cases in the areas that our clinicians live to help reduce the amount of time they drive to see clients.

C. Community Needs

Completed by ncuddy@arsponline.org on 4/3/2025 8:00 AM

Case Id: 18908
Name: Family Enrichment Services
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.
Mrs. W cries as she tells the clinician how frustrated she is with Johnny. She adopted Johnny, age 9, from the foster care system six months ago. She understood that he had experienced significant trauma: drug exposure in utero, abuse, removal from his biological parents, and multiple placements. She thought problems would resolve after adoption. Johnny would understand that she was his forever parent and calm down enough that parenting him would be easier. Instead, he is defiant, aggressive, causing problems at school, and lying. Last week he pushed her. She tried time outs, behavioral charts, and yelling. Everything that worked for parenting her biological children isn't working with him. She wonders whether she can continue to parent him or if she is enough for him as a mom. Mrs. W is just one of many parents in our community our clinicians serve. Without appropriate, trauma-responsive intervention, Mrs. W's family is at risk of falling apart. Families like these need adoption competent, family-focused, trauma-responsive counseling services to help them heal and stay together. This grant would enable us to hire more clinicians to serve children and their families in Pinellas County. Since the pandemic we have noticed both an increase in mental health needs and referrals and a decrease in the number of clinicians applying to do this crucial work for us. We have lost several of our clinicians to new private practices and small agencies serving families that can pay out of pocket for services. Many of these practices offer only telehealth or office visits. Due to these shifts in the delivery of care, children with medicaid and lower income families have been negatively impacted. For optimal therapeutic impact, children post-trauma (physical or sexual abuse; neglect; witnessing domestic violence, suicide, drug or alcohol addiction) should receive in person therapy sessions with caregiver involvement. At times, they need support more than one time per week. Parents and caregivers need support and trauma-responsive guidance to manage challenging behaviors without further damaging relationship and attachment. This grant will enable us to reach more disadvantaged Pinellas families with crucial therapeutic services to navigate high conflict and crisis with their children as well as system-based stressors.

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 Florida Department of Health, there were 21,031 children in the Florida foster care system in 2023. Pinellas County had the fourth highest number of children in foster care at 1,258 children in 2023, after only Hillsborough, Miami-Dade, and Duval counties. Children in foster care are four to five times more likely to suffer from mental health issues, according to the Kaiser Family Foundation. The vast majority of children we serve (363 Pinellas children in 2023 alone) are currently or previously have been in the foster care system. While our own referrals for services are steady and have even increased since the pandemic, we have not found statistics on the number of Pinellas children and families needing therapeutic services as a result of trauma. We can, however, offer anecdotal evidence via client self-reporting. Many clients that contact our agency for therapy have reported that there are waiting lists for most community behavioral providers. Some clients have received assessments for mental health services but were never matched with a clinician available to provide ongoing therapy. Some have had to wait for several months to be matched with a clinician and then have only received services on a monthly basis. If we do not have a clinician available to work with a family, we refer the family to other services since we do not think it is a safe practice for children to wait for services.

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 received 325 referrals for counseling services over the course of 2024. We opened 170 new cases and maintained an average load each month of 184 cases. With over 1,200 Pinellas children in foster care (this number does not include those children who have been reunified, adopted, or have aged out but still need therapeutic intervention), we have many more children and families to reach. There are other agencies who provide counseling for children in foster care, but our agency is specially trained to address trauma, attachment, and adoption related issues. We recognize the importance of involving the entire family in treatment. Our sessions occur after school and work hours so that all family members can participate. We recognize that in order to heal from trauma, children first need to feel grounded and safe. They need their caregivers available and present, ready to meet their emotional needs. Our clinicians spend a lot of time helping parents and caregivers better understand difficult behaviors as unmet needs and trauma responses, giving them tools to manage their own frustrations and distress so that they can be fully present for these children. These techniques and robust support helps to lessen the reliance on system-based solutions to address behavior, like Law Enforcement and Baker Acts. Additional funding will not only allow us to serve more children who need specialized trauma treatment, but also fill in the gaps due to Medicaid limitations. Medicaid only allows 26 one-hour sessions per fiscal year. Our clinicians typically see children and families weekly at the beginning of treatment until the family stabilizes, and then they begin to scale down to every other week in order to conserve Medicaid units. There are many children and families who need weekly support, guidance, and intervention in order to remain stable and make progress. Processing past trauma can make behaviors worse temporarily before healing takes place. Additional funding will allow our clinicians to fully support the families they serve beyond what Medicaid allows. Additional support and intervention could be the difference between a placement disruption and a family staying together.

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.
These expanded services will align with the existing relationships and collaborations we have enjoyed for almost two decades. We recognize that while we are especially effective at providing counseling for vulnerable children and families, we do not need to do it all. We lean on other providers to fully meet client needs so that we can focus on what we do best. We refer relative caregiver families to Kinship Care for additional support and opportunities to meet other relative caregiver families. We work closely with case management agencies through Family Support Services and Lutheran Services Florida to ensure that families have their basic needs met. We coordinate care with CASA when there are concerns about domestic violence and Operation PAR when a family member struggles with addiction. We work closely with Medicaid case managers to advocate for client needs and to prevent costlier and more restrictive placements. We have relationships with multiple Law Enforcement Victim Advocates, who augment our efforts with comprehensive justice system education, prediction, and accompaniment. We coordinate with schools to encourage trauma-informed responses to difficult behaviors. We are a subcontractor for Lutheran Services Florida to provide the

counseling component of their Diversion Program and we work with USF to provide healthy relationship groups to adults in our community. Leaning on our community partners to meet the needs outside of counseling enables us to focus fully on meeting clinical needs for our families. When we receive a referral for services, if we do not have a clinician available to take the case, we provide referrals to other agencies and counseling services. We do not maintain a waiting list as we recognize that these children and families need timely intervention and care. Our relationships with other providers enable us to give families warm hand offs and immediate support when needed.

Please upload Collaborative Letter

☑ **Collaborative Letter**

Support Letter 1 Adoption Related Services of Pinellas.pdf
Support Letter 2 Adoption Related Services of Pinellas.pdf

D. Scope of Services

Completed by ncuddy@arsponline.org on 4/4/2025 9:58 AM

Case Id: 18908
Name: Family Enrichment Services
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.
Family Enrichment Services provides in-home, family-focused, trauma-responsive counseling services to vulnerable children and families in our community. Our clinicians use evidence-based models and techniques grounded in current brain research to help families heal from past trauma. These evidence-based treatments include Trauma Focused Cognitive Behavioral Therapy (TF-CBT), Child Parent Psychotherapy (CPP), and Parent Child Interaction Therapy (PCIT). Some of our clinicians have training in Eye Movement Desensitization and Reprocessing (EMDR), Trust-Based Relational Intervention (TBRI), and Accelerated Resolution Therapy (ART) techniques. All of our clinicians receive Adoption Competency Training and recognize the need to focus on the family in order to help children heal from trauma. In his book The Body Keeps the Score, Bessel van der Kolk writes, “The parent-child connection is the most powerful mental health intervention known to mankind.” With the right therapeutic support and intervention, caregivers and parents have the biggest opportunity to help children heal from trauma and thrive. Being awarded our entire request of $95,528 would allow us to expand our in-home counseling program to accommodate additional vulnerable Pinellas County families. With this funding, our in-home clinicians will be able to provide an additional 1,092 hours of counseling for vulnerable families. We continue to receive more referrals than we can accommodate: 325 new referrals for counseling in 2024 alone. The need to expand our counseling program in our community is there. We have utilized the 2023 Florida Medicaid Community Behavioral Health Fee Schedule to guide us in determining public industry standards for cost of services. This fee schedule allows for $87.48/hour for individual and family therapy. $87.48/hour X 21 hours per week for 52 weeks uses the full amount of our request: $95,528.

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?
100% of these funds will be use for staff-related salaries for our in-home counseling program.

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.
When a child is first referred for counseling services, sessions typically occur weekly for an hour in their home. Once the child and family begin to stabilize, sessions reduce in frequency to every other week. This gives parents and caregivers opportunities to practice skills in between sessions and conserve Medicaid units so that services can continue for an entire year if necessary. Some of the families we serve have complex needs and remain open in our program longer than a year. For these families, we re-evaluate after a year to ensure that our services are still appropriate and are helping to make progress. Additional interventions and treatment modalities are considered as well as whether the child continues to meet criteria for the diagnosis given at the beginning of services. If a child's behaviors put them at risk of costlier and more restrictive treatment, we work with the family to request more intensive services through Medicaid. If they qualify

for more intensive services (Therapeutic Behavioral On-Site Services), our clinicians can provide up to 2.25 hours of in-home counseling with the child and family per week. This can continue until the child begins to stabilize and risks of costlier and more restrictive treatment reduce.

D.4. What is the target population and eligibility criteria for the program?
Our target population is children impacted by trauma and their families. We serve all types of families: children living with their biological parents, children in foster care, children placed with relatives or non-relatives, children in prospective adoptive homes, children living with their adoptive parents, and children who have come to the attention of Child Protection Services. The child must have behavioral concerns that are negatively impacting their lives. The child must have Medicaid since that is our primary source of funding.

D.5. Provide the geographic service area(s) and hours and days for the program during contract period.
We provide in-home counseling services throughout Pinellas County, from Tarpon Springs to Tierra Verde. Our clinicians work Monday through Friday with flexible hours of operation that meet the needs of our clients and their families, typically between 11am-8pm. Some of our clinicians see clients on the weekends.

D.6. Describe the program staff, including qualifications, expertise, and credentials, if required.
The clinicians must have a minimum of a Master's Degree in the field of clinical social work, mental health counseling, psychology or a related field. They must be license eligible (RMHCI, RMFTI or RCSWI) or have a license (LMHC, LMFT, or LCSW) with the Florida Department of Health. Clinicians have a minimum of two years of direct experience working with children and families who are victims of physical abuse, sexual abuse and neglect and have behaviors that impact their functioning. Clinicians need experience using the most current Diagnostic and Statistical Manual (DSM), the Diagnostic Classification of Mental Health and Developmental Disorders of Infancy and Early Childhood (DC: 0-5) and their respective systems of crosswalk to the International Classification of Diseases, Clinical Modification (ICD). They also need knowledge of the mental health and support services available in the Pinellas County community. Our intake coordinator manages all of the referrals and paperwork required to provide services. She has experience working with families impacted by trauma and has knowledge or our Electronic Health Record (EHR) and our policies and procedures.

E. Program Outcomes and Goals

Completed by ncuddy@arsponline.org on 4/4/2025 10:15 AM

Case Id: 18908
Name: Family Enrichment Services
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 Adoption Related Services of Pinellas.pdf

E.2. What information will be collected to demonstrate program success?
To ensure that our in-home counseling program is successful, Family Enrichment Services gathers data on the following measures: 1. 80% of families served report that child/youth and primary caregiver have a safe and secure attachment at time of case closure 2. 80% of children, youth, and families receiving in-home counseling will acquire and use positive life skills 3. 80% of families served will attain or preserve healthy permanency so that families stay together This data is collected by our Quality Improvement Specialist through treatment plans and discharge summaries. The data is then provided to our Performance and Quality Improvement committee, which is compiled of staff from all programs and meets quarterly to review findings and ensure we are meeting our 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)
When services begin, our clinicians work with their clients to develop a treatment plan with goals that are specific, measurable, attainable, relevant, and time-bound in accordance with Medicaid expectations. Treatment plans provide a detailed description of problem behaviors including frequency, intensity, and duration. Treatment plans then identify an individualized treatment goal related to each problem behavior as well as an objective that is specific, observable, and measurable. Each individual goal is tied to our broader agency goals of safe and secure attachments, positive life skills, and healthy permanency. During sessions, the clinician implements interventions that address each objective, identifying strengths, limitations, and progress in weekly progress notes. Every five months, the clinician updates the child's treatment plan and reviews progress with the family. At that time, clinicians work with the client and caregivers to identify whether the objectives still apply and/or whether additional goals need to be added to the treatment plan. At the time of case closure, an objective is marked successfully achieved when there has been at least a three point increase in the progress rating over the course of services. This data is collected and reviewed by the Performance and Quality Improvement committee to discuss successes, challenges, patterns, and trends. This

committee uses the data to inform how Family Enrichment Services can improve and strengthen services for families. Depending on the age of the child, we may use other validated tools to evaluate these outcomes. These include Ages and Stages Questionnaires for younger children and Parenting Stress Index.

F. Budget

Completed by ncuddy@arsponline.org on 4/4/2025 9:21 AM

Case Id: 18908
Name: Family Enrichment Services
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.
$1,594,099.00

F.2. Total Program budget. Amount currently allocated to fund the program with the requested Social Action Funding.
$759,707.00

F.3. Total Pinellas County Social Action Funding request.
$95,528.00

F.4. What percentage of the program budget will be funded with Pinellas County Social Action Funding?
12.00%

F.5. What other funders also financially support this program? To include the amount of funding and what those funds are used for.
Our in-home counseling program is primarily funded through Medicaid reimbursement for counseling services, assessments, and treatment plans. We are continually seeking to diversify our funding through additional grants and fundraising efforts. In 2024, we were awarded $15,000 from Pinellas Community Foundation, $6,000 from Minnreg Veterans Association, $4,000 from DeBartolo Family Foundation, and $1,500 from Clearwater Woman's Club to support our in-home counseling program. We were also awarded $20,000 from Orlando Health to reimburse our in-home clinicians for their mileage to clients' homes. We partnered with Feeding the Fosters for a fundraising luncheon in 2024. Unfortunately, the luncheon coincided with Hurricane Helene and was canceled for safety reasons. Our board of directors is working with our Executive Director to plan additional fundraising for our agency.

F.6. What other Pinellas County funding does the organization receive for any and all programs?
Family Enrichment Services has a subcontract through Lutheran Services Florida to provide the assessment and counseling component of their diversion program, called Connecting Family Paths. We bill Medicaid for counseling sessions, assessments, and treatment plans.

F.7. Describe the organizations plan for financial and program sustainability beyond fiscal year 2026.
Family Enrichment Services will continue to bill Medicaid for clinical services like counseling sessions, treatment plans, and assessments. We will also continue to apply for grants to diversify our funding beyond fiscal year 2026. Family Enrichment Services has specialized knowledge of children impacted by trauma, especially those in the Florida foster care system. We have become continuing education providers so that we can offer our knowledge and expertise to members of our community who require continuing education. We have recently developed trauma-focused training specifically about children impacted by foster care and are working on developing additional training for our community, which will help us generate additional revenue. All of our clinical supervisors are also Qualified Supervisors through the state of Florida, which means that we can provide the clinical supervision to registered interns seeking licensure as

required by the state of Florida. Our clinical supervisors have always provided this supervision to our employees seeking licensure, but we recently started offering clinical supervision to clinicians outside of our agency as well. This will also help us generate additional revenue for Family Enrichment Services.

F.8. Please download and complete the Annual Budget form.

☑ **Annual Budget Narrative *Required**

Annual Budget Narrative.pdf

G. Required Documents

Completed by ncuddy@arsponline.org on 4/4/2025 10:25 AM

Case Id: 18908
Name: Family Enrichment Services
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**

20201120_IRS_Update_Agency_Letter.pdf
501c3 Adoption Related Services of Pinellas.pdf

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

Incorporation Adoption Related Services of Pinellas.pdf
Incorporation 2 Adoption Related Services of Pinellas.pdf
Fictitious Name Registration 09302008 Adoption Related Services of Pinellas.pdf
Fictitious Name Registration 12132023 Adoption Related Services of Pinellas.pdf
2024 Annual Report Adoption Related Services 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 Adoption Related Services of Pinellas.pdf
2023 990 Adoption Related Services of Pinellas.pdf

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

W9 Adoption Related Services of Pinellas Inc..pdf

☑ **Current Certificate of Insurance Save as Insurance Agency Name *Required**

Insurance Adoption Related Services of Pinellas.pdf

☑ **Completed Internal Control Checklist Save as Internal Control Checklist Agency name *Required**

Internal Control Checklist Adoption Related Services of Pinellas.pdf

☑ **Annual Budget Report Save as Annual Budget Agency name *Required**

Annual Budget Narrative.pdf

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

Outcomes and Goals Adoption Related Services of Pinellas.pdf

☐ **Current state licenses or registrations**

***No files uploaded*

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

Org Chart Adoption Related Services of Pinellas.pdf

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

Intake Coordinator Job Description Adoption Related Services of Pinellas.pdf
Employee Counselor Job Description Adoption Related Services 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 Adoption Related Services of Pinellas.pdf

☑ **HS E-Verify Affidavit Save as Everify Agency name *Required**

EVerify Adoption Related Services of Pinellas.pdf

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

Board Members Adoption Related Services of Pinellas.pdf

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

COA Accreditation Adoption Related Services of Pinellas.pdf

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

Human Trafficking Adoption Related Services 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 Adoption Related Services of Pinellas.pdf

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

AM02 PQI Adoption Related Services of Pinellas.pdf
AM09 Risk Prevention Adoption Related Services of Pinellas.pdf
AM02 - PQI Data Collection Adoption Related Services of Pinellas.pdf
AM02 PQI Data Review and Sharing Adoption Related Services of Pinellas.pdf

Submit

Completed by ncuddy@arsponline.org on 4/4/2025 10:28 AM

Case Id: 18908
Name: Family Enrichment Services
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
Natalie Cuddy
Electronically signed by ncuddy@arsponline.org on 4/4/2025 10:27 AM

Date Submitted
04/04/2025

Program Description

Completed by nleslie@family-resources.org on 3/13/2025 10:20 AM

Case Id: 18925
Name: Family Resources, 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 nleslie@family-resources.org on 3/13/2025 10:20 AM

Case Id: 18925
Name: Family Resources, 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 nleslie@family-resources.org on 4/3/2025 9:38 AM

Case Id: 18925
Name: Family Resources, Inc.
Address: *No Address Assigned

A. Agency Information

Please provide the following information.

LEGAL AGENCY INFORMATION (FOR CONTRACT)

A.1. Legal Organization Name
Family Resources, Inc.

A.2. DBA (if applicable)

A.3. Legal Address
5180 62nd Avenue North Pinellas Park, FL 33781--5600

PROJECT INFORMATION

A.4. Program Name/Project Title
Safe Connections

A.5. Summary - provide a brief summary of program and how funding would be utilized.
Safe Connections provides support services to runaway, homeless, and street youth, ages 16-24, to assist with accessing stable housing and increasing personal safety.

A.6. Physical Program Address
3831 5th Avenue North St. Petersburg, FL 33713--7547

A.7. Program Manager First Name
Mandi

A.8. Program Manager Last Name
Cordero

A.9. Program Manager Title
Director of Community Programs

A.10. Program Manager Email
MCordero@family-resources.org

A.11. Program Manager Phone Number
(727) 521-5225

APPLICATION CONTACT INFORMATION

A.19. First Name
Nicole

A.20. Last Name
Leslie

A.21. Contact Person/Title
Vice President of Impact

A.22. Contact Email
nicole@family-resources.org

A.23. Telephone
8138426053

A.24. Executive Officer with signing authority First Name
Andrew

A.25. Executive Officer with signing authority Last Name
Coble

A.26. Executive Officer Title
Chief Operating Officer

A.27. Executive Officer Email
andy@family-resources.org

A.28. Executive Officer Phone Number
(727) 521-5203

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
23-7146873

A.16. Unique Entity Identifier (UEI- Federal SAM.GOV Number, if registered
YMY9CT4TLJN5

A.17. Date of incorporation in Florida
08/27/1970

A.18. Date of 501(c)(3) Status
08/27/1970

B. Organization Profile

Completed by nleslie@family-resources.org on 4/3/2025 2:39 PM

Case Id: 18925
Name: Family Resources, 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 Family Resources is to inspire well-being and success in the lives of vulnerable children, youth and families through responsive quality programs and safe places. Our vision is to be recognized as the trusted organization for providing safety, support and empowerment to vulnerable children, youth and families. We have been a youth serving agency since our inception, more than 50 years ago, and our purpose is to provide services to youth and their families to ensure every child is safe, every troubled teen receives help, and every family torn apart in crisis be given the opportunity to mend. Our programs focus on improving skills and conditions for self-sufficiency and success through increasing pro-social behaviors and reducing criminal behaviors.

B.2. Describe your board membership and how the board is reflective of the target population.
Our board membership operates on a 2-3 year term basis, with committee positions rotating every 2 terms. When recruiting for our Board, we look for those who have lived experience or a personal connection to our mission. We have had multiple former clients serve on our board in the last 5 years and are intentionally recruiting for a current seat now.

B.3. Explain the organization's experience relevant to the proposed priority area.
Family Resources has a proven track record of providing valuable and quality services to youth and young adults in Pinellas County for the past 54 years. We opened our first homeless and crisis shelter in St. Petersburg in 1978, our second one in Clearwater in 1985, and expanded to Manatee County in 2000. Today these programs provide shelter for up to 36 youth ages 10-17 on any given night. Additionally, we have provided youth street outreach in this county since 1997 and in 2020 we opened the county's first resource center, expanding our street outreach services for the most vulnerable youth in Pinellas County. Since October 2021, when our most recent federal grant started, our Safe Connections team has served 241 youth, 176 of which received services in our resource center, with more than 1000 units of service being provided (bus passes, transportation, hygiene kits, referrals, food, and laundry services). In FY 21-22 when we first received social action funding, we were able to serve an additional 30 youth. Of these 30 youth, all accessed our resource center, 6 youth successfully earned their GED after receiving both educational and financial assistance from our Safe Connections team, 17 youth secured employment, and 5 youth were able to secure safe/stable housing. All youth served were connected with community services to ensure they received ongoing support long after their discharge from our program.

B.4. Describe your onboarding process and program implementation timeline across the organization and for this program.
Our onboarding process begins with a pre-hire assessment (Berke), in-person interview, and a Level 2 background check, followed by the completion of an online application. Once staff members pass these steps, they are scheduled to attend a one-day in-person agency orientation, where they learn about the organization's history, HR policies, and operational guidelines. After the orientation, new staff members coordinate with current staff and leadership to undergo program-specific orientation. This includes observing program operations both in the resource center and in the community, while familiarizing themselves with the program's goals, documentation requirements, and expectations for both staff

and participants. Additional training is provided both in-person and online throughout the first 90 days of employment, with ongoing training offered thereafter. Currently, our Social Action Funding supports 1 full-time and 1 part-time staff. If funding is continued for fiscal year 2026, our goal is to maintain these current staff positions while continuing the expansion of our services to include youth ages 22-24. We anticipate being able to continue with these staff and expanded services on day 1 of the new funding, with no anticipated delays. The continued funding is essential to maintaining staffing levels and ensuring the seamless continuation and expansion of the program.

C. Community Needs

Completed by nleslie@family-resources.org on 4/3/2025 3:30 PM

Case Id: 18925
Name: Family Resources, 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.
Family Resources' Safe Connections program will address youth homelessness, providing street outreach specifically targeting youth and young adults ages 16-24 years old throughout Pinellas County. With the additional staff this funding would provide, as well as the additional youth we can serve (22–24-year old's), we would maintain our current increased staffing in our resource center and increased coverage on the streets to ensure we are available all throughout Pinellas County and not just in the St. Petersburg area. The outreach team will be immersed in the community to locate and engage with unaccompanied, housing insecure and unsheltered homeless youth to provide basic needs and support while working to provide safe and long-term housing stability.

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 2023 Council on Homelessness report shows a significant rise in youth homelessness in Pinellas County, with 4,669 homeless youth, 372 of whom are unaccompanied. This marks the highest number in five years, ranking Pinellas County Schools third in the state for homeless students. The county also had the third-largest Point-In-Time count for homeless individuals, including 98 youth ages 18-24. This crisis is compounded by Florida's housing affordability issues, with rents rising 36.1% from March 2020 to October 2022, adding strain to an already tight rental market. Florida’s population growth and rising demand for affordable housing have further exacerbated youth homelessness. Pinellas youth also face significant risks, including physical and mental health issues, exploitation, and trafficking. Florida ranks third in the nation for human trafficking, with 781 cases and 1,253 victims in 2022, making homeless youth particularly vulnerable. Early intervention is key to preventing long-term homelessness and fostering self-sufficiency. In the 2023-2024 fiscal year, Safe Connections served 80 unaccompanied youth and referred an additional 31 others who were outside of our age range for services. In the first six months of the current fiscal year, we've served 43 youth, including ten aged 22-24, thanks to Social Action Funding. Expanding Safe Connections' outreach and staff, supported by this funding, will allow us to serve more youth across Pinellas County. By meeting youth where they are, we can connect them with critical resources—medical, mental health, housing, and education—helping to divert them from chronic homelessness. Our specialists provide immediate support, advocate within schools and families, and ensure youth receive long-term stability. These statistics highlight the urgent need for targeted outreach, making Safe Connections' work vital in providing immediate relief and sustainable solutions

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 is for continuation funding to maintain Safe Connections' expanded ability to serve youth ages 22-24, who are currently unserved under our federal grant (which limits us to serving youth ages 16-21). While there are several programs in Pinellas County addressing youth homelessness, Safe Connections is uniquely positioned to bridge the gap by offering services to this older, underserved demographic. By extending our age range to include youth ages 22-24, we ensure that no young adult falls through the cracks in the critical transition to self-sufficiency. Currently, there is a lack of services targeting youth in this age range. Without this funding, youth aged 22-24 who are homeless or housing-insecure have limited access to outreach services. In the first six months of the current grant year, we have served ten youth in this age group, a number we expect to more than double by the end of the fiscal year, demonstrating a clear, unmet need. If funded, Safe Connections can continue to expand its outreach, serving more of these youth across Pinellas County. This funding also supports one full-time and one part-time outreach specialist, enabling us to offer flexible hours and better cover a larger geographical area, ensuring that youth have access to the help they need, when they need it. In addition, we have worked diligently to secure alternate funding to support Safe Connections' continued impact. Beginning October 1, 2024, we have been awarded a new federal 3-year grant to support our program. However, this funding is restricted to serving youth ages 21 and under and only supports two outreach specialists, limiting our capacity to serve the broader community both on the streets and in our resource center. Therefore, this continuation funding is critical to ensure that we can sustain the expanded age range and staff necessary to meet the needs of youth in Pinellas County. By continuing to support Safe Connections, we can ensure that more youth, including those ages 22-24, are not left behind and receive the vital services that help them transition out of homelessness and into 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.
Family Resources continues to be actively engaged in the Pinellas County Continuum of Care (CoC), the Homeless Leadership Alliance of Pinellas (HLA), and the HLA Provider's Council (collaborative agreement attached). These partnerships allow us to coordinate services for young people experiencing homelessness and to advocate for enhanced services for youth who have left home without permission, have been forced to leave, or are experiencing homelessness. Additionally, we maintain a strong collaborative relationship with the Pinellas County School Board to meet the educational needs of our clients. The Homeless Education Assistance Team (HEAT) contacts our staff when they identify a student facing unstable or nonexistent housing. Through this collaboration, HEAT assists our clients with essential items like clothing, school supplies, and bus passes, while helping them stay connected to school and succeed academically. We are also actively working with Pinellas Hope (collaborative agreement attached) to ensure that youth aged 18 and older can access emergency shelter. These partnerships demonstrate our commitment to coordinating with existing programs in the community to ensure comprehensive support for youth facing homelessness and housing instability.

Please upload Collaborative Letter

☑ **Collaborative Letter**

CollaborativeLetters_FamilyResources.pdf

D. Scope of Services

Completed by nleslie@family-resources.org on 4/3/2025 3:36 PM

Case Id: 18925
Name: Family Resources, 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 Safe Connections program provides comprehensive outreach and support to runaway, homeless, and street youth in Pinellas County. Our outreach specialists engage youth directly in the community, offering 24/7 access to emergency shelter, transportation to safe housing, and immediate support. The Safe Connections resource center in St. Petersburg, open five days a week, offers essential services including laundry facilities, hygiene items, transportation assistance, computer access, and a clothing closet. Youth also receive individualized case management services to help them transition off the streets. Our program incorporates evidence-based and trauma-informed practices, including Positive Youth Development, Trauma-Informed Care, Motivational Interviewing, and the Relationship Smarts curriculum. These approaches are designed to empower youth by building resilience, improving coping mechanisms, and fostering healthy relationships. Given that nearly all of the youth we serve have experienced trauma—often from abuse, neglect, substance abuse, violence, or rejection—we ensure that all staff are trained to recognize trauma symptoms and engage youth in ways that promote healing. Our intake procedures and forms are also tailored to reflect a trauma-informed approach, ensuring that youth feel safe and supported throughout the process. This holistic, trauma-informed model provides the foundation for effective intervention and long-term success in addressing youth homelessness.

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 support the expansion of our program by funding one full-time and one part-time Youth Engagement Specialist. These positions enable us to serve youth ages 16-24, addressing a gap in our current federally funded program, which only serves youth ages 16-21. Additionally, a portion of the funding will be allocated for client aid to provide emergency necessities for runaway and homeless youth, including food, clothing, backpacks, blankets, laundry supplies, bus passes, identification, phone cards, and other items not covered by in-kind donations. This funding request supplements, rather than duplicates, our existing program funding by allowing us to extend services to a broader age range and meet immediate client needs not otherwise supported.

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 Safe Connections program offers individualized case management services and essential resources at our drop-in center five days a week. Youth can access services on an as-needed basis, with some receiving support weekly, others monthly, or multiple times a week depending on their needs. Case management services continue until the youth secure stable housing, with aftercare services provided for a minimum of 90 days. The intensity of services is tailored to each youth's needs, ensuring support is provided at the appropriate frequency and duration until their transition is complete.

D.4. What is the target population and eligibility criteria for the program?
The Safe Connections program currently serves runaway, homeless, and street youth ages 16 through 24 who reside in Pinellas County. Participation in our program is voluntary, with no income requirements for admission. Youth ages 16-24, who are runaway, homeless, housing insecure, or street youth are eligible for services. We accept referrals and self-referrals without regard to gender, race, ethnicity, nationality, religion, disability, or other factors.

D.5. Provide the geographic service area(s) and hours and days for the program during contract period.
Safe Connections provides services both at the Safe Connections Resource Center (3831 5th Avenue North, St. Petersburg) and throughout Pinellas County. Services are available Monday through Friday, 9:00 AM to 5:00 PM, with weekend coverage as needed. Staff conduct street outreach using an agency vehicle, which is wrapped with program information and stocked with basic care items to build trust and engage youth. Agency cell phones, laptops, and tablets ensure immediate access to community resources. The Safe Connections Resource Center is open a minimum of 20 hours per week, offering youth food, clothing, basic needs, laundry and shower facilities, and referrals. Staff work flexible hours to address community needs.

D.6. Describe the program staff, including qualifications, expertise, and credentials, if required.
The Safe Connections program is staffed by one full-time Youth Engagement Specialist and one part-time Youth Engagement Specialist, who primarily work in the resource center, complementing the two outreach team members focused on street outreach and community collaboration. The staff's schedules are structured to balance street outreach, case management, and assisting youth with accessing community services. Staff members regularly visit the same locations on consistent days and times to build trust with homeless youth and provide dependable support when they are ready for help. Due to safety protocols, staff work in teams, ensuring they are both responsible and dependable. They are innovative, positive thinkers who also mentor and train new team members for optimal effectiveness. The team is certified in the Dibble Institute's Relationship Smarts program, an evidence-based curriculum that equips them with expertise in addressing critical relationship issues, such as unintended pregnancy and interpersonal violence - key concerns for this vulnerable population. These qualities, combined with their dedication, enhance the team's ability to engage youth and ensure program success more effectively than formal degrees alone.

E. Program Outcomes and Goals

Completed by nleslie@family-resources.org on 4/3/2025 3:14 PM

Case Id: 18925
Name: Family Resources, 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_Family Resources.pdf

E.2. What information will be collected to demonstrate program success?
To demonstrate program success, staff will collect data through a program assessment designed to identify each client's strengths, needs, and safety concerns. This assessment is structured to be engaging and minimally disruptive for participants. Additionally, staff will track progress using daily service records, client self-reports, and their own observations. These combined methods will provide a comprehensive understanding of client progress and program effectiveness.

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 starting at the initial point of contact, beginning with basic demographic information. We use the Homeless Management Information System (HMIS) as our electronic data platform. All data is entered into HMIS within 24 hours of service delivery. Data is collected on a daily basis for each youth served, with information about each service provided logged throughout their participation in the program and up to 90 days following program completion.

F. Budget

Completed by nleslie@family-resources.org on 4/3/2025 3:43 PM

Case Id: 18925
Name: Family Resources, 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.
$9,334,737.00

F.2. Total Program budget. Amount currently allocated to fund the program with the requested Social Action Funding.
$249,000.00

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?
39.76%

F.5. What other funders also financially support this program? To include the amount of funding and what those funds are used for.
Department of Health & Human Services in the amount of $150,000 to cover 2 FT Outreach Specialists; .05 FTE of Director of Community Services; related fringes; participant expenses and related program operating costs.

F.6. What other Pinellas County funding does the organization receive for any and all programs?
Not Applicable.

F.7. Describe the organizations plan for financial and program sustainability beyond fiscal year 2026.
Family Resources is committed to ensuring the long-term sustainability of our Safe Connections Program through a comprehensive approach. This includes fostering and maintaining meaningful partnerships with local, state, and national organizations, while actively engaging with other Runaway and Homeless Youth (RHY) experts. We are focused on diversifying our funding sources by strengthening our donor base, securing funding from federal, local, and state agencies, and demonstrating our program's effectiveness and accountability in meeting performance standards. As the sole RHY Street Outreach Program (HHS Funding) and youth shelter provider in Pinellas County, we have established strong community partnerships and collaborate statewide through our membership with the Florida Network of Youth and Family Services. This membership allows our staff and leadership to engage with experts, share best practices, and access training, which further supports our sustainability. Additionally, this program remains our top priority in fundraising efforts, ensuring continued financial support. We will continue to identify key individuals, organizations, and opportunities to sustain and grow the Safe Connections Program, ensuring its long-term success in addressing youth homelessness and supporting vulnerable youth beyond fiscal year 2026.

F.8. Please download and complete the Annual Budget form.

☑ **Annual Budget Narrative *Required**

G. Required Documents

Completed by nleslie@family-resources.org on 4/3/2025 3:43 PM

Case Id: 18925
Name: Family Resources, 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_Family Resources.pdf

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

☑ **W-9 with legal name which matches that of applicant name Save as W9 Agency name *Required**
W-9_Family Resources.pdf

☑ **Current Certificate of Insurance Save as Insurance Agency Name *Required**
Insurance_Family Resources.pdf

☑ **Completed Internal Control Checklist Save as Internal Control Checklist Agency name *Required**
Internal Control Checklist_Family Resources.pdf

☑ **Annual Budget Report Save as Annual Budget Agency name *Required**

FY26 Annual Budget_SafeConnections.xlsx

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

Outcomes and Goals_Family Resources.pdf

☐ **Current state licenses or registrations**

***No files uploaded*

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

Org Chart_Family Resources.pdf

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

Job Description_Family Resources.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 Resources.pdf

☑ **HS E-Verify Affidavit Save as Everify Agency name *Required**

Everify_Family Resources.pdf

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

Board Members_Family Resources.pdf

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

Council on Accreditation_Family Resources.pdf

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

Human Trafficking_Family Resources.pdf

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

Travel Policy_Family Resources.pdf

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

Conflict of Interest_Family Resources.pdf

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

Program Policy and Procedures_Family Resources.pdf

Submit

Completed by nleslie@family-resources.org on 4/3/2025 3:43 PM

Case Id: 18925
Name: Family Resources, 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
Nicole Leslie
Electronically signed by nleslie@family-resources.org on 4/3/2025 3:43 PM

Date Submitted
04/03/2025

Program Description

Completed by grants@servicesource.org on 3/14/2025 11:20 AM

Case Id: 18938
Name: Abilities of 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 grants@servicesource.org on 3/14/2025 11:21 AM

Case Id: 18938
Name: Abilities of 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 grants@servicesource.org on 4/3/2025 9:08 AM

Case Id: 18938
Name: Abilities of Florida
Address: *No Address Assigned

A. Agency Information

Please provide the following information.

LEGAL AGENCY INFORMATION (FOR CONTRACT)

A.1. Legal Organization Name
Abilities Inc of Florida

A.2. DBA (if applicable)
Abilities of Florida a ServiceSource Affiliate

A.3. Legal Address
2735 Whitney Rd Clearwater, FL 33760

PROJECT INFORMATION

A.4. Program Name/Project Title
Warrior Bridge

A.5. Summary - provide a brief summary of program and how funding would be utilized.
Warrior Bridge provides comprehensive support services to veterans, ensuring access to employment opportunities, housing assistance, and referrals to mental health resources. The program is designed to remove barriers to self-sufficiency, connecting veterans with personalized career development, benefits navigation, and employer partnerships that lead to sustainable employment. By engaging with local businesses and workforce development programs, WB ensures that veterans can secure meaningful, higher-wage positions that align with their career goals.

A.6. Physical Program Address
2735 Whitney Road Clearwater, FL 33760

A.7. Program Manager First Name
Grant

A.8. Program Manager Last Name
Collins

APPLICATION CONTACT INFORMATION

A.19. First Name
Matthew

A.20. Last Name
Motko

A.21. Contact Person/Title
Executive Director

A.22. Contact Email
Grants@abilities.org

A.23. Telephone
7276008910

A.24. Executive Officer with signing authority First Name
Matthew

A.25. Executive Officer with signing authority Last Name
Motko

A.26. Executive Officer Title
Executive Director

A.27. Executive Officer Email
Matthew.Motko@Abilities.org

A.28. Executive Officer Phone Number
(727) 600-8910

A.9. Program Manager Title
Program Manager- Warrior Bridge

A.10. Program Manager Email
Grant.Collins@Abilities.org

A.11. Program Manager Phone Number
(727) 503-5152

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
$99,000.00

A.15. Taxpayer/Employer ID
59-0874493

A.16. Unique Entity Identifier (UEI- Federal SAM.GOV Number, if registered
N8CWB1KMNS37

A.17. Date of incorporation in Florida
11/06/1969

A.18. Date of 501(c)(3) Status
07/06/1989

B. Organization Profile

Completed by grants@servicesource.org on 4/3/2025 9:18 AM

Case Id: 18938
Name: Abilities of 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.
Abilities of Florida has been a cornerstone of rehabilitation, employment, and housing services in Pinellas County since 1961, with a strong commitment to helping individuals with disabilities achieve independence and self-sufficiency. Abilities' mission is to facilitate services, resources, and partnerships to support people with disabilities, their families, caregivers, and community members. The Warrior Bridge (WB) program directly aligns with the Healthcare and Human Services for Disadvantaged Residents funding priority by addressing critical, unmet needs in workforce development and independent living among veterans with disabilities. This population frequently encounters significant barriers to employment, housing stability, and long-term self-sufficiency. Self-sufficiency, in this context, refers to the ability to live and function without reliance on outside support. Warrior Bridge supports this goal by connecting veterans with employment services and supports necessary to thrive in their communities. Warrior Bridge supports veterans by providing access to employment opportunities, housing assistance, and referrals to address unmet needs. The program removes barriers to self-sufficiency through personalized career development and employment services. By partnering with local businesses and community-based workforce programs, Warrior Bridge ensures veterans secure higher-wage positions that align with their career goals and lead to sustainable employment. In FY2024, Abilities supported 1,549 individuals through the Warrior Bridge program, including 375 veterans who received home starter kits, 377 who accessed the Veterans Mall, 665 who were referred for social services, and 132 who received employment services. Of those, 36 veterans were successfully placed in jobs. Abilities adopts a veteran-centered approach, utilizing partnerships and personalized case management to address each veteran's unique needs. The program empowers veterans to achieve financial independence and self-sufficiency through career planning, job coaching, and support services. It includes workforce development, life skills training, transportation assistance, health and hygiene support, and home starter kits for veterans transitioning to permanent housing for the first time. These kits include essential household items to help support a successful transition to independent living, such as linens, towels, dishes, silverware, small kitchen appliances, pots and pans, etc. As a 501(c)(3) nonprofit, Abilities is dedicated to expanding access to services for veterans with disabilities. Our partnership with ServiceSource headquartered in Oakton, VA, enhances our capacity to deliver impactful services. While ServiceSource manages corporate functions like finance and human resources, Abilities provides direct support and rehabilitative services in Pinellas County. With support from Social Action Funding we can expand the Warrior Bridge program to reach more veterans.

B.2. Describe your board membership and how the board is reflective of the target population.
Abilities of Florida shares its Board of Directors with ServiceSource, Inc. (SSI) and is comprised of members who represent SSI's affiliated organizations and bring a wealth of expertise and experience to the table. Gary Peterson is the Chair of the Board. He resides in Utah and is the managing partner/owner of A+P CPAs. His leadership and expertise in accounting and business management are invaluable to the board. Frank Burke is a retired Chairman, President, and CEO of Flagship Community Bank and resides in Clearwater, FL. He represents Abilities of Florida on the Board of Directors. His extensive experience in banking and community leadership provides valuable insights into financial management and community engagement. Major General Michael J. Walsh is a retired principal advisor to the U.S. Army Chief of Engineers and the Assistant Secretary of the Army. He has held significant leadership roles, including serving on

the Committee on the Marine Transportation System and as President of PIANC USA. As a veteran, Walsh brings a deep understanding of military culture and the needs of veterans. He can provide valuable advice on programs like Warrior Bridge. Dr. Joseph M. Ashley, Rh.D. has over 30 years of experience as a vocational rehabilitation professional, and has developed programs and services that enhance employment opportunities for individuals with disabilities. Dr. Ashley's proven expertise in program service and grant development and management, along with his personal experience as a blind individual, brings a unique perspective to the board. His ability to conceptualize and create inclusive services aligns closely with the mission of Abilities of Florida. The board consists of a total of 13 members from a variety of professions and career paths. This diverse composition reflects the target population by including members with varied backgrounds, lived experiences, and expertise in areas relevant to the organization's mission, such as vocational rehabilitation and veteran services. Chair: Gary Petersen Managing Partner/Owner, A+P CPAs Chair Elect: William Warnecki President and Owner, SERVPRO Past Chair: Major General (R) Michael J. Walsh Business Consultant, The M-Walsh Group, LLC Treasurer: Frank Burke Chairman, President & CEO Flagship Community Bank (Retired) Lived Experience Officer: Joseph M. Ashley, Rh.D. President, Ashley Consulting, LLC Kristen Chou President & CEO, Ning Solutions, Inc. Weyher Dawson Director, Streetlevel Media Dr. Mark Diorio ID/DD Consultant, Self-Employed Joanne C. Finnigan Government Affairs Consultant, Self-Employed Patricia Harrison Adjunct Professor, George Mason University Juliet Hatchett Assistant Professor of Law and Director of the Innocence Project at the University of Virginia School of Law Hector Velez President and CEO Hire Talent, LLC Dr. Brandt Wood Medical Director, Valley Physical Medicine Board of Directors contact information is available upon request

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

The Warrior Bridge (WB) program has supported veterans with disabilities to obtain employment and achieve self-sufficiency for over 12 years. Leveraging nearly 50 years of experience serving individuals with disabilities, along with WB staff’s expertise to serve the veteran community, Abilities has successfully placed more than 500 veterans in competitive employment. Our strong connections within the veteran community and partnerships with local agencies position us as leaders in delivering services to meet veterans' unique needs. Accomplishments include operating the Veterans Mall, through which staff and volunteers distributed clothing to 1,600 veterans over the past six years and over 3,600 Home Starter Kits since 2011. In FY2024, Abilities served 25,000 individuals statewide, including a contract with Florida’s Department of Vocational Rehabilitation, providing vocational rehabilitation services to over 16,000 individuals. Additional services include American Sign Language interpretation, youth transition services, financial and benefits counseling, affordable housing, and veteran services. The WB program serves veterans with disabilities who face high rates of social isolation, mental health issues, substance use disorders, suicide risk, low treatment engagement, unemployment, and unstable housing. Currently, 58% of our veterans have disabilities (20% unknown status), 23% are African American, 24% are female, and 99% are at risk of homelessness.

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

Abilities follows an onboarding process for new hires, starting with a new hire orientation on the first day of employment. During the first week, new hires complete an extensive list of trainings to ensure they are well-equipped to carry out our mission, vision, and values, and to provide services that meet our high standards. Recognizing the importance of hands-on training, Abilities offers new employees the opportunity to shadow current staff in their respective programs. If awarded the Social Action Funding through the Pinellas County Department of Human Services, Abilities will immediately begin recruiting and hiring for the full-time program coordinator position and the part-time Veterans Mall clerk. We anticipate a 60–90-day timeline from recruitment to onboarding. Abilities is well-positioned to continue services without interruption, as Grant Collins, the Program Director, can maintain program operations while overseeing the recruitment and onboarding of new staff. As part of the program implementation process, we will implement a recruitment strategy to hire both the Program Coordinator and the Veteran’s Mall Clerk. As a reputable provider of employment services, we have attracted and retained highly qualified staff by using online job boards such

as Indeed, LinkedIn, APSE (Association of People Supporting Employment), and leveraging partnerships with CareerSource and local VA offices. We offer a competitive salary and benefits package. Additional benefits that contribute to our high employee retention (90% in 2024) include recognition events, career development opportunities; internal promotions; training budgets and tuition reimbursement; merit-based increases; and an 18-month Leadership Development program that helps staff achieve personal and professional growth.

C. Community Needs

Completed by grants@servicesource.org on 4/3/2025 9:24 AM

Case Id: 18938
Name: Abilities of 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 Warrior Bridge (WB) program addresses the significant unmet needs of veterans with disabilities in Pinellas County, Florida, where over 76,000 veterans (9.2% of the adult population) face barriers in employment, housing, and mental health services—all of which limit their ability to obtain employment at a market rate and ensure long term employment that promotes self-sufficiency. In Florida, 7.2% of veterans live in poverty, and 26.2% have service-connected disabilities. The BayCare Community Health Needs Assessment (CHNA), conducted in 2022, highlights veterans, particularly women, veterans of color, and those with disabilities, are disproportionately impacted by limited employment opportunities, affordable housing and mental health services. Veterans with disabilities face increased barriers to self-sufficiency due to complex factors such as Post Traumatic Stress Disorder (PTSD) and substance abuse, and lack of family and social support networks. Abilities of Florida leverages specialized expertise serving individuals with disabilities to fill service gaps for veterans with disabilities. The WB program provides critical services such as job readiness training, job placement services, short term and long-term employment supports, home starter kits, and referrals to other community-based organizations to address unmet needs. These services provide veterans with disabilities access to employment services such as career assessments, training, job placement, and continued long term support that ensure veterans not only obtain employment, but also retain employment, leading to stability and self-sufficiency. The WB program partners with community organizations, businesses, and healthcare providers to promote economic stability by addressing the root causes of unemployment while also meeting immediate needs, such as food, housing supports, and clothing. Warrior Bridge's comprehensive approach ensures that veterans receive the wraparound support they need to thrive, mitigating the impact of adverse social determinants and fostering long-term success and self-sufficiency.

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 has a significantly higher concentration of veterans than both state and national averages. As of 2023, 9.2% of the adult population in the county identified as veterans, compared to 7.8% statewide and 7% nationally (Florida Department of Health, 2023). Despite an established network of veteran-focused services, many veterans in the region continue to experience challenges related to housing instability, unemployment, mental health, substance use, and service-connected disabilities. The 2024 HUD Continuum of Care Point-in-Time Count identified 231 veterans experiencing homelessness in Pinellas County, including 82 in emergency shelters, 97 in transitional housing, and 52 living unsheltered (HUD CoC FL-502, 2024). These numbers represent only a portion of the broader need as the Bay Pines VA Healthcare System reported assisting over 700 veterans into permanent housing in 2023 yet estimates that more than 1,000 veterans remain without stable housing across its catchment area. A strong correlation exists between homelessness and unemployment. Veterans facing housing insecurity are often unemployed or underemployed, lacking the income and stability to obtain or maintain housing. Although national unemployment data shows that veterans overall had an average unemployment rate of 3.0% in 2024, compared to 3.9% among all U.S. adults (BLS, 2025), these figures do not reflect disparities within subgroups. Veterans with service-connected disabilities reported a higher unemployment rate of 4.1%, with women veterans with disabilities facing even greater challenges, reaching an unemployment rate of 9.1% (BLS, Table 7, 2024). These gaps highlight systemic barriers to employment that

disproportionately impact veterans with complex needs. Locally, our Warrior Bridge (WB) program has played a critical role in addressing these gaps. In 2024 alone, WB served more than 1,500 veterans through direct employment services, housing referrals, and community navigation supports. However, the demand for services continues to outpace capacity. Veterans seeking assistance often face barriers such as behavioral health conditions, limited transportation, lack of job readiness or credentials, and inconsistent access to supportive resources. Additionally, national data shows that 31% of veterans report having a service-connected disability, and among homeless veterans, more than 50% have a disability and approximately 70% report a substance use disorder—factors that directly impact employment and housing outcomes (BLS, 2025; VA). These compounding issues reinforce the need for integrated, veteran-centered services that not only address immediate employment needs but also provide the wraparound support necessary to achieve long-term self-sufficiency.

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 provides a network of veteran services through various agencies focused on employment, housing stability, and self-sufficiency. The Veterans Services Division helps veterans and their families access benefits from the State of Florida and the U.S. Department of Veterans Affairs (VA). CareerSource Hillsborough Pinellas offers workforce development services, including job readiness training, resume assistance, employer engagement, and skills training referrals, supported by partnerships with employers, VA medical centers, and community organizations. Vocational Rehabilitation Specialists Inc. (VRSI), funded by the Homeless Veterans Reintegration Program (HVRP), is a key employment service provider. Despite these resources, many veterans in Pinellas County remain unserved or underserved, especially those experiencing homelessness. According to 2024 HUD data, 231 veterans are homeless; 82 in emergency shelters, 97 in transitional housing, and 52 unsheltered. In 2023, Bay Pines VA Healthcare System helped over 700 veterans secure permanent housing but estimates over 1,000 veterans in its area still lack stable housing. Many homeless individuals are also unemployed or underemployed, lacking the income needed to secure and maintain housing. The Warrior Bridge (WB) program aims to enhance its capacity and address service gaps by complementing existing initiatives through a comprehensive, wraparound service model. WB assists veterans with disabilities by offering a range of employment services, including personalized career planning, job development, connections to certified training programs, mental health referrals, and housing support for those transitioning to new homes. Additionally, through the Veterans Mall, we provide essential resources such as home starter kits and professional attire for job interviews or work. With enhanced funding and our established community partners—including CareerSource Pinellas, HUD-VASH, the Bay Pines VA, and St. Vincent de Paul—WB is eager and well-equipped to expand our reach. The WB program expansion will include the addition of two new positions to bolster the current program. The first new position is a WB Program Coordinator, who will work directly with veterans to enhance performance-based interviewing skills, assist with resume preparation, and help veterans secure employment. This role will also maintain regular communication and coordinate program activities closely with existing partners. The second new position is a part time inventory clerk at the Veteran's Mall to expand operating hours and ensure more veterans can access resources when needed. With the two new positions, the Director will dedicate more time to building and expanding the referral base, community partnerships, and employers. This expansion will directly reduce the number of unserved veterans by increasing employment placements and extending the operating hours of the Veteran's Mall.

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 WB program operates within a strong network of veteran support services, ensuring that participants receive comprehensive assistance addressing employment, housing, and critical supportive services. We have a longstanding history of collaboration with key community partners, allowing us to maximize resources, enhance participant recruitment, and close service gaps for veterans facing homelessness, unemployment, and other barriers to self-sufficiency. Through partnerships with the U.S. Department of Housing and Urban Development (HUD), Veterans Affairs Supporting Housing (VASH), the U.S. Department of Veterans Affairs (VA), CareerSource Pinellas and Hillsborough, and local organizations such as St. Vincent de Paul, veterans have access to stable housing, job readiness programs, mental health resources, and workforce training. These partnerships ensure that each participant receives individualized support tailored to their needs. To further expand outreach and service provision, WB will increase veteran engagement through targeted job fairs, resource fairs, and virtual career webinars hosted by CareerSource, the VA, and local community organizations. Referrals to WB come from CareerSource Pinellas, VA caseworkers, St. Vincent de Paul, Pinellas County Veteran Service Officers, the United Way's 211 program, and the Pinellas County Urban League. These agencies are often a veteran's first point of contact when seeking food, shelter, employment services, or healthcare, making them critical partners in identifying eligible participants. CareerSource Pinellas refers veterans who do not qualify for Veteran Readiness and Employment (VR&E) Chapter 31 state VA funds. St. Vincent de Paul refers veterans needing employment services, job interview clothing, and home starter kits. VA caseworkers and county Veteran Service Officers refer veterans interested in job placement and workforce training. These partnerships allow us to build on the trust established by these organizations, ensuring veterans have a seamless transition into employment services while also receiving other essential supportive services. Once referred to WB, staff perform eligibility and intake, and deliver comprehensive employment and supportive services. Veterans receive a mix of in-house services and community-based referrals, including job coaching, job placement, and financial support for industry certifications. Housing support is offered through partnerships with HUD, VASH, and local housing providers. The Veterans Mall supplies home starter kits, interview clothing, and financial literacy training. Additional services such as mental health treatment, substance use disorder support, financial assistance, transportation, and childcare are provided through Bay Pines VA, St. Vincent de Paul CARES, and other community partners. Continued and expanded outreach efforts will connect more veterans with employment and supportive services, promoting self-sufficiency.

Please upload Collaborative Letter

☑ **Collaborative Letter**

Collaborative Letter Abilities of Florida.pdf

D. Scope of Services

Completed by grants@servicesource.org on 4/3/2025 9:26 AM

Case Id: 18938
Name: Abilities of 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.
Warrior Bridge delivers employment services and essential resources to veterans with disabilities to enhance self-sufficiency and improve overall well-being. Employment services include employment readiness training, resume writing and job application assistance, plan development, interview preparation, employment counseling, job leads, job coaching, and soft skills training. The Veterans Mall provides essential household items, business attire, and personal necessities to veterans transitioning from homelessness. We collaborate with government agencies, nonprofits, and employers, leveraging partnerships with HUD-VASH, the VA, CareerSource Pinellas, St. Vincent de Paul, and the Homeless Leadership Alliance of Pinellas to ensure veterans have stable housing, job readiness resources, and other necessary supports. This holistic approach addresses the unique challenges faced by veterans with disabilities seeking sustainable employment. WB employs a veteran-centered and holistic model through four key areas: Person-Centered Employment Planning: Customized career assessments to align veterans' skills, interests, and experience with career pathways. Barrier Removal & Resource Navigation: Case management to address challenges such as transportation, childcare, benefits access, and housing. Job Development & Employer Engagement: Establishing strong employer partnerships to increase hiring opportunities for veterans. Employment Counseling & Retention Support: Ongoing skills development and job retention strategies to ensure long-term success. WB uses evidence-based practices, including Human-Centered Design (HCD) and Community-Engaged Research (CER), to ensure services reflect veterans' lived experiences. Aligned with the VA's Veterans Experience Office, this approach enhances service accessibility and effectiveness by involving veterans in program design. Partnerships with HUD DASH and the VA provide stable housing solutions.

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?
We are respectively requesting $99,000 to expand and enhance our Warrior Bridge (WB) program, which is dedicated to helping veterans with disabilities transition to independent living and achieve long-term success through competitive, integrated employment. This request aligns directly with the priority area of supporting Healthcare and Human Services for Disadvantaged Residents, with a specific focus on veterans experiencing unemployment, and housing instability. Of the total request, $64,000 will be allocated to fund two critical staff positions, and $24,446 will be used for direct services to support veterans transitioning into stable housing. The remaining $10,554 will be allocated to indirect costs and are applied to staff salaries in direct proportion to the time spent to deliver the proposed SAF-funded services of this program. The indirect costs are comprised of the administrative, financial management, project staff fringe benefits, information management, and human resources costs to deliver the program. The Program Coordinator will assume responsibility for day-to-day operations, allowing the Director to focus more strategically on community outreach, employer partnerships, quality management, and service enhancements. Expanded administrative and programmatic

capacity will enable the WB team to provide workforce development services to a greater number of veterans. The addition of a PT Veterans Mall Inventory Clerk will increase the efficiency of intake, processing, and distribution of donations such as home goods and clothing. This expansion will directly increase the number of veterans served and improve the operational flow of the Veterans Mall, which plays a central role in supporting veterans as they transition into permanent housing. These positions supplement current program staffing, which is funded through private donations and ServiceSource Foundation. Apart from program staffing, a portion of the grant ($24,446) will fund Veterans Home Starter Kits, which are distributed through the Veterans Mall in our Clearwater office. These kits are provided to veterans who are exiting homelessness or unstable housing and moving into transitional or permanent housing. Each kit includes essential household items such as: • Bed and bath linens • Dishes, silverware, and cookware • Small kitchen appliances • Cleaning supplies and basic home goods These items help veterans establish a stable home environment —a key factor in supporting long-term employment retention. By addressing basic needs barriers, veterans are empowered to rebuild their lives and establish a stable home environment, creating a solid foundation for success in other aspects of their lives. This funding request will expand Warrior Bridge's staffing and service delivery capacity, enabling the program to reach more veterans, improve operational efficiency, and strengthen outcomes related to employment, housing stability, and overall self-sufficiency. It complements existing funding by filling essential gaps in personnel and direct services that are not covered through current 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.

The Warrior Bridge (WB) program provides a comprehensive array of individualized and group-based services to veterans with disabilities, with the goal of increasing employment and self-sufficiency. Services are offered year-round, Monday through Friday from 9:00 AM to 5:00 PM, with flexibility to accommodate veterans' schedules, including evening or weekend appointments when necessary. Staff are available to meet with veterans at the Clearwater office or at convenient community-based locations to ensure accessibility. Intake and Assessment: Veterans may enroll on a rolling basis. Each participant begins with a thorough intake and needs assessment, resulting in the development of a person-centered employment and training plan. This plan outlines individual goals, strengths, skill gaps, and barriers to employment or stability. Employment and Training Services: Participants meet with WB staff at least once or twice weekly, depending on individual needs, to receive support with job search, resume development, interview preparation, training referrals, and soft skills development. With the addition of a Program Coordinator, the program will also begin offering group-based classes and workshops on workforce readiness, skill-building, and career planning, which may be held monthly or as needed based on interest and demand. Follow-Up and Retention Support: Veterans who secure employment receive ongoing follow-up services for up to 6–12 months to support job retention and address any challenges. WB staff provide case management and coaching to ensure long-term success and career progression. Veterans Mall Services: With the addition of a full-time Inventory Clerk, the Veterans Mall will be open five days per week, offering daily or as-needed distribution of home starter kits, clothing, and hygiene supplies to veterans transitioning into stable housing. Staff will manage donations, maintain inventory, and coordinate distribution to ensure efficient and timely support. Warrior Bridge offers intensive, individualized support with flexible service delivery, ongoing case management, regular participant contact, and expanded capacity for both daily in-kind support services and group workforce development activities. These efforts aim to help veterans not only secure employment but sustain independence and long-term success.

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

The Warrior Bridge (WB) program is dedicated to supporting veterans transitioning out of homelessness and veterans with disabilities seeking employment To be eligible for the WB program, an individual must show proof of residence in Pinellas County, show DD214 discharge forms as proof of veteran status and have a documented disability (or pending case status). The population served by the WB program reflects the broad spectrum of individuals who benefit from our programs and services. The following breakdown shows the demographics of the veteran population we serve. Age

Distribution: The majority of individuals served are between the ages of 25 and 64, with 37% aged 25-49 and 40% aged 50-64. A smaller percentage, 3%, are young adults aged 16-24, while 20% are seniors aged 65 and older. This age distribution highlights the need for tailored services that address the unique challenges faced by different age groups. Ethnicity: The ethnicity of the population we serve is: White (58%), followed by Black (23%), Hispanic/Latino (16%), Asian (2%), and Multiracial (1%). This distribution underscores the importance of culturally competent services that respect and respond to the varied backgrounds of our clients. Gender: A significant majority of the population served are male (76%), with females making up 24%. This gender distribution indicates a need for programs that address the specific needs and challenges faced by men, while also ensuring that women receive adequate support. Education: The educational background of the population varies, with 44% having a high school diploma or equivalent as highest level of education, 17% having some college education, 28% holding an associate's degree, 11% with a bachelor's degree, and less than 1% with a master's or higher. This range of educational attainment highlights the need for programs that support further education and skill development to enhance employment opportunities. Disability Status: A significant portion of the population served has a disability (58%), while 22% do not have a disability, and 20% have an unknown disability status. This emphasizes the importance of providing accessible and inclusive services that cater to the needs of individuals with disabilities. Risk of Homelessness: Nearly all individuals served are recipients of public assistance (99%) and meet the federal poverty level (100%). Additionally, 65% are involved in the VA Housing program, and 5% have an unknown risk of homelessness. This data highlights the critical need for housing support and stability to ensure the well-being of our clients. Housing Status: The housing status of the population includes 1% who are unsheltered homeless, 73% who are in sheltered homeless or temporary supportive housing, 7% in permanent supportive housing, and 5% in permanent housing. This distribution underscores the importance of providing comprehensive housing solutions to support individuals in achieving stable and permanent housing. Income Level: 90% of individuals served by Warrior Bridge are classified as low- and moderate-income (those with income at or below 80% of the area median income (AMI)). The AMI is calculated by the U.S. Department of Housing and Urban Development (HUD) using five-year data from the American Community Survey (ACS).

D.5. Provide the geographic service area(s) and hours and days for the program during contract period.
Abilities of Florida is located on Whitney Road in Clearwater, Florida. Our geographic service area for the Warrior Bridge Program is Pinellas County. Our staff can meet program participants in the community if they are unable to travel to our location on Whitney Road. Warrior Bridge program hours are Monday to Friday, 9am – 5pm.

D.6. Describe the program staff, including qualifications, expertise, and credentials, if required.
The Warrior Bridge (WB) program is led by a team with extensive experience in veteran services, employment support, and program management. Grant Collins, Program Director, is committed to providing veterans with disabilities the resources and opportunities they need to achieve meaningful employment and self-sufficiency. Grant currently oversees all aspects of the WB program, managing daily operations, personnel, budget, and service delivery. With over 15 years of experience working with veterans and 10 years leading WB, Grant has been instrumental in expanding the program and strengthening community partnerships. As a U.S. Marine Corps veteran and an active member of two Congressional Veterans Advisory Committees, he brings both personal commitment and professional expertise to his role. Dianne Duncan, Senior Director of Rehabilitation Services at Abilities, provides programmatic oversight of WB and has more than 25 years of experience in disability services, including two decades in leadership roles at Abilities. Dianne has a Master's degree in Rehabilitation Counseling and multiple certifications, including Certified Rehabilitation Counselor and Certified Vocational Evaluator, which directly affects the ongoing success of WB. Matthew Motko, Executive Director, oversees financial management, operations, and personnel oversight at Abilities. He has 25 years of experience in nonprofit and government leadership, including 12 years overseeing programs for people with disabilities. The WB Coordinator position requires a candidate with a minimum of two years of experience working directly with veterans and providing job placement services. Preference will be given to veteran candidates. The Inventory Clerk position seeks an individual with clerical experience, a basic knowledge of Microsoft Office, and effective communication skills.

Preference will also be given to veteran candidates.

E. Program Outcomes and Goals

Completed by grants@servicesource.org on 4/3/2025 9:27 AM

Case Id: 18938
Name: Abilities of 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**
Outcome and Goal Abilities of Florida.pdf

E.2. What information will be collected to demonstrate program success?
The Warrior Bridge (WB) program uses a data-informed approach to track success, measure impact, and ensure that services are responsive to the evolving needs of veterans in the Pinellas County community. At intake, WB staff gather documentation to include DD214 discharge forms, proof of service-connected disabilities, demographic information, housing, employment status, educational background, resumes, and any existing credentials. During this initial meeting, staff and the veteran collaboratively develop a person-centered employment plan. This plan outlines the participant's goals, strengths, work history, barriers to employment, and the strategies needed to achieve job placement and long-term stability. As part of the intake and planning process, WB staff assess and document veterans' self-sufficiency status across multiple domains (such as income, housing, and employment) using the Self-Sufficiency Matrix, an assessment and outcome measurement tool to assess the veteran's status along a continuum—from "in crisis" to "thriving." Veterans' status is documented at intake and assessed again at regular intervals—typically every 90 days, at program exit, and during follow-up—to capture meaningful changes in a veteran's self-sufficiency over time. This person- centered employment plan is a living document that guides service delivery and provides a benchmark for measuring each veteran's progress. Staff also assess immediate needs for basic supports, such as clothing or household goods, and facilitate access to items available through the Veterans Mall. All services and outcomes are documented in SETWorks, an electronic case management platform. This system captures a wide range of program activities—from case notes and service history to job readiness training participation, employment applications, interview tracking, job placements, and follow-up outcomes like wages and work hours. It also records community referrals and the distribution of items from the Veterans Mall, such as home starter kits. To monitor overall program effectiveness, WB staff conduct monthly data reviews to track trends in enrollment, job placement, service utilization, and resource distribution. This allows the team to assess performance and respond to any emerging gaps in service. In addition, participant satisfaction surveys are distributed to gather direct feedback on the quality and impact of services received. This feedback loop plays a critical role in shaping program improvements and

ensuring we remain veteran-centered in both design and delivery. Program outcomes are measured through three primary goals: Goal 1 focuses on providing 350 home starter kits to veterans transitioning out of homelessness. We anticipate that 80% of veterans who visit the Mall will receive a home starter kit and 75% of recipients of the kits will develop basic household living skills to remain in stable housing. These outcomes will be tracked through Veterans Mall inventory and distribution data, staff observation, participant self-reports, and monthly check-ins. •Goal 2 aims to place 40 veterans in competitive, integrated employment. We expect that 85% of participants will gain critical workforce readiness skills such as interviewing, resume writing, and job search techniques. Additionally, we anticipate that 80% of participants will secure meaningful employment that leads to self-sufficiency. Progress will be tracked through case notes, self-reports, self-sufficiency assessments, and observed milestones like job interviews and placement. Indicators of progress toward self-sufficiency may include moving from unstable housing to stable or permanent housing, increasing income adequacy, or developing a savings buffer for emergencies. •Goal 3 states that the Warrior Bridge program will enhance social well-being and reduce barriers to employment for veterans in Pinellas County. We anticipate that 80% of participants will receive services from community partners.

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)

Upon enrollment into a service, our teams use SetWorks—a cloud-based, HIPAA-compliant platform—to capture real-time client information. This includes essential details such as demographic data, service plans, progress notes, and intake forms. By leveraging electronic forms and auto-populated fields, we ensure that data is both accurate and minimized to only what is necessary for service delivery. Data is collected upon intake, as well as during each client meeting to ensure progression through services. Example: During a client intake session, a staff member enters information directly into a secure SetWorks web form, which auto-fills repetitive fields to reduce errors and streamline the process. This information can be updated at each client meeting throughout the duration of services.

F. Budget

Completed by grants@servicesource.org on 4/3/2025 9:29 AM

Case Id: 18938
Name: Abilities of 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.
$17,402,000.00

F.2. Total Program budget. Amount currently allocated to fund the program with the requested Social Action Funding.
$199,000.00

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?
49.75%

F.5. What other funders also financially support this program? To include the amount of funding and what those funds are used for.
Duvall Park- $50,000- This funding is provided by Duval Park, a low income housing community for Veterans with disabilities and their families. The funding pays for a service coordinator for residents at Duval Park ServiceSource Foundation- $62,000- Warrior Bridge staff salaries (Program Director) and Veterans Mall expenses

F.6. What other Pinellas County funding does the organization receive for any and all programs?
Abilities does not currently receive any other funding from Pinellas County.

F.7. Describe the organizations plan for financial and program sustainability beyond fiscal year 2026.
Abilities is committed to ensuring financial and program sustainability well beyond fiscal year 2026 through a multifaceted approach. We plan to diversify funding sources by actively seeking local and national grant opportunities. Additionally, support from private foundations and the ServiceSource Foundation will play a crucial role in maintaining financial stability. Through its affiliation with ServiceSource, Abilities benefits from the administrative support provided by the Program Development department, enabling Abilities staff to focus on maintaining strong local ties and high-quality service delivery. The affiliation with ServiceSource enhances our capacity to apply for federal funding opportunities, including those from the Veterans Affairs Department and the Department of Labor's Homeless Veterans Reintegration Program (HVRP) while strong local connections help increase visibility of our services and enable our staff to explore local funding opportunities across family foundations, corporate foundations, and state and local agencies Furthermore, the Florida Department of Vocational Rehabilitation offers ongoing support, particularly for veterans in the WB program who face challenges in obtaining and maintaining competitive employment due to their disabilities. We can refer these veterans for vocational rehabilitation services to assist them in achieving their employment goals. By maintaining a diverse funding portfolio and leveraging strategic partnerships, we aim to secure both financial and program sustainability, ensuring continued support for its mission and services well into the future.

F.8. Please download and complete the Annual Budget form.

☑ **Annual Budget Narrative *Required**

Budget Abilities of Florida.xlsx

G. Required Documents

Completed by grants@servicesource.org on 4/3/2025 9:29 AM

Case Id: 18938
Name: Abilities of 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 Abilities of Florida.pdf

☑ **Proof of incorporation in the State of Florida for at least one (1) year Save as Incorporation Agency name *Required**
Incorporation (2) Abilities of Florida.pdf
Incorporation Abilities of 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 Abilities of Florida.pdf

☑ **W-9 with legal name which matches that of applicant name Save as W9 Agency name *Required**
W-9 Abilities of Florida.pdf

☑ **Current Certificate of Insurance Save as Insurance Agency Name *Required**
Insurance Abilities Inc of Florida (2).pdf

☑ **Completed Internal Control Checklist Save as Internal Control Checklist Agency name *Required**
Internal Control Checklist Abilities of Florida-combined.pdf

☑ **Annual Budget Report Save as Annual Budget Agency name *Required**

Annual Budget Abilities of Florida.xlsx

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

Outcome and Goal Abilities of Florida.pdf

☐ **Current state licenses or registrations**

***No files uploaded*

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

Org Chart Abilities of Florida.pdf

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

Job Description Inventory_Clerk Abilities of Florida.pdf
Job Description WB Coordinator Abilities of 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**

800.05 Access Control Policy Abilities of Florida.pdf
800.06 Risk Assessment Policy Abilities of Florida.pdf
800.10 Information Governance Policy Abilities of Florida.pdf
Data Control Questionnaire_Abilities of Florida.pdf

☑ **HS E-Verify Affidavit Save as Everify Agency name *Required**

EVerify MOU Abilities of Florida.pdf
EVerify Abilities of Florida.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 Abilities of Florida.pdf
Accreditation 2 Abilities of Florida.pdf

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

Human Trafficking Abilities of Florida.pdf

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

Travel Policy Abilities of Florida.pdf

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

Conflict of Interest Abilities of Florida.pdf

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

Program Policies and Procedures Abilities of Florida.pdf

Submit

Completed by grants@servicesource.org on 4/3/2025 9:30 AM

Case Id: 18938
Name: Abilities of 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
Matt Motko
Electronically signed by grants@servicesource.org on 4/3/2025 9:30 AM

Date Submitted
04/03/2025

Program Description

Completed by savannahjones.grants@westcare.com on 3/17/2025 11:14 AM

Case Id: 18960
Name: Gulf Coast Florida - WestCare
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 savannahjones.grants@westcare.com on 3/17/2025 11:15 AM

Case Id: 18960
Name: Gulf Coast Florida - WestCare
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 savannahjones.grants@westcare.com on 4/3/2025 8:57 PM

Case Id: 18960
Name: Gulf Coast Florida - WestCare
Address: *No Address Assigned

A. Agency Information

Please provide the following information.

LEGAL AGENCY INFORMATION (FOR CONTRACT)

A.1. Legal Organization Name
WestCare GulfCoast - Florida, Inc.

A.2. DBA (if applicable)

A.3. Legal Address
1735 Dr. Martin Luther King Jr. St. S. St Petersburg, FL 33705--1735

PROJECT INFORMATION

A.4. Program Name/Project Title
Mustard Seed Inn Services

A.5. Summary - provide a brief summary of program and how funding would be utilized.
Gulf Coast Florida will expand services for Mustard Seek Inn residents utilizing a Peer Support Specialist.

A.6. Physical Program Address
2510 Central Ave St Petersburg, FL 33712--2028

A.7. Program Manager First Name
Linda

A.8. Program Manager Last Name
Welborn

A.9. Program Manager Title
Transitional Housing Program Manager

A.10. Program Manager Email
linda.welborn@westcare.com

A.11. Program Manager Phone Number

APPLICATION CONTACT INFORMATION

A.19. First Name
Steve

A.20. Last Name
Blank

A.21. Contact Person/Title
Vice-President

A.22. Contact Email
steve.blank@westcare.com

A.23. Telephone
7274906767

A.24. Executive Officer with signing authority First Name
Savannah

A.25. Executive Officer with signing authority Last Name
Jones

A.26. Executive Officer Title
Chief Administrative Officer

A.27. Executive Officer Email
savannahjones.grants@westcare.com

A.28. Executive Officer Phone Number
(702) 385-2090

(727) 490-6769

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
59-3714627

A.16. Unique Entity Identifier (UEI- Federal SAM.GOV Number, if registered
HNG6XDT1MNL5

A.17. Date of incorporation in Florida
02/21/2001

A.18. Date of 501(c)(3) Status
03/18/2006

B. Organization Profile

Completed by savannahjones.grants@westcare.com on 4/3/2025 8:57 PM

Case Id: 18960
Name: Gulf Coast Florida - WestCare
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.
WestCare Gulf Coast – Florida, Inc. (WCGC-FL) is deeply aligned with Pinellas County's Social Action Funding priority area, which is focused on homeless prevention and supportive services. WCGC-FL programs offer emergency, transitional, supportive housing, mental health and substance use treatment, and workforce development services. WCGC-FL's mission is to "uplift the human spirit" by meeting individuals where they are and providing the expert care and support they need to reach their full potential. WCGC-FL's holistic, client-centered approach directly supports Pinellas County's goal of reducing homelessness and building resilience and opportunity for its most vulnerable populations. Since its incorporation in 2001, WCGC-FL has served Pinellas County as a provider of comprehensive behavioral health and housing services for populations including homeless veterans, men, women, individuals involved in the criminal justice system, and those with co-occurring disorders or living with HIV/AIDS. WCGC-FL's housing service continuum includes: • A Turning Point is a 65-bed emergency shelter and the county's only inebriated shelter. • Mustard Seed Inn, a 67-bed transitional recovery residence for men and women, is certified as a Florida Association of Recovery Residences (FARR) Level III facility. • Davis Bradley Community Investment Center, a CARF-accredited, 222-bed supportive housing community. WCGC-FL also provides community prevention and intervention services, long-term substance use disorder (SUD) treatment, Medication-Assisted Treatment (MAT), outpatient and aftercare services, ongoing recovery supports, and workforce development programming to help clients build self-sustaining futures. The Florida Department of Children and Families licenses the organization for prevention, case management, outpatient and aftercare services, and Level 2 residential substance abuse treatment. WCGC-FL complies with OMB Uniform Guidance and undergoes independent annual audits to ensure accountability and fiscal integrity. CARF accreditation affirms WCGC-FL's commitment to quality, safety, and continuous improvement, with rigorous evaluations that ensure services meet the highest standards of care. Each year, WCGC-FL serves nearly 2,000 highly vulnerable individuals, including those experiencing or at risk of homelessness, veterans, individuals with substance use and co-occurring disorders, and youth, supporting their journeys toward stability and independence. As an independent WestCare Foundation, Inc. subsidiary, WCGC-FL also benefits from the expertise, training, and national best practices of a respected nonprofit network collectively serving more than 55,000 individuals annually. This affiliation strengthens WCGC-FL's capacity to deliver consistent, innovative, and responsive services at the local level, ensuring that individuals and families in Pinellas County receive the comprehensive support they need to thrive.

B.2. Describe your board membership and how the board is reflective of the target population.
WCGC-FL provides opportunities for clients, including homeless individuals and individuals who were formerly homeless, to join our Community Action Council, which is the local advisory board making recommendations to WCGC-FL and the WCGC-FL board of directors. A current member of our Community Action Council is formerly homeless. The Community Action Council guides the board and informs them on local trends, needs, and issues. WCGC-FL recognizes homeless and formerly homeless individuals as our Input from Stakeholders policy guides stakeholders and their involvement. WCGC-FL conducts client satisfaction surveys and has client comment forms. The suggestions made by clients are shared with the Community Action Council and Board of Directors and are considered when revising policies and procedures.

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

WCGC-FL has provided services in Pinellas County for over 20 years, offering a full continuum of care for individuals experiencing homelessness. Services are delivered through three key facilities in St. Petersburg: A Turning Point, a 65-bed emergency intervention shelter and inebriate receiving facility; Mustard Seed Inn (MSI), a 67-bed FARR-certified transitional and supportive housing program; and the Davis Bradley Community Involvement Center, a 222-bed facility offering residential treatment, case management, career development, and supportive services for individuals at high risk of homelessness or involved in the criminal justice system. The proposed MSI program serves adult men and women with diagnosed SUD, including alcohol and opioid use disorders, who are also experiencing homelessness. MSI provides individualized support to help participants achieve long-term recovery, secure employment, and live independently. Operating under HUD's Transitional Housing model and aligned with the Housing First approach, MSI addresses barriers to permanent housing, offering wraparound services and certified peer support that promote recovery, stability, and transition into safe, permanent housing.

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

WCGC-FL takes a comprehensive approach to managing all employee life cycle processes. This includes recruitment, hiring, onboarding, training, employee departures, and employee benefits administration. The organization is dedicated to fair hiring practices, welcoming employees from various backgrounds while ensuring compliance with federal regulations and requirements. WCGC-FL's Human Resources (HR) department is committed to professional recruitment practices. This includes hiring individuals from a broad spectrum of experiences and perspectives, including those with disabilities from various racial, cultural, national, gender, age, and religious backgrounds. HR is responsible for posting job openings through multiple platforms and outreach methods, both internally and externally, to encourage a wide range of applicants. As a part of the hiring process, all candidates undergo necessary background checks, which include checks through the FDLE or DCF, depending on the position, as well as an Emerge Level I check. WCGC-FL also requires a drug and alcohol screen to ensure the safety and integrity of our workforce. Once candidates are selected, new hires participate in an orientation to familiarize them with WCGC-FL's values, policies, benefits, and the services we provide. Additionally, WCGC-FL has staff recruitment, advertising, training, certification, and development processes. Our salaries are competitive, meeting area wage study averages for human service positions and job descriptions. All WCGC-FL staff are qualified, experienced, and meet certification requirements for their positions. This thorough onboarding process ensures that new team members are ready to contribute to our mission of supporting and uplifting the communities we serve. WCGC-FL offers a wide range of benefits for employee selection. Benefits are a crucial component of employee compensation. A wellness program offers monthly wellness team and individual opportunities, employee perks for travel and entertainment, and goal setting with rewards that include a reduction in the cost the employee pays toward health insurance. These valuable perks and protections are essential to impacting employee satisfaction, loyalty, and overall well-being. Once onsite at MSI, new staff complete a thorough orientation to MSI services, FARR policies and procedures, and shadow existing staff. Staff are provided orientation to the FARR Code of Ethics, confidentiality rules (HIPAA compliance), and resident rights. Orientation covers policies on boundaries, dual relationships, and mandatory reporting requirements. Additionally, the training covers clear expectations about the Peer Support Specialist's function as a non-clinical recovery role model, emphasizing lived experience, motivational support, and connection to community resources. Additional training includes crisis intervention protocols, overdose response, naloxone training, and emergency and evacuation plans. Education about stigma reduction and care for adverse childhood experiences, house rules, curfews, drug testing policies, incident reporting procedures, and documentation standards is provided. One-to-one supervision and a 90-day and annual performance review are provided weekly. The timeline for implementation of this program is ongoing. The program is operational. The HR recruitment and hiring orientation process will occur within the first 90 days of the award.

C. Community Needs

Completed by savannahjones.grants@westcare.com on 4/3/2025 8:57 PM

Case Id: 18960
Name: Gulf Coast Florida - WestCare
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 significant challenges related to homelessness, driven by high housing costs, declining affordable housing and affordable rental availability, and widespread cost burdens among homeowners and renters. The 2024 Point-In-Time (PIT) Count identified 2,010 individuals experiencing homelessness: 1,389 sheltered and 721 unsheltered. While there was a slight decrease in sheltered homelessness, unsheltered homelessness increased by 12%. Chronic homelessness remains a concern, especially among older adults, with most unsheltered individuals aged 55-64. Of unsheltered individuals, 36% reported having been incarcerated during the past year. The intersection of homelessness and substance use disorder (SUD) is a critical issue in Pinellas County. The National Alliance to End Homelessness (NAEH) reports that as of 2024, 18.4% of individuals experiencing homelessness have a serious mental illness, and 14.5% have conditions related to chronic substance use. Locally, service providers observe that addiction, often compounded by mental health conditions, is a common challenge, particularly among those experiencing chronic homelessness, making integrated, recovery-oriented support services essential. The Homeless Leadership Alliance (HLA) in Pinellas County and local data from 2-1-1 Tampa Bay Cares, Inc. confirm that housing and shelter are the most requested services in the region. With increasing rental costs and limited affordable housing, SUD individuals face significant stability barriers. Many cycle between homelessness, incarceration, and institutional care without the integrated support needed for long-term recovery and independence. WCGC-FL's Mustard Seed Inn (MSI) directly addresses these needs through its 67-bed transitional housing program for adults experiencing homelessness and SUD. Residents receive workforce development, mental health services, job readiness training, case management, and life skills education. MSI operates under a FARR Level III certification, ensuring a structured, high-quality, recovery-centered environment. However, gaps remain—particularly in personalized, lived-experience support. To meet this need, WCGC-FL is expanding services by adding another Peer Support Specialist to help residents navigate complex systems, access public benefits, and develop coping skills. Peer Support Specialists are role models and mentors, fostering resilience, trust, and stronger engagement in recovery services. Their involvement has been shown to improve housing stability and reduce relapse rates. Additional peer support will strengthen MSI's capacity to help break the cycle of homelessness and SUD through compassionate, comprehensive, and research-informed 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.
Pinellas County experiences the same causes of homelessness as many counties across Florida and the United States. An April 2024 Zero Returns to Homelessness article reports, "Each year, as millions of people return home from prison and jail, accessing safe, affordable housing is one of their most difficult challenges. As a result, they are 10 times more likely than the general public to experience homelessness. Recent state-level data suggests that over 30 percent of people returning home from incarceration may experience homelessness, with local data suggesting that up to 20 percent of people experience homelessness when released to community supervision". This challenge persists and is exacerbated in Pinellas County due to the sharp rise in housing costs. The rent increase, combined with the displacement of people due to the recent hurricanes, has played a significant role in the lack of housing for everyone. The role that previous

criminal involvement and substance use are also significant barriers to obtaining housing. Once homeless, people face increased vulnerability of contact with the justice system, as people experiencing homelessness are 11 times more likely to face arrest. This creates a costly cycle of contact with law enforcement. In addition, a portion of the adults discharged from local hospitals have no home to return to. Many individuals have diagnosed and undiagnosed substance use disorder or co-occurring disorders. Many also lose access to medications due to their circumstances, which in turn exaggerate the likelihood of becoming involved with law enforcement and homelessness. Moreover, when underlying factors, such as adverse childhood experiences and mental health disorders, affect the ability to maintain supportive relationships. With no treatment or ineffective treatment, there is a high likelihood of continued substance abuse, criminal recidivism, and continued homelessness. Homeless adults with behavioral health disorders or multiple chronic conditions require supportive housing and wrap-around services using specialized case management. The 2024 Homeless Leadership Alliance of Pinellas Point-In-Time (PIT) Homeless Survey revealed that 16% of homeless individuals at the time of the PIT reported a mental health disorder, 11% reported a substance use disorder, and 36% of individuals reported having been incarcerated in the past year. The overwhelming reason given for homelessness among those surveyed during the PIT count is financial problems/loss of job, followed by family issues, medical condition/disability, alcohol/drug use disorder, jail/prison/criminal history, eviction, mental health problems, natural/other disaster, domestic violence, foreclosure, and a tiny percentage as recent immigration. Recommendation #4 from the 2024 PIT count report states, “The primary reason housing was lost among unsheltered individuals experiencing homelessness was insufficient income and/or lack of employment.”

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?
MSI transitional housing serves adults (18+) with diagnosed substance use disorders (SUD), including alcohol and opioid use disorders, who are experiencing homelessness. MSI provides essential services to help residents recover and develop the skills necessary for independent living. Services include workforce development, mental health support, job skills training, case management, support groups, and life skills education. In the most recent fiscal year, MSI served 173 individuals—158 men and 15 women. While all residents are expected to contribute rent and program fees, no one is denied services or discharged for inability to pay. As a FARR Level III certified facility, MSI offers structured, professionally staffed housing with integrated services, representing a higher degree of oversight and care. Staff are trained and certified to provide recovery support, crisis intervention, and resilience-building services. Residents who do not maintain recovery efforts are supported in finding alternative housing or services that better fit their needs. MSI staff actively participate in the Homeless Leadership Alliance (HLA) case management committee and Continuum of Care collaborations within Pinellas County. WCGC-FL is expanding the capacity and depth of MSI’s services by adding another Peer Support Specialist to enhance outcomes. Peer Support Specialists bring lived experience, offering residents relatable guidance, mentorship, and motivation to pursue stability and recovery. They help residents navigate housing, benefits enrollment (SSI/SSDI, SOAR), and access healthcare and community services while modeling successful long-term recovery. This expansion aligns with the HLA 2024 PIT report recommendations for comprehensive, wraparound support that addresses employment, education, and access to public assistance. MSI residents also benefit from educational opportunities at Pinellas Technical College and St. Petersburg College. Current participants are enrolled in HVAC, plumbing, welding, and cybersecurity programs, and recent graduates have secured scholarships and employment—clear indicators of program success in preparing individuals for self-sufficiency. WCGC-FL remains committed to financial sustainability and program growth by continuously pursuing diverse funding streams. In addition

to state and federal funds, the organization actively seeks private foundation grants, corporate donations, municipal funding, and collaborative opportunities with local community agencies. This approach ensures program resilience, allowing WCGC-FL to continue meeting the evolving needs of the community and reducing the number of unserved individuals experiencing homelessness and substance use disorders in 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.
The MSI Manager and staff work with multiple employers, as well as Pinellas Technical College, St Petersburg College, Recovery Epicenter Foundation, Directions for Living, and the Homeless Leadership Alliance. Because WCGC-FL provides services within the continuum of care for homelessness and substance use treatment, MSI also collaborates regularly with programs operating at other WCGC-FL locations and works with the outpatient, Medication-Assisted Treatment (MAT) services, and workforce development program. Co-occurring disorders are the presence of both a mental health condition and a substance use disorder, are common among individuals experiencing homelessness, and present unique barriers to stability and recovery. Without treatment, these combined challenges often result in repeated housing instability, difficulties maintaining employment, and increased involvement with crisis services. Providing access to coordinated treatment for both mental health and substance use disorders plays a critical role in breaking this cycle. By providing safe housing, case management, peer support, and referrals to integrated behavioral health services, individuals can stabilize, build coping skills, and pursue long-term recovery goals. This is where the partnership with Directions for Living comes in. Directions for Living provides onsite counseling at MSI. MSI's case managers and Peer Support Specialists help provide transportation to Metro Inclusive Health, the Social Security office, and the Salvation Army for clothing vouchers and other immediate local needs that may arise. Treatment during transitional living addresses immediate health concerns and helps residents develop life skills, rebuild relationships, and prepare for independent living. With consistent support and access to services, individuals with co-occurring disorders are more likely to achieve lasting housing stability and improved quality of life.

Please upload Collaborative Letter

☑ **Collaborative Letter**

Recovery Epicenter Foundation Letter - WestCare GulfCoast Florida.pdf

D. Scope of Services

Completed by savannahjones.grants@westcare.com on 4/3/2025 8:57 PM

Case Id: 18960
Name: Gulf Coast Florida - WestCare
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.
MSI will add another certified Peer Support Specialist (PSS). A PSS is an individual with lived experience in recovery from substance use and/or mental health challenges who is trained to support others on their recovery journeys. Their services are grounded in research-informed principles of mutual support, recovery-oriented care, and person-centered engagement. Peer support is recognized by the Substance Abuse and Mental Health Services Administration (SAMHSA), grounded in research and proven to promote sustained recovery by fostering hope, building self-efficacy, and providing practical tools for overcoming barriers. PSS services include mentorship, goal setting, emotional support, resource navigation, life skills coaching, and advocacy. These professionals help individuals develop coping strategies, manage relapse triggers, and rebuild relationships while navigating complex systems such as housing, healthcare, and employment. The relationship between the Peer Support Specialist and the individual is built on mutual respect, shared experience, and trust, which research shows significantly increases engagement in treatment and retention in recovery programs. Peer support services lead to reduced hospitalizations, improved quality of life, increased housing stability, and long-term recovery outcomes. Through structured training and certification, PSS operates within ethical guidelines and professional standards, offering a unique layer of support that complements clinical services and fosters community reintegration.

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?
Personnel Salary and Fringe Benefits: Peer Support Specialist serving residents of the Mustard Seed Inn. Utilities - Mustard Seed Inn Repairs and Maintenance - Mustard Seed Inn Program food - Serving an average of 65 individuals, 3 healthy, nutritious meals per day.

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.
MSI services occur 24 hours per day, 7 days per week, 365 days per year. MSI is staffed with the MSI Manager, a certified Lead Behavioral Health Technician (Lead BHT), three Behavioral Health Technicians (BHT) certified medical technicians, and four BHTs. BHTs monitor house activities, monitor resident activities, and assist residents to remain compliant with their individualized service plan. BHTs model appropriate behavior, ensure the safety of residents, and comply with program rules. A new Master of Social Work (MSW) level case manager will join the staff as of March 2025. Another case manager possesses an associate's degree and is a certified Peer Support Specialist. The staff also includes one cook who prepares healthy and nutritious meals for the residents. MSI coordinates with other WCGC-FL staff, including an LPN, Residential Coordinator, and Criminal Justice Liaisons. The Manager provides supervision for all MSI

staff and works a variety of shifts at MSI to be at the facility during different times of day to interact with and observe house activity. Case managers/Peer Support Specialists have a caseload and meet with residents at least weekly. Case management includes comprehensive assessment gathering information about the individual's substance use history, mental health status, physical health needs, social support networks, housing history, and employment. Case managers evaluate the strengths and challenges the individual faces and, together with the new resident, create an Individualized Service Plan and set specific, measurable, and achievable goals for their recovery. These goals often include maintaining sobriety, improving mental health, finding employment, acquiring public benefits, securing stable housing, and rebuilding relationships. Case Managers meet with residents weekly to monitor progress and provide mediation and conflict resolution, life skills coaching, credit building or rebuilding, budgeting, and money management. Case managers build connections with employers and workforce development opportunities and prepare the residents for independent living. MSI assists residents in finding permanent housing and helps those on a fixed income find income-based housing. NA, AA, and other support groups occur at MSI each week, and residents must attend a specific number of meetings; staff also transport clients to meetings outside MSI to introduce them to different types of meetings, which helps them build a stronger support network. MSI has an onsite computer lab where staff assist the clients in preparing resumes. Residents also use computers to do homework if they attend school and search for jobs. Peer Support Specialists work with individuals continuously to help them meet their established goals, recognize new goals, and collaborate with case managers, clinical providers, the workforce, and housing opportunities. Residents participate in financial literacy and other skills training, recreational activities, Veteran service groups, and holiday activities. Peer Support Specialists are individuals with lived experience in recovery from substance use and/or mental health challenges who are trained to support others on their recovery journeys. Their services are grounded in proven principles of mutual support, recovery-oriented care, and person-centered engagement. Peer support is recognized by the Substance Abuse and Mental Health Services Administration (SAMHSA) as a researched practice proven to promote sustained recovery by fostering hope, building self-efficacy, and providing practical tools for overcoming barriers. The new Peer Support Specialist will be integral to engaging residents in recovery activities, providing recovery support groups, helping residents navigate community resources, and providing personalized expertise for maintaining a successful lifestyle. Peer Support Specialists are also specifically trained to recognize signs of relapse, provide relapse prevention and crisis support, and focus on community integration and personal growth for long-term recovery success. The Peer Support Specialist will also perform case management duties and maintain a caseload of clients.

D.4. What is the target population and eligibility criteria for the program?
The target population for MSI is anyone in Pinellas County who is homeless, whether it be due to incarceration, substance use, and/or mental health issues, and who wishes to become and stay substance-free and successfully start on a path to recovery and independent living.

D.5. Provide the geographic service area(s) and hours and days for the program during contract period.
The geographic service area is Pinellas County. MSI is located at 2510 Central Ave., St. Petersburg, FL 33712. Mustard Seed Inn is open 24 hours a day, 7 days a week, 365 days a year.

D.6. Describe the program staff, including qualifications, expertise, and credentials, if required.
Program staff includes the Director of Residential Services, Dr. Jack Shaw, the MSI Program Manager, a Lead Behavioral Health Technician (Lead BHT), eight behavioral health technicians, one Peer Support Specialist/case manager, one MSW level case manager, and a cook. The MSI Program Manager, Linda Welborn, was a probation officer for 12 years before coming to WCGC-FL. She has been with WCGC-FL for 11 years. At least 60% of residents are on probation or have open charges; Ms. Welborn's knowledge of the court and probation process and requirements can fully assist the residents and explain the process to them. She previously managed the WCGC-FL Rapid Rehousing Program, which provided her with homelessness experience and the community resources available. She can train staff and provide housing resource assistance when needed. Ms. Welborn is certified by the Florida Certification Board as the Recovery Residence

Administrator. The Lead BHT is certified by the State of Florida. The Lead BHT plays a crucial supervisory role within behavioral health settings, overseeing daily operations and ensuring the delivery of quality care to clients. The primary responsibilities include supervising and training Behavioral Health Technicians (BHTs), coordinating client activities, and maintaining compliance with state and federal regulations. The Lead BHT often assists in the intake process for new clients, conducts safety checks, and ensures the facility's overall safety and cleanliness. Practical communication skills, leadership abilities, and a strong understanding of behavioral health practices are essential for this role.

E. Program Outcomes and Goals

Completed by savannahjones.grants@westcare.com on 4/3/2025 8:57 PM

Case Id: 18960
Name: Gulf Coast Florida - WestCare
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 WestCare GulfCoast - Florida.pdf

E.2. What information will be collected to demonstrate program success?
Key data points collected through the HLA, Pinellas County HMIS system, include: • Age, gender, race and ethnicity • Veteran Status • Disability status • Entry and exit dates • Housing status at program entry and exit • Destination at program exit, including either permanent housing, temporary situation, unknown or institutional setting • Monthly income at program entry and exit – with source • Changes in income during participation • Enrollment in public benefits • Employment status at entry and exit • Participation in job training and education programs • Credentials or certifications earned • Participation in substance use treatment or mental health services • Health insurance status • Case management meetings • Referrals made and completed • Stability of housing placement at program exit HMIS data tracks participant progress from program entry to exit and beyond, measuring key indicators such as housing stability, income growth, employment status, and access to health services. We evaluate program effectiveness, identify gaps, and guide continuous improvements by monitoring outcomes like the percentage of residents who secure permanent housing, maintain sustained recovery, and achieve personal goals. Regular analysis of this data also helps ensure accountability, informs strategic decisions and supports reporting requirements to community partners.

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)
MSI uses the Pinellas County HMIS system to manage and track indicators for residents. As part of the Pinellas County Continuum of Care, MSI is a transitional housing option that tracks all activities using the HMIS. Data is collected at entry and weekly, monthly, and quarterly throughout a resident's stay.

F. Budget

Completed by savannahjones.grants@westcare.com on 4/3/2025 8:57 PM

Case Id: 18960
Name: Gulf Coast Florida - WestCare
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.
$18,161,884.00

F.2. Total Program budget. Amount currently allocated to fund the program with the requested Social Action Funding.
$980,005.00

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?
10.00%

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 Petersburg ESG/CDBG $50,000 utilities City of St Petersburg SAF $50,000 Staff (case manager, lead client tech, data specialist) City of St Petersburg SAF - Opioid Beds - $100,000 covers operating costs for 4-5 beds per year Pinellas County JAG - $50,000 Case Management services Pinellas County Drug Court Div Z - Beds - $40,305 covers operating costs for 2 beds per year Pinellas County Jail Diversion - Beds - $195,100 covers operating costs for 9 beds per year Client Fees/Rent and Donations $494,600

F.6. What other Pinellas County funding does the organization receive for any and all programs?
Pinellas County Shelter beds - A Turning Point program Pinellas County Justice Coordination - A Turning Point program Pinellas County Drug Court - Residential program and Out Patient programs

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. Funding diversity is essential to program continuity. Although many funders have supported WestCare's Homeless Services for multiple years, funding sources change and funding priorities do shift. WestCare works closely with funders in an effort to identify any risks to funding shifts as early as possible so as to help mitigate any negative financial impacts on programs and services. WestCare anticipates that municipal, county, state, federal, and private sources will continue to support WestCare's Homeless Services even if the amount of that funding many change. WestCare's Homeless Services are supported and funded through multiple municipal, county, state, federal, and private sources. WestCare affiliates and subsidiary agencies manage more than 300 different contracts and grants annually. In 2020, in addition to existing grants and contracts, WestCare regions were awarded more than 170 grants and contracts representing nearly $30 million in new funding. This includes more than 40 grants funded in the State of Florida.. WestCare uses a model for sustainability that emphasizes strategic financing and planning not limited to grant-seeking. Third party reimbursement, private philanthropy, social enterprise, fees for

service and other methods are integrated with WestCare program funding whenever possible. WestCare GulfCoast has a strategic plan charting out activities to reach sustainable funding over time. Elements of the plan include prioritizing risk and protective factors for the target population, identifying needed services, and matching potential sources of funding. The plan was developed as a group process involving service recipients, staff, board members, donors, and local community leaders invested in the goals and objectives of the organization.

F.8. Please download and complete the Annual Budget form.

☑ **Annual Budget Narrative *Required**

FY26 Annual Budget Report.xlsx

G. Required Documents

Completed by savannahjones.grants@westcare.com on 4/3/2025 8:58 PM

Case Id: 18960
Name: Gulf Coast Florida - WestCare
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 WestCare GulfCoast Florida.pdf

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

☑ **W-9 with legal name which matches that of applicant name Save as W9 Agency name *Required**
W9 WestCare Gulfcoast Florida.pdf

☑ **Current Certificate of Insurance Save as Insurance Agency Name *Required**
Assured Partners.pdf

☑ **Completed Internal Control Checklist Save as Internal Control Checklist Agency name *Required**
Internal Control Checklist WestCare GulfCoast - Florida.pdf

☑ **Annual Budget Report Save as Annual Budget Agency name *Required**

Annual Budget WestCare GulfCoast Florida.pdf

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

Outcomes and Goals WestCare GulfCoast - Florida.pdf

☑ **Current state licenses or registrations**

7-11-2024 Aftercare Certificate.pdf
7-11-2024 General Intervention Certificate.pdf
7-11-2024 Prevention Services Selective Certificate.pdf
7-11-2024 Residential Level 2 Certificate.pdf
Case Management - TP.pdf
Outpatient - All Sites.pdf
MSI FARR Certificate.pdf

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

Org Chart WestCare GulfCoast Florida.pdf

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

Job Description WestCare GulfCoast Florida.pdf

☑ **Housing First Checklist, if applicable Save as Housing First Agency name**

Housing First WestCare GulfCoast Florida.pdf

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

Shelter Entrance Criteria WestCare GulfCoast Florida.pdf

☑ **Data Control Questionnaire Save as Data Control Questionnaire Agency Name *Required**

Data Control Questionnaire WestCare GulfCoast Florida.pdf

☑ **HS E-Verify Affidavit Save as Everify Agency name *Required**

Everify WestCare GulfCoast Florida.pdf

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

Board Members WestCare GulfCoast Florida.pdf

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

Accreditation WestCare GulfCoast Florida.pdf
Accreditation2 WestCare GulfCoast Floria.pdf

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

Human Trafficking WestCare GulfCoast 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**

Conflict of Interest WestCare GulfCoast Florida.pdf

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

Program Policies and Procedures WestCare GulfCoast Florida.pdf

Submit

Completed by savannahjones.grants@westcare.com on 4/3/2025 8:59 PM

Case Id: 18960
Name: Gulf Coast Florida - WestCare
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
Savannah Jones
Electronically signed by savannahjones.grants@westcare.com on 4/3/2025 8:58 PM

Date Submitted
04/03/2025

Program Description

Completed by mewhite@parc-fl.org on 4/4/2025 2:20 PM

Case Id: 18961
Name: PARC, 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 mewhite@parc-fl.org on 4/4/2025 2:20 PM

Case Id: 18961
Name: PARC, 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 mewhite@parc-fl.org on 4/4/2025 2:22 PM

Case Id: 18961
Name: PARC, Inc.
Address: *No Address Assigned

A. Agency Information

Please provide the following information.

LEGAL AGENCY INFORMATION (FOR CONTRACT)

A.1. Legal Organization Name
PARC, Inc.

A.2. DBA (if applicable)
Parc Center for Disabilities

A.3. Legal Address
3100 75th Street N St. Petersburg, FL 33710

PROJECT INFORMATION

A.4. Program Name/Project Title
Parc Supported Employment

A.5. Summary - provide a brief summary of program and how funding would be utilized.
Expansion of Parc Supported Employment Program with addition of Phase 1 Community Based Prevocational Training for persons with IDDs.

A.6. Physical Program Address
3015 76th Way North St. Petersburg, FL 33710

A.7. Program Manager First Name
Brian

A.8. Program Manager Last Name
Rothey

A.9. Program Manager Title
AVP, Adult Community Programs

A.10. Program Manager Email
brothey@parc-fl.org

A.11. Program Manager Phone Number
(727) 345-9111

APPLICATION CONTACT INFORMATION

A.19. First Name
Marion

A.20. Last Name
White

A.21. Contact Person/Title
Chief Operations Officer

A.22. Contact Email
mewhite@parc-fl.org

A.23. Telephone
7273416920

A.24. Executive Officer with signing authority First Name
Michelle

A.25. Executive Officer with signing authority Last Name
Detweiler

A.26. Executive Officer Title
President & CEO

A.27. Executive Officer Email
mdetweiler@parc-fl.org

A.28. Executive Officer Phone Number
(727) 345-9111

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
$139,980.00

A.15. Taxpayer/Employer ID
59-0791038

A.16. Unique Entity Identifier (UEI- Federal SAM.GOV Number, if registered
XE5YXHKBHLA7

A.17. Date of incorporation in Florida
01/02/1969

A.18. Date of 501(c)(3) Status
07/01/1954

B. Organization Profile

Completed by mewhite@parc-fl.org on 4/4/2025 2:22 PM

Case Id: 18961
Name: PARC, 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.
Parc Center for Disabilities (Parc), as the dba for PARC, Inc., in operation in Pinellas County since 1953, has a mission to provide opportunities for children and adults with developmental disabilities to exercise their independence and experience life to the fullest. The vision of the agency—now led by Michelle Detweiler, whose father is the late Bert Muller, one of the founders of Parc, and its 15-member Board of Directors—is a community where all individuals live with dignity and are treated with respect. While 70 years ago this nonprofit was the only one to address the needs of children and adults with developmental disabilities in Pinellas County, and is the only full-service agency south of Ulmerton Road with this mission and core programs to address the needs of 496 adults and 369 children (2022-23 Annual Report) with intellectual and developmental disabilities or any of 22 disabilities presented to this agency by adults or children in need, including autism, Down Syndrome, and Fetal Alcohol Syndrome, among others. Parc has four core program areas: Children's Services, Residential Services, Life Skills Development, and Supported Employment. Parc focuses on what children and adults can do rather than what they are unable to do. For adults with disabilities, Parc embraces a "person-centered" approach that allows staff to assist Parc participants in making their own choices. Parc addresses health and human services for disadvantaged residents that includes the provision of specialized healthcare services, workforce development, life skills training and support, transportation or mobility assistance, health and hygiene support, and specialized mentoring and education programs for children and adults with intellectual and developmental disabilities (IDDs). Parc's values are summarized by the words: Together we R.I.S.E.! (Respect, Integrity, Service, and Empathy). There are 329 Parc team members who foster and implement its mission along with 260 dedicated volunteers by their side. Parc, with a $28 million agency budget, bears a gold seal of transparency from GuideStar and a four-star rating from Charity Navigator. A total of 94 individuals, including children and adults, call Parc their permanent home. Within the Children's Services program area, 460 individuals were served in FY2023, including 113 through the Discovery Learning Center (a current $10.7 million capital campaign is underway for a new facility). Through Parc's Supported Employment Program, formed in 1986, working with more than 25 local corporate collaborators, Parc had 65 adults secure integrated, inclusive employment in FY2023, with 83 clients currently enrolled in the program as of April 2025. Parc has many years providing sole-source services south of Ulmerton because of trained and committed staff, active Board members, volunteers, and corporate, government, individual, and private funding partners, including Pinellas County Government through the CDBG Grants.

B.2. Describe your board membership and how the board is reflective of the target population.
With the mission of Parc Center for Disabilities to provide opportunities for children and adults with developmental disabilities to exercise their independence and experience life to the fullest, Parc's 15-member Board of Directors represent a cross section of the community, and directly, the children and adults we serve at Parc. In the Parc Center for Disabilities By-Laws, the Board of Directors shall consist of at least two people from the PARCParents, Guardians and Friends of PARC, Inc., and at least one of these persons shall be a parent or relative advocate of a current Parc participant. More than 90 individuals with intellectual and developmental disabilities call Parc Center for Disabilities "home". Of these residents: • Two are siblings of two current board members; • One is the son of a current board member; • One is the brother-in-law of a current board member; • One Board member has a sibling with an intellectual

disability that is not served at Parc Center for Disabilities but understands everything we do for our participants on a daily basis. Recently, the medical physician who oversees the medical care for our adult residents joined the Board of Directors and is enthusiastically representing the Parc participants from a medical viewpoint on our Board of Directors. Cross representation on the board, as it relates to experience with Parc's client population and as it represents the larger residential community Parc serves, is important to this agency. There are 13 board members who are White, with Hispanic ethnicity represented among them, and two who are non-White, one who is African American, and one individual who is Asian with Indian descent. There are 11 male board members and four female board members. Finally, in the midst of a $10 million capital campaign—of which $7 million has been raised to date with extensive board of director participation—to construct a new and expanded Discovery Learning Center for children at Parc Center for Disabilities, an architect and a businessman who builds pre-schools has joined the Board to advocate for the children we serve and provide the best educational and therapeutic environment for them to learn in the future. Mr. Michael Bice, M.H.A., serves as the Chairman of the Parc Center for Disabilities Board of Directors. He has also been a member of the Finance, Planning, and Development Committees for Parc since starting his volunteerism with this agency in October of 2021. His career began following the attainment of a Master of Science in Health Administration (M.H.A.) from the University of Michigan and a Bachelor of Arts in Political Science from Binghamton University. He started as an Associate Administrator for the Rhode Island Hospital, and he would go on to serve as the CEO of Lutheran Health Systems, Lutheran General Health Care Services, and Allegany Health System. For eight years, following his executive leadership in healthcare, Mr. Bice served as a Senior Vice President for Marsh & McLennan Companies, providing business risk consulting for health care clients in the USA and Latin America. During this time, he also served as a Clinical Professor for the University of Florida College of Public Health and Health Professions, and later as a Professor for Kent State University. Today, Mr. Bice is a lecturer with Osher Lifelong Learning Institute (OLLI) at the University of South Florida, Eckerd College, and the University of South Florida. He is committed to the responsible use of Artificial Intelligence (AI) in healthcare, and Mr. Bice has developed a 6-part series on Artificial Intelligence, including lectures on Ambient Intelligence, Conversational AI, and Generative AI (ChatGPT). Mr. Bice currently serves on the Moffitt Cancer Center Board, is Chair of the Moffitt Cancer Center Quality Committee, serves on their Joint Finance Committee, and on the Moffitt Cancer Center Edgecomb Society Steering Committee. Additionally, Mr. Bice has served on the Board of Directors for Bon Secours Mercy Health Foundation and the St. Petersburg Free Clinic.

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

Parc has nearly 40 years of fine-tuning its Supported Employment Program for persons with intellectual and developmental disabilities. Parc utilizes Best Practices in Supported Employment and Introduction to Social Security Work Incentives curriculum to get its current four-member team of Supported Employment Community Program Specialists trained (18-hour certification and 8-CEUs) each year to help clients navigate a complex system of health, financial, and life support benefits (often impacted by a client's employment) along with conducting client training, job preparation, employer recruitment, placement, and job follow-along for successful outcomes. Parc collaborates with the ServiceSource agency to conduct the initial Benefit Planning Query (BPQY) for persons with disabilities, and Parc engages a cultivated network of 24 local employers, like HCA Northside Hospital and Bausch & Lomb. Community Supports (Supported Employment) Program Manager Maylin Kuri has been with Parc for more than 20 years and AVP of Adult Community Programs Brian Rothey has 15 years in the field, including work with the Agency for Persons with Disabilities. Overall, Parc has spent 70-years building four core programs: Children's Services, Residential Services, Life Skills Development, and Supported Employment, with a fleet of 43 vehicles making 42,000 annual trips, including for client employment and other appointments. Parc runs two Medicaid Waiver group homes and two Intermediate Care Facilities.

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

Here is what a new hire for the Parc Center for Disabilities Supported Employment Program will experience for

onboarding in an approximate two-week period: once the job opening announcements are placed electronically, in social media, posted on the website, and/or advertised in other job listings, Parc then conducts interviews, determines a candidate, makes an offer, determines acceptance, conducts a background check, and proceeds to hire. After the first week of Parc agency training, the proposed Community Program Specialists for the Supported Employment Program (SEP) at Parc will attend service-specific training through the State of Florida Agency for Persons with Disability (industry training). These certificate courses include Best Practices in Supported Employment (18-hr) Pre-Service curriculum, and The Introduction to Social Security Work Incentives (18-hr) Pre-Service training. Once the employee completes the general transportation portion, they go on to a more specific Florida Department of Transportation (FDOT) to receive training in more specific transportation requirements that they mandate with training on tablets that keep records of all vehicles, their movements, mileage, and passengers as provided by Robin Reddish and Bernard Weston, Parc's Transportation Coordinators. First Two Days (Monday-Tuesday): 1. Orientation and Introduction of Parc Training 2. Compliance Training 3. Employee Handbook Zero Tolerance Review (Parc Policies on Sexual Harassment, Violence in the Workplace, Diversity) 4. Confronting Bullying 5. Safety/Fire Safety 6. Biomedical Waste Training 7. ADA Disability Awareness and Sensitivity Training 8. Reactive Strategies 9. Abuse and Neglect 10. Florida Department of Health (FDOH) HIV/AIDS 101 In the News Training (Via APD Train.Org) Wednesday-Friday APD Train.org: 1. APD Health Insurance Portability and Accountability Act Basics 2. APD Zero Tolerance 3. APD Direct Care Core Competencies 4. APD Requirements for All Waiver Providers 5. APD iConnect Basics 6. APD iConnect Role, Permissions, Security, Multifactor Authentication 7. APD iConnect Overview of the Consumer Record Next week Thursday-Friday (Transportation Training): 1. Transportation Operating Procedures 2. FDOT CUTR (Distracted Driving) 3. FDOT (Defensive Driving) 4. FDOT FTA Drug Awareness 5. Pre/Post Trip Training 6. Written Drivers Examination 7. Wireless Communication Policy 8. Guideline for 15-Passenger Van The employee also completes APD-approved CPR and First Aid training as defined in Parc's Employee Handbook Appendices B10, and B11 (if new hire does not already have a certificate upon hire); Parc provides the American Health and Safety Institute Basic First Aid, CPR, and AED curriculum. Pam Peters, Parc's Associate Vice President (AVP) of Human Resources, supervises all of Parc's onboarding, with Marion White, Chief Operating Officer over the AVP of Human Resources. Brian Rothey, the AVP of Adult Community Programs, manages Maylin Kuri, Parc Community Supports Program Manager, who supervises all Community Program Specialists in the Supported Employment Program, including the two new specialists projected to be hired in the expanded new addition of a Phase I Community-Based Prevocational Training Component (life skills, financial literacy, benefit analysis, internships, volunteerism, and work exploration) to strengthen the existing Parc component (Phase II) for actual client participation in either mobile work crews or Competitive Integrated Employment (CIE).

C. Community Needs

Completed by mewhite@parc-fl.org on 4/4/2025 2:23 PM

Case Id: 18961
Name: PARC, 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.
Supported Employment Programs, like Parc's, require specialized services to assist individuals with permanent disabilities to be fully integrated, fulfilled, and, in turn, assist the local economy and targeted industries (like the Healthcare/Hospitals subsector with Pinellas County's most new jobs reported). Clients at Parc are permanently disabled and need staff support to transition from prevocational training (Phase I) to supported employment (Phase II). This is unlike local CareerSource Ticket to Work program participants that taper off of disability benefits altogether. Clients entering this program are fully assessed of their Vocational Rehabilitation, Medicaid Waiver, and Social Security SSI or SSDI benefit provisions. Individuals with a disability, who currently have benefits and begin employment, risk the loss of benefits, if they are not closely monitored with available work incentives applied. Parc relies on ServiceSource (Abilities) to provide initial benefit analysis, with a Benefit Planning Query. Parc then conducts ongoing benefit analysis. Even with funding assistance from Medicaid Waiver (MW) and Vocational Rehabilitation (VR), Parc has not had the program fully funded or been able to expand Phase I to include Community-Based Prevocational Training. Parc participated in a Project SEARCH (best practice) model, along with a local hospital and the school district in the past, but found it needed to expand participant ages beyond that model's 18-22 years of age limitation. Parc needed a prevocational training and Supported Employment Program for all adults (18 or older) with IDDs. Parc has been missing components, like assisting clients with workforce exploration, through internships or volunteerism, that relate to potential goals for employment. Parc has worked with Medicaid Waiver on Level 3 of Life Skills Development (LSD3) that funds Adult Day Programs; and, while volunteerism can be a part of LSD3, it is typically for community benefit and not for financial stability and financial independence (prevocational training) which comes with an LSD4 component, as defined by Medicaid Waiver. Medicaid Waiver and Vocational Rehabilitation do not fully fund this program, on a reimbursement of clients' milestones, even prior to a proposed expansion. Yet, need for the program and its expansion for Phase I prevocational training, as requested by clients interested in employment and corporations in Pinellas County in need of Parc's staffing resource necessitate added program funders. The current (three) Community Program Specialists do not have the time to assist beyond their Phase II commitment of Supported Employment and limited assistance with LSD3 activities, volunteerism or internships related to community enrichment and not prevocational training (LSD4), as needed. Working closely with each client with IDDs who has an interest in employment requires a 1:15 staff to client ratio to provide the tools and support that help assure success.

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, where Parc is located, has a total of 146,750 persons with disabilities (15.5 percent of the 944,372 total population) as of 2022 (U.S. Census Bureau), a rate higher than the state's at 13.5 percent and neighboring Hillsborough County at 11.8 percent. In 2024, per the Florida Health Charts, there were 3,064 developmentally disabled clients in Pinellas County, placing the county in the fourth (or highest) quartile, more than the other three-quarters of the state, in this population. The Agency for Persons with Disabilities in Florida, governed by state statutes, supporting individuals with unique abilities, maintains a 23,372 waitlist for services with the iBudget Medicaid Waiver funding portions of things like supported employment; some can be on this list for 15 years or more. In 2023 the Department of Labor

began to take steps to phase out sheltered workshops and practices that compensate persons with disabilities (including developmental disabilities) at subminimum wages, and to promote what is referred to as Employment First, a national systems-change framework that applies to Florida (2023 State Statute 393.13) and to the county. Individuals with the most significant disabilities are capable of full participation in Competitive Integrated Employment (CIE) and community life (living it the fullest). Parc looked at trends to not only meet new standards, but to have their clients and the Supported Employment Program excel. Parc used the Pinellas County Economic Development data, and the Pinellas County Economic Dashboard to see that strong employer relationships, including with HCA Northside Hospital, Johns Hopkins All Children's Hospital, the VA Hospital, and Bausch & Lomb, fit a top trending sector(s) for most new jobs in the county. Ongoing, strong relationships with these companies facilitate Parc client placement in Supported Employment through Competitive Integrated Employment or mobile work crews that are a win for the client, industry, and the community as a whole. Currently there are more than 25 committed employers working with Parc on client placement. Parc's Supported Employment helps the Agency for Persons with Disabilities meet a 2025-2029 Long Range Plan, third agency objective: "Intentionally activate private sector involvement with social integration, workforce participation and furthering the talent pipeline for both individuals with unique abilities and employers." Dedicated staff are needed to train and coach clients 1:1 for Supported Employment's success. The 2024 Annual Census Update for education, employment, and earnings data for persons with disabilities from The Able Trust supports this concept. The report shows 32,075 Pinellas County residents with a disability were not in the labor force, 2,630 were unemployed, and 50 percent had a high school degree or less. A prevocational training component strengthens outcomes and readies persons with disabilities to fully engage in the workforce.

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?
Parc currently works diligently to augment and not overlap with existing community service providers, knowing it has a sole-source ability to provide a full continuum of services to persons with the most significant disabilities who deserve to live life to the fullest through community integration that includes entering the competitive workforce and fully participating in society, not sheltered. In its collaboration, and to avoid overlap, Parc works directly with ServiceSource (dba Abilities) to conduct the initial benefit analysis known as the Benefit Planning Query (BPQY) sent through to Social Security and then to provide an assessment and review of benefits with the client. Parc and its Community Program Specialists handle ongoing benefit reviews and factor in work incentives to help clients minimize any penalties to their benefit that could occur with employment. Currently there is a best-practice model working with Johns Hopkins All Children's Hospital and the local school district specific to individuals with disabilities in the age range of 18-22 only. Parc has worked with Project SEARCH in years past. It just knew it needed to implement a more encompassing program to address the needs of all adults with IDDs seeking prevocational training and employment opportunities without the age limitation. What Parc knew it needed to do, with 173 adults currently in its Adult Day Program (Training) which is a Level 3 Life Skills Development (LSD3) component per Medicaid Waiver standards, is to offer an expanded age entry criteria to work with adults with Intellectual and Developmental Disabilities (IDDs) who are 18 or older, starting with the Prevocational Training component, a Level 4 Life Skills Development (LSD4). To Parc's knowledge, there is not a program in Pinellas County offering this full continuum for the age range that Parc proposes and with a network of 25 or more interested and participating corporate employers already committed to the program. Parc partners with CareerSource Hillsborough-Pinellas, but it serves an entirely different population than who CareerSource serves in its Ticket to Work program. Parc's clients have a permanent disability and, for the most part, are not going to be able to transition away

from benefits entirely, while Ticket to Work at CareerSource wants individuals with disabilities to assure that they will taper off of benefits entirely. Ticket to Work can make referrals to Parc and vice versa, naturally as there is a very clean line for population criteria in both programs. To Parc's credit, by the numbers, the agency has 84 individuals currently employed through its Supported Employment program from 0-5 years, another 7 individuals at Parc have been employed for 6-10 years, 5 individuals have been employed for 11-15 years, 4 individuals have been employed from 16-20 years, 4 individuals have been employed from 21-25 years, and one individual has now been employed between 26-30 years.

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

☑ **Outcomes/Utilization/Success**

Outcomes-Utilization-Success Parc Qlarant Report.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 Parc Supported Employment Program expansion, as proposed, to add the Phase I Community-Based Prevocational Training (Life skills, financial literacy) will work with ServiceSource, (dba Abilities), as it has been for many years, to get the initial Social Security Benefit Planning Inquiry (BPQY) sent to be assessed and discussed with the client. Then, Parc will begin to coordinate with its 25-plus actively involved corporate partners (local Pinellas County businesses)—with the potential to join with Pinellas County Economic Development in addition to the Chamber of Commerce—to cultivate even more businesses to determine if prevocational career exploration opportunities such as volunteerism or internships exist and/or if they are willing to interview potential Competitive Integrated Employment applicants or accept applicants as part of a mobile work crew. Parc will also work with CareerSource Pinellas to avoid overlap, although not likely, given that Ticket to Work addresses an entirely different population than Parc. Parc clients are permanently disabled and they are unable to attest that they have a goal of getting off benefits. A letter from HCA Northside Hospital and CareerSource HP have been uploaded as one PDF to this application. The details of the individual partnerships are discussed in the letters. This is a mere sampling of the 40-year program's partnership development. Additionally, Parc knows that it takes a collaborative effort to wrap around the supports needed for persons with intellectual and developmental disabilities to not only enter the workforce, but to thrive in it, and, therefore, this agency has started, as of January 2024, along with the other lead partner Gulf Coast JFCS, its first CollaborativeLab, coordinated by St. Petersburg College on January 31, 2024 with the focus of Exploring Challenges and Solutions to Address The Complex Needs of Neurodiverse Adolescents and Adults. Included in this collaboration already is CARD-USF and many other local agency participants. Parc is also one of the agencies selected by United Way Suncoast to participate in a cohort to bolster its outcomes and reporting capacity that has resulted in this agency purchasing the Therap software in 2024 among other system upgrades. Other partners that Parc works with ongoing are the list of 24 employers that are largely supportive such as Mercury Medical, Publix, All Children's Hospital, ValPak, and many others. CareerSource and Parc will learn more about each other's programs, work together in the new Collaboration, as more invitations are made, and help ensure that education around Ticket to Work and Parc Supported Employment are made clear as to how they relate and how they differ so that both populations are served with benefits protected, as needed, and yet maximum independence is achieved.

Please upload Collaborative Letter

☑ **Collaborative Letter**

Collaborative Letters from HCA Northside Hospital & CareerSourceHP.pdf

D. Scope of Services

Completed by mewhite@parc-fl.org on 4/4/2025 2:23 PM

Case Id: 18961
Name: PARC, 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.
Once the two new Community Program Specialists are hired and onboarded, and once referrals to the program take place externally through CareerSource, Abilities, and through Parc's own Adult Day Program, clients will receive a Benefits Planning Query through Social Security, facilitated by ServiceSource for the first benefit analysis, and then returned to Parc. Clients will have an Individual Support Plan in place to match client skills and preferences for employment with employer needs and requirements. After two weeks of onboarding, including training, the two new Community Program Specialists will meet with clients referred who have gone through the initial benefit screening from ServiceSource (Abilities). Clients will put their Individual Support Plan in place with the help of the Parc Community Program Specialists. Parc will recruit employers, as needed, and work with 25 existing strong employers in partnership at present, to match client skills and preferences with employer needs and requirements. Individuals will now have the option of Community-Based Prevocational Training (Phase I) where they can participate in career exploration activities such as internships and volunteerism, while also attending life skills development and financial literacy classes, and receiving third-party benefit planning that will lead to a person-centered employment stability plan, and once in phase II, for employment placement, they will coordinate with their circle of support, including family, friends, their job coach (Community Program Specialist by title), and the employer to extend their goals for advancement in the position, advancement in pay, and ways to adjust to change in the workplace for optimum success. Data will be collected by the Community Program Specialists, entered by them, and stored and queried via the newly purchased Therap software. Employer communication on progress will be maintained and Individual Support Plans for each participant will be monitored.

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 in this $139,980 request to Social Action Human Services will be used to hire two Community Program Specialists (CPS) as part of the Parc Supported Employment Program with emphasis on persons with Intellectual and Developmental Disabilities (IDDs) who are 18 and older through an expansion component for Community-Based Prevocational Training (Phase I of Phase II). The personnel expenses in this request are $39,520 each for the two positions, and $20,632 for a .40 FTE of the Community Program Manager plus $25,366 in benefits for a total of $125,038 personnel expenses. In addition, operational expenses in this request total $14,942, and include $2,096 for purchasing another Therap software component, which allows for tracking client progress in real time and advance queries in client data as it relates to their employment, Employment Stability Plans, and other areas of benefit review barriers that may need to be addressed. The remaining operational expenses included in this request are fuel, maintenance, and insurance costs for four program vehicles, two used for program transportation and two for the CPS positions; certifications and trainings as well as tablet devices and accessories for the two CPS staff; and printing and recruitment expenses for

marketing the program to employers and job announcement postings. This request aligns with the priority of Health and Human Services for Disadvantaged Residents, specifically in the areas of workforce development, life skills training and support, and transportation for employment for persons with intellectual and development disabilities, who are often at great disadvantage in finding and maintaining meaningful employment. The clients served by Parc in this program need expanded prevocational services in Phase I of Supported Employment, and since Parc's client population have life-long disabilities that require more 1:1 coaching and preparation time to help assure success in community integrated (competitive employment) and where other local program workers are expected to phase out of government benefits after 180 days through the Ticket to Work Program by example, Parc's clients have a permanent disability and will not be able to transition out of some form of assistance, although staff assistance is expected to be lessened the longer a participant is enrolled. Initially and for some time to follow, a dedicated Community Program Specialist is needed to work by their side in the Phase I exploration for career and preparation for the workforce component portion and with follow-along support to give them the best advantage possible to achieve work stability once employed. The requested funding does not duplicate the other $225,172 provided by Vocational Rehabilitation, Medicaid Waiver, and State Employment Enhancement funding as this is not enough to add the two new positions or cover the full cost of the allocated program manager's salary to coordinate all of Supported Employment at Parc along with supplies and other direct operational expenses for a total program budget of $365,152, and the Pinellas County Human Services Social Action request of $139,980. The detail budget along with the Program Support Narrative and details as to what areas are supported or not by the existing funders is attached to this application. All requests for funding, including each line item, directly related to Healthcare and Human Services for Disadvantaged Residents priority in that all of Parc clients in Supported Employment are disadvantaged residents, but they are also uniquely able and excited at the prospect to learn how to reach their full potential, gain skills, and be actively participating in society and the workforce.

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.

Thirty individuals with IDDs will be added to the Phase I Community-Based Prevocational Training at Parc Center for Disabilities and participate in a Benefits Planning Query in the first 2-4 weeks of program entry. A total of 120 adults will be referred from Parc's Adult Community Programs, Abilities, or CareerSource HP to the new Phase I Community-Based Prevocational Training at Parc and participate specifically in a financial literacy component. Parc will solidify already started conversations with local banking institutions to supply curriculum, some already geared to assist persons with disabilities to understand and participate in money management for added independence. This activity will be ongoing for the full 12-months of the proposed expanded (Phase I predominately) period of Supported Employment. A review of the Individual Support Plan related to career exploration and employment will be established within the first four weeks of program entry. At a minimum, quarterly reviews of these plans will take place between the program participants and the Community Program Specialist in 1:1 meetings to determine if the client participants are where they want to be and/or any changes to their activities that may need to be made. Besides working on benefit assessment and planning to establish some saving opportunities (incentives) when thinking about work and participating in financial literacy, Parc will encourage participants to look at volunteerism and internships in the immediate future as a means of career exploration. Work to connect firmly committed employers with applicants at Parc for career exploration or Competitive Integrated Employment (CIE), or mobile work crews will take place ongoing throughout the 12-month program period, as will the recruitment of new employer parts to add the 27 that are active now. With a 12-month period, of the 30 individuals that participate in Community-based Prevocational Training (Phase I) it will be an ongoing activity to match 85 percent with employment during this period through a mobile work crew or via CIE. Of these 30 referred for employment from Phase I (prevocational activities) to Phase II (employment placement), staff will work to provide upskill training ongoing as a 1:1 activity typically at intervals that apply to the individual participant's needs and as specified in their Individual Support Plan from the Community Program Specialist's observational notes and as requested and reported by the client. At the end of a participant's engagement, and during the 12-month period, knowing not all participants will be enrolled at the same time once the program launches on 10/1/2025, Parc will monitor its ability to

facility client savings through work incentives, benefit analysis that equates to incentives and potential for earned income, and will report on what each individual participant is able to save with the one-year expansion grant period.

D.4. What is the target population and eligibility criteria for the program?
The target population for this program is adults with intellectual and developmental disabilities (IDDs), who are age 18 and older who desire to explore employment or career options in the community and build prevocational skills and/or to seek employment and who live in Pinellas County.

D.5. Provide the geographic service area(s) and hours and days for the program during contract period.
The geographic service area is Pinellas County. The Parc campus is open Monday – Friday from 8:00 a.m. – 5:00 p.m. The Supported Employment Program maintains and offers services outside of that scope of time, with some flexibility, dependent upon the participants' work schedules with one of the 25 or more local employers collaborating in the Supported Employment Program. The time of the program includes flexibility and coordination with Parc's Transportation Department for clients and/or staff to access this service through one of Parc's fleet vehicles. Community Program Specialists who are assisting in recruiting employers, monitoring employment, and supporting clients with on-the-job follow-along know that the access times and adherence to Parc's Transportation Department protocols are essential to their client's and the program's success.

D.6. Describe the program staff, including qualifications, expertise, and credentials, if required.
Program staff will be hired using the requirements outlined in the job description attached with a specification for a Bachelor's degree in a related field (Social Services, Human Services, Business) and one-year experience, as preferred. A minimum of four (4) years of professional work experience in the field of disabilities may substitute for the educational requirement, with full Parc training, Agency for Persons with Disabilities (APD) training, transportation training, and other onboarding as described. Existing Parc staff including Maylin Kuri, Community Supports (Supported Employment) Program Manager, with more than 20 (a total of 24) years working at Parc and the Brian Rothey, AVP of Adult Community Programs with 15 years in the field, including five years working directly with the Agency for Persons with Disabilities (APD). Mr. Rothey is also a Certified State Trainer in Best Practices in Supported Employment, Introduction to Social Security Work Incentives, and Supported Living Pre-Service training course and will be supervising all activities in this proposed Supported Employment Program expansion at Parc as described. Job descriptions for the Community Support Specialists have been attached to the application.

E. Program Outcomes and Goals

Completed by mewhite@parc-fl.org on 4/4/2025 2:23 PM

Case Id: 18961
Name: PARC, 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 Parc.docx

E.2. What information will be collected to demonstrate program success?
Our Community Program Specialists will create an Individual Support Plan (ISP) Program within Parc's electronic database system (Therap), purchased in 2024, with a new component for tracking written into this expanded proposed budget, identifying and capturing goals, targets, and outcomes that are being addressed. Upon completion of each 1:1 visit, the Community Program Specialist will enter in their service delivery notes and notate the participant's progress towards their identified outcomes. Management has the ability to pull reports in real time, to view milestones and benchmarks. Parc will follow its Pinellas County Human Services Program Outcomes and Goals Template as designed for the Supported Employment Program with the expansion components that emphasis Phase I Community-Based Prevocational Training and then a lead-in to Phase II for Supported Employment that addresses placement and follow-along for mobile work crews and Competitive Integrated Employment (CIE). The information to be collected is what is stated in the "Evaluation" column of the Outcomes and Goals table and includes: Social Security Work Incentive Plan details, benefit analysis summaries from ServiceSource (Abilities), Therap reporting of all client notes and progress toward their Individual Support Plan (ISP) goals for work exploration and work, pre- and post-tests for financial literacy, 1:1 coaching in financial literacy, and other life skills notes to the file (entered in Therap software database), employer records, self-report, and first-hand notations from Parc Community Program Specialist follow-along observations in the workforce with Supported Employment clients, paystubs, and additional workforce detail entered into and generated by Therap software.

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)
Parc Center for Disabilities utilizes a comprehensive Electronic Database System (EDS), known as Therap. Therap is the national leader in the industry and can be found across all 50 states and internationally. Upon enrollment and intake into Parc's Supported Employment Program, our Community Program Specialists will develop an Individual Support

Plan (ISP) Program within Parc's electronic database system (Therap), identifying and capturing data related to specific targets and goals that are being addressed. After completion of each 1:1 visit, the employment consultant will document their service delivery notes in the Therap ISP Program and notate the participant's progress or lack thereof towards their identified outcomes. Community Program Specialists will compile their documentation on a quarterly basis and complete a quarterly report every 3 months. On the 9th month of employment services, the employment coaches will write an annual report, which will identify targets and goals that have been achieved, as well as any goals or targets that are still being worked towards. Therap has been in existence since 2003, and has made it their mission to enhance the lives of individuals supported by service organizations by providing agencies, like Parc, the tools they need to focus on meaningful outcomes for the people they serve. Therap's electronic record and associated functionality is built on decades of experience as state employees, service providers, managers, and administrators who understand both the challenges and rewards of quality service provision. As a result, Therap has a dedication to creating efficiencies, streamlining processes, securely connecting people and exchanging information, and integrating all aspects of service delivery – all while maintaining a focus on individuals, families, and the professionals who support them. In addition to Therap's experience in service provision, this developer and support service provider also understands the necessity of a dynamic platform that has both the adaptability and dependability to meet the ever-evolving needs of providers and government entities. Therap's robust development and operations teams possess decades of experience in IT security and development, and that expertise is reflected in a system that is both comprehensive and flexible while also supported by a world-class security infrastructure that exemplifies its perpetual commitment to data integrity and security. It's this dedication that has led Therap to becoming the national leader in the industry.

F. Budget

Completed by mewhite@parc-fl.org on 4/4/2025 2:24 PM

Case Id: 18961
Name: PARC, 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.
$28,124,402.00

F.2. Total Program budget. Amount currently allocated to fund the program with the requested Social Action Funding.
$365,152.00

F.3. Total Pinellas County Social Action Funding request.
$139,980.00

F.4. What percentage of the program budget will be funded with Pinellas County Social Action Funding?
38.33%

F.5. What other funders also financially support this program? To include the amount of funding and what those funds are used for.
Vocational Rehabilitation (VR-FPS): $76,450.00 This funding represents the training applied in the SE program. Each participant is provided an approved plan and funding is based on achieving established milestones. Included is job coaching, training, and systematic instruction providing skills training and job readiness support. Medicaid Waiver Supported Employment: $78,739.00 Med Waiver is a subset of Medicaid and is utilized to establish an individual's skills and interests, and determine if the individual is ready to find employment. State Employment Enhancement: $26,895.00 This is the Employer Engagement Program through APD. It is a program that provides opportunities for employment. Production Revenue: $43,088.00 From Bausch and Lomb for mobile work crews.

F.6. What other Pinellas County funding does the organization receive for any and all programs?
Pinellas County Community Development Block Grant (CDBG) funding received by Parc: • 2019/20 Burkett Villa Group Home - Facility Rehabilitation: $112,685.00 • 2019/20 Curry Villa Group Home - Facility Rehabilitation: $249,245.00 • 2020/21 Burkett Villa Group Home – Energy Efficient Upgrades: $74,849.00 • 2020/21 Curry Villa Group Home – Energy Efficient Upgrades: $47,875.00 • 2021/22 Bert Muller ICF - Bathroom Renovation: $328,470.00 • 2022/23 Bert Muller ICF - Bathroom Renovation II: $300,501.80 • 2023/24 Bert Muller ICF - Addressable Fire Alarm System: $74,319.90 • 2023/24 Bert Muller ICF - Bathroom Renovation III: $343,327.50 • 2024/25 Bert Muller ICF - Bathroom Renovation IV: $352,665.50 • 2024/25 Burkett Villa Group Home – Generator: $88,791.00 • 2024/25 Curry Villa Group Home – Generator: $105,630.00

F.7. Describe the organizations plan for financial and program sustainability beyond fiscal year 2026.
Program sustainability will be furthered starting mid-way through the 2025-26 fiscal year. By this, Parc is committed to bolstering its grant development activity, as it has relied on a diversified revenue strategy for years and understands the importance of a healthy balance between donor support; events; corporate giving; local, state, and federal government funding; and local, state, and national foundations. This program has relied on government funding and reimbursement

rates at a level that has not permitted it to add the expansion piece in the past. Currently, Parc is over the half-way point of a $10 million capital campaign for its Discovery Learning Center (facility) for children's education in Pinellas County. Whenever there is a capital campaign, and one with only $3 million remaining to raise in the campaign, the agency runs the risk, in the short term, of some donor fatigue. Yet, by the end of the FY2026 and at the half-way mark, there will be time to reapproach donors who have had some time in between some significant giving toward the capital project. Parc hopes that through added cultivation of employers, with 27 firmly committed currently, it will give rise to more production revenue which goes directly to the clients (if it is a mobile work crew) and some added funding is reserved for overhead. But, most importantly, through the addition of the proposed Community-Based Prevocational Training component that moves Parc up to an LSD4 through Medicaid Waiver, this agency will get reimbursed for additional services with new career-related milestones that prepare them for Competitive Integrated Employment (CIE) which will add more revenue to the program since Medicaid Waiver works on client advancements by category. Parc acknowledges that even with three government funding streams (state government) this program is still not fully funded. The agency conducted a thorough and strategic grant development research exercise with implementation steps as of 2024. This ability to be proactive with respect to grant seeking and increasing the grant-related funding portfolio at Parc is part of the sustainability plan for the Supported Employment Program continuation beyond the Social Action proposed funding.

F.8. Please download and complete the Annual Budget form.

☑ **Annual Budget Narrative *Required**

Annual Budget Parc 4.2.2025 Final.xlsx

G. Required Documents

Completed by mewhite@parc-fl.org on 4/4/2025 2:25 PM

Case Id: 18961
Name: PARC, 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 Parc.pdf

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

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

☑ **Current Certificate of Insurance Save as Insurance Agency Name *Required**
Insurance Parc.pdf

☑ **Completed Internal Control Checklist Save as Internal Control Checklist Agency name *Required**
Internal Control Checklist Parc.pdf

☑ **Annual Budget Report Save as Annual Budget Agency name *Required**

Annual Budget Parc 4.2.2025 Final.xlsx

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

Outcomes and Goals Parc.docx

☑ **Current state licenses or registrations**

Registration Fla Dept of Ag Solicitation of Contributions Parc.pdf

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

Org Chart Parc.pdf

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

Job Descriptions Parc.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 Parc.pdf

☑ **HS E-Verify Affidavit Save as Everify Agency name *Required**

E Verify Parc.pdf

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

Board Members Parc.pdf

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

***No files uploaded*

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

Human Trafficking Parc.pdf

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

Travel Policy Parc.pdf

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

Conflict of Interest Parc.pdf

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

Program Policy and Procedures Parc.pdf

Submit

Completed by mewhite@parc-fl.org on 4/4/2025 2:25 PM

Case Id: 18961
Name: PARC, 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
Marion E. White
Electronically signed by mewhite@parc-fl.org on 4/4/2025 2:25 PM

Date Submitted
04/14/2025

Program Description

Completed by tess.benham@gcjfcs.org on 3/17/2025 3:26 PM

Case Id: 18963
Name: Gulf Coast Jewish Family and Community
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 tess.benham@gcjfcs.org on 3/17/2025 3:27 PM

Case Id: 18963
Name: Gulf Coast Jewish Family and Community
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 bob.lowery@gcjfcs.org on 4/4/2025 3:36 PM

Case Id: 18963
Name: Gulf Coast Jewish Family and Community
Address: *No Address Assigned

A. Agency Information

Please provide the following information.

LEGAL AGENCY INFORMATION (FOR CONTRACT)

A.1. Legal Organization Name
Gulf Coast Jewish Family and Community Services, Inc.

A.2. DBA (if applicable)
Gulf Coast JFCS

A.3. Legal Address
14041 Icot Boulevard Clearwater, FL 33760

PROJECT INFORMATION

A.4. Program Name/Project Title
Pinellas County Social Action

A.5. Summary - provide a brief summary of program and how funding would be utilized.
Funding from the Pinellas County Social Action Fund will allow the William and Sally Israel Food Pantry to provide non-perishable food for recently resettled refugees in Pinellas County. The pantry will purchase a supply of culturally appropriate (kosher and Halal) non-perishable staple foods; however, the majority of the purchases will be perishable items from community specialty grocers serving immigrant populations.

A.6. Physical Program Address
14041 Icot Boulevard Clearwater, FL 33760

A.7. Program Manager First Name
Gail

A.8. Program Manager Last Name
Allen

A.9. Program Manager Title
Jewish Family Services Program Manager

APPLICATION CONTACT INFORMATION

A.19. First Name
Tess

A.20. Last Name
Benham

A.21. Contact Person/Title
Grant Manager

A.22. Contact Email
tess.benham@gcjfcs.org

A.23. Telephone
7274707435

A.24. Executive Officer with signing authority First Name
Sandra

A.25. Executive Officer with signing authority Last Name
Braham

A.26. Executive Officer Title
President and CEO

A.27. Executive Officer Email
sandra.braham@gcjfcs.org

A.28. Executive Officer Phone Number
(727) 479-1800

A.10. Program Manager Email
gail.allen@gcjfcs.org

A.11. Program Manager Phone Number
(727) 430-5817

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
$96,483.00

A.15. Taxpayer/Employer ID
59-1229354

A.16. Unique Entity Identifier (UEI- Federal SAM.GOV Number, if registered
C8Q3FR2KA2K8

A.17. Date of incorporation in Florida
07/02/1974

A.18. Date of 501(c)(3) Status
05/15/1975

B. Organization Profile

Completed by bob.lowery@gcjfcs.org on 4/4/2025 3:37 PM

Case Id: 18963
Name: Gulf Coast Jewish Family and Community
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 1960, Gulf Coast Jewish Family and Community Services, Inc. (Gulf Coast JFCS) has been uplifting lives for thousands of needy Pinellas residents. While inspired by Jewish values, we are a non-religious human services agency whose mission is to protect the vulnerable, empower individuals, and strengthen families. What distinguishes Gulf Coast JFCS from other human service agencies is the diversity of programming, emphasis on client-centered, trauma-informed care, and decades of positive community impact. Today's complex lives bring equally complex challenges. Our compassionate professionals and extensive network of programs, resources, and partners work together to identify and innovate solutions to address unmet community needs. By convening people, ideas, and resources, Gulf Coast JFCS bridges critical gaps in services for people of all ages, faiths, cultures, and identities and proudly assists many high-need, at-risk, or under-resourced populations. Gulf Coast JFCS addresses human suffering across a broad spectrum of the population, from babies to seniors. Gulf Coast JFCS assists thousands of Pinellas clients experiencing food insecurity through the William and Sally Israel Food Pantry. In FY24, we served more than 2,835 individuals with grocery store gift cards, non-perishable food items, household goods, and school supplies. In addition to non-perishable food and supplies, we have assisted 1,436 individuals through grocery store gift cards, purchasing perishable food items and culturally appropriate foods, such as halal and kosher meats and foods. Additional direct food assistance is also provided through many of our programs, such as our Integrated Refugee Services, which helps individuals who have fled persecution resettle in Pinellas County. For example, upon arrival, refugee program staff stock the newcomer's home with household items, basic furnishings, and their refrigerator and pantry with food. Food assistance continues to be provided to each refugee and their household until they can become self-sufficient. In FY 24, the refugee program has assisted more than 1,650 individuals, with an estimated 500 individuals in the resettlement program where we have the most urgent need. On average, we assist approximately 100 households for approximately 60 to 90 days.

B.2. Describe your board membership and how the board is reflective of the target population.
Because Gulf Coast JFCS serves a racially, culturally, and economically diverse region, it is important that our board of directors, leaders, and staff also reflect our diverse community and client population. Gulf Coast JFCS actively ensures the Board of Directors reflects the communities served. The board includes an equitable gender diversity mix and represents persons of color. Members of the Board of Directors are 13% Black, 4% Asian, and 83% White. 35% identify as female and 65% as male. 4% identify as LGTBQ+. Additionally, the Board intentionally seeks nominations to fill skills gaps and build more racial diversity and diversity by geographic region. Our volunteer Board of Directors comprises 23 individuals who govern Gulf Coast JFCS. They bring business, law, healthcare, software, and nonprofit management expertise. The Board's standing committees assist the Board at large in fulfilling oversight responsibilities and supporting strategic goals. These committees include Audit, Finance, Development, Policy, Strategic Planning, and Trustee. Gulf Coast JFCS also maintains four advisory councils governed by the Board of Directors. The councils help guide operations and ensure a diversity of perspectives for Jewish Family Services, Holocaust Survivor Program, Heart Gallery Program, and Refugee Services. The President/CEO and Board of Directors provide the direction for the Agency's financial plan, prepared by the CFO. The Financial Plan is revised annually to provide a framework from which the Agency can effectively meet its financial needs and ensure long-term financial stability. 100% of the board makes philanthropic

contributions to the agency and, in conjunction with the agency's development team, assists in fundraising efforts on behalf of the agency. The Leadership Team coordinates reviewing and approving new, revised, and repealed agency policies. Before distribution and implementation, the Gulf Coast JFCS Board approves all agency policies.

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

Gulf Coast Jewish Family and Community Services, a non-profit agency, has served Pinellas County for over 50 years. Since our inception, the agency has had a pantry supplying non-perishable foods to assist clients. In FY24, the food pantry assisted 2,835 individuals with 2,100 grocery gift cards to purchase perishable foods, 1,436 individuals with non-perishable food, and 1,274 individuals with other goods (school supplies, hygiene products, incontinence, and other products.) Over 6,400 pounds of non-perishable food items have been donated and distributed to more than 2,800 persons. In the 1990s, Gulf Coast JFCS began resettling refugees from the Former Soviet Union, and in 2010, it began offering resettlement services for all refugees. Through our Integrated Refugee Services, case managers assist refugees, asylees, and Cuban/Haitian entrants with housing, employment, trauma-informed care, and other needs to become economically self-sufficient and successfully rebuild their lives in Florida. Due to war, political upheaval, and armed conflicts such as those in Ukraine, Israel, Afghanistan, and North Africa, the State of Florida saw an unprecedented number of refugees in the last fiscal year, when over 199,481 Newcomers arrived. As a result, the number of clients our integrated refugee services served tenfold, from less than 200 in FY21 to more than 2,300 in the first three-quarters of FY24.

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

Gulf Coast JFCS utilizes its New/Expanded Program checklist when implementing new programs. The New/Expanded Program process commences with the writing of the funding application. The assigned grant writer convenes select representatives of agency departments such as finance, quality improvement, information technology, facilities, and representatives of the program area, including the designated Leadership Team member who oversees this department or program area. Based upon the outcome of these discussions, a proposal is written and submitted to the funder, and a New/Expanded Program checklist is opened. In some instances, approval of the Board Strategic Planning Committee and Board of Directors is required before application submission. The grant writer coordinates with the program team to complete the board's new program planning forms and with the executive leadership to document the Board's approval. Upon acceptance of the funding award, the leadership team member overseeing the proposed program will convene a program implementation team with the assigned program manager. The program implementation team comprises representatives from across the agency and includes human resources, facilities, risk management, quality improvement, contracts, finance, marketing, and the grants department. The program manager will re-open the New/Expanded Program checklist in Monday.com and lead the program implementation meetings in completing tasks identified on the checklist. The program implementation team will meet weekly or bi-weekly until all tasks on the checklist are completed. Checklist tasks include but are not limited to updating and approving job descriptions, completing the staff requisition requests, assigning program office space, assigning revenue and cost centers, setting up invoice processes, developing program policy and procedures that adhere to funder guidelines, working with information technology to get estimates/quotes, purchase computer equipment, and establish program data and reporting needs, working with marketing to write program descriptions, website description, marketing plan and develop and order marketing materials/business cards, etc.

C. Community Needs

Completed by bob.lowery@gcjfcs.org on 4/4/2025 3:37 PM

Case Id: 18963
Name: Gulf Coast Jewish Family and Community
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 will address food insecurity among recently arrived refugees seeking safety from persecution in the U.S. Due to war, political upheaval, and armed conflicts such as in Ukraine, Afghanistan, and North Africa, the State of Florida has seen an unprecedented number of refugees in the last fiscal year, where over 199,481 Newcomers arrived. In FY22, more than 1,906 individuals resettled in Pinellas County. Pinellas newcomers' top countries of origin include Cuba, Ukraine, and Afghanistan. Many were forced to flee to save their lives, losing their homes, families, and careers. As a result, the number of clients served by our integrated refugee services increased tenfold from less than 200 in FY21, and we expect to serve nearly 2,000 individuals in FY25. This increase in the target population to be served, the area's high cost of housing, and the higher inflation rate for our community have increased food insecurity among refugee newcomers. Annual rents and utilities continue to grow in the Tampa region, rising more than 66% from 2012 to 2022. With the Tampa-St, our region continues to lead the U.S. with inflation spikes. Petersburg-Clearwater region experienced annual inflation rates of 9.6 % in 2022, 5.9% in 2023, and 3.9% in January 2024. The January 2024 rate showed a food index rate of 4.1%, reflecting the increased prices of food items were offset by a 6.3% decrease in gas prices.

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.
Per Feeding America and Feeding Pinellas, in 2021, the food insecurity rate for Pinellas County was 10.6%, with a food-insecure population of 102,100 people. Immigrants tend to be at higher risk for food insecurity in Florida than U.S. Citizens. This is especially troubling as 1 in 5 Floridians are foreign-born. In Pinellas County, approximately 12% of residents were born outside the U.S. Food insecurity has increased with the adoption of a new MyAccess platform in December 2023, which is causing delays in SNAP benefits. Further, nationwide, numerous individuals have experienced delays in processing SNAP benefits, often forced to wait months for benefits to start. Only 66% of Florida SNAP applications and payments are made within 30 days, as federal law stipulates. Refugee newcomers experience delays more frequently than U.S. citizens for several reasons. As most newcomers are unfamiliar with U.S. benefit systems, the language, and customs, many encounter barriers in the application process for SNAP. Although refugee case managers assist clients in applying for initial benefits online, the second step in the Florida SNAP benefit process is an unscheduled interview call to the client to finalize enrollment. Due to language issues, clients may hang up, not understand the purpose of the call, or get disconnected while waiting for interpretation assistance, resulting in their application for assistance being closed. Refugee case managers will intervene to advocate on behalf of the client to re-open the case and request an in-person interview for the client. However, in some instances, cases could not be re-opened, and the client had to restart the application process, resulting in significant delays in accessing benefits. On average, it takes newcomers more than 60 days to receive SNAP payments. Gulf Coast JFCS Integrated Refugee Services and our Food Pantry struggles to address food insecurity among newcomers and address this service gap. The cost of purchasing culturally appropriate Halal and Kosher foods continues to be the greatest challenge for the Food Pantry.

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?
Although numerous food banks and distribution sites exist in the community, few distribution sites offer or regularly provide culturally appropriate halal or kosher food items. This program will specifically offer culturally appropriate halal or kosher items, usually meats and dairy products, to approximately 1,200 underserved refugee newcomers. This program is not a replacement for the existing food banks and distribution programs but a supplement to address items that cannot be provided through existing community services. In the proposed program, 25+ families (about 80-100 individuals) would receive food assistance monthly, reducing the number of refugees struggling with food insecurity. The individuals and numbers served vary as the program gets 10-15 new arrivals monthly. For most clients, the need for food assistance decreases upon the start of SNAP benefits. However, like other Pinellas families, an unexpected household expense frequently upsets households and increases food insecurity.

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

☑ **Outcomes/Utilization/Success**
FY25 GCJFCS Quarterly Narrative and Goals Q1 January 30 2025-1.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.
Gulf Coast JFCS works with many local food pantries, sometimes delivering items to us when they have an overage. We also make referrals based on current client needs and capacity. We receive many yearly donations thanks to the donation drives hosted by various churches, synagogues, and organizations like the St. Petersburg Free Clinic and the Jewish Genealogical Society. Our JFS Program Manager, Gail Allen, has been an active Tampa Bay Network to End Hunger member for years, previously serving on the Garden to Go subcommittee. Elke Cumming, Gulf Coast JFCS's Vice-President of Programs and Administration, Abdel Dana Roca, Director or Refugee Case Management, and Sylvia Acevedo, Sr. Director of Refugee Wellness Programs, have conducted extensive outreach with area churches, temples, and houses of worship and within the Refugee communities in our region to raise program support and sponsorship of refugee families. For example, we are working with the Church of Jesus Christ of the Latter Days Saints to secure in-kind food donations from their processing facility in Hillsborough County to assist our refugee clients. During quarterly refugee advisory committee meetings, the agency discusses issues impacting refugee newcomers with other community resettlement agencies, community leaders, and state officials, such as the DCF State Refugee Coordinator and the FL Department of Health State Refugee Health Coordinator. These meetings include discussing the ongoing challenges with SNAP registration for recent arrivals.

Please upload Collaborative Letter

☐ **Collaborative Letter**
***No files uploaded*

D. Scope of Services

Completed by bob.lowery@gcjfcs.org on 4/4/2025 3:37 PM

Case Id: 18963
Name: Gulf Coast Jewish Family and Community
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.
Gulf Coast JFCS William and Sally Israel food pantry will purchase culturally appropriate, primarily perishable meats, dairy, etc., for recently resettled refugees in Pinellas County. A supply of culturally appropriate (kosher and Halal) non-perishable staple foods will be purchased for the food pantry; however, the majority of the purchases will be perishable items from community specialty grocers serving immigrant populations. Gulf Coast JFCS has arrangements with several specialty grocers willing to re-package bulk orders based on household size and deliver the re-packaged foods to each participating individual or household. A refugee case aide will be assigned to work with food pantry staff to coordinate monthly purchases and bi-weekly food deliveries and track grocery order fulfillment. The refugee case aide will also educate participating refugee clients on accessing community food resources and food distribution sites and transporting clients to SNAP appointments and food distribution sites. Clients will be eligible for food distribution during the initial resettlement period or if an individual or family experiences a short-term need for food assistance and requires culturally appropriate food items.

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?
Gulf Coast JFCS' Refugee Services programs are adjusting to the rapidly diminishing federal systems that support refugees in our country. Elimination of funding in January 2025 for new arrivals within their first 90 days of resettlement created cascading impacts through all the programs with reallocation of staff and funding to develop a safety net for new arrivals while providing ongoing support to refugees already in our service. This requested funding will help fill the loss of federal funds to meet the most basic nutritional needs of refugees in our community. The Case Aide will take on expanded duties to accelerate clients' self-efficacy and self-sufficiency in accessing local food resources and, navigation of systems that they are eligible for, to meet basic needs while they attain employment. Funding will be used to: • purchase bulk orders of culturally appropriate foods twice each month, approximately $4,000 per month; • pay for salaries, benefits, and payroll processing charges for a full-time refugee case aide to coordinate food deliveries, educate refugee clients on accessing community food distribution programs, transport clients to food distribution sites, SNAP appointments, etc. • transportation costs, including staff mileage, approximately 500 miles per month; specialty store delivery charges, roughly $10 per delivery x 50 deliveries per month.

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 service units are individuals/households served and the number of pounds of food per week. The program will track the dollar amount of food purchased, the number of pounds of food distributed, the number of distributions, and the number of individuals/households members and households receiving food assistance.

D.4. What is the target population and eligibility criteria for the program?
The William and Sally Israel Food Pantry at Gulf Coast JFCS provides non-perishable food, grocery gift cards, household goods, and school supplies and is available to Gulf Coast JFCS clients and residents of Pinellas County. There is no waiting list as we never turn anyone needing food away. The vast majority of those we serve are low-income individuals at risk of food insecurity, including seniors, refugees, and children. However, we have seen an increasing need across many other demographics with the current inflation in housing and food. The Food Pantry provides emergency food assistance through non-perishable goods, gift cards for perishable items, purchases of culturally appropriate foods, and ongoing access to other essential goods like household supplies and hygiene items that assist our clients in achieving self-sufficiency. During the pandemic and the current economic conditions, providing grocery gift cards has been a vital resource, allowing our clients to supplement the food they receive at various food distribution sites through SNAP benefits and to cover the increased cost of food. The target population for this request is refugees and their families resettling in Pinellas County, Florida. This assistance addresses refugees and their families by providing essential household goods and food upon arrival to set up their household. Program case managers assist refugees by providing cultural orientation, obtaining housing, securing employment, and linkage, including ongoing rental assistance, securing culturally appropriate foods, and other assistance until the refugee achieves employment and self-sufficiency. Due to the shortage of affordable housing, recent refugees have struggled to gain self-sufficiency and remain at risk of food insecurity. One challenge unique to the refugee population is the high cost of culturally appropriate foods, such as halal or kosher items. Often, these foods are only available through specialty food and non-traditional grocery stores; with the proposed request for Social Action funding, the refugee program proposes to make bulk purchases from these stores and distribute the goods to refugee households. We also assist with transportation to help families access food pantries and food distribution sites near their residences and acquire culturally appropriate foods and staple items for their households. Refugees are eligible for food stamps and Temporary Assistance for Needy Families programs; however, due to staffing shortages and a switch to a new software platform, the Florida Department of Children and Families has a significant backlog in processing enrollment for these programs. Many applicants face long delays in getting approval and starting these critical food assistance benefits. Additionally, language barriers increase the difficulties faced by refugee clients. Refugee clients frequently have their cases closed prematurely, rescheduling the initial interviews, or cases being deleted and requiring the applicant to begin the application process again. Family size is another challenge. Many refugees arrive with larger, multi-generational families, often comprised of seven or more individuals. With the high cost of housing, especially for large households, food insecurity is an ongoing challenge for these families. Social Action funding would assist in our efforts to provide supplemental food assistance to these families.

D.5. Provide the geographic service area(s) and hours and days for the program during contract period.
The geographic service area is Pinellas County. The William and Sally Israel Food Pantry is at our Pinellas Office – 14041 Icot Boulevard, Clearwater, FL 33760. The Food Pantry is open and accessible to clients during regular business hours, Monday to Friday, 8:00 AM to 4:00 PM. However, case managers have access to the pantry outside of these hours. Grocery gift cards can be mailed to clients directly or to our various programs for distribution. When funds are available, the food pantry also makes and helps distribute bulk orders of culturally appropriate foods for programs such as the Refugee or Holocaust programs. The Refugee program maintains offices at our Pinellas headquarters at 14041 Icot Blvd in Clearwater and at the Refugee program office at 7901 4th St. N. in St. Petersburg. It is open Monday – Friday from 8:00 am to 5 pm. Refugee staff typically work in the field across the Tampa Bay region and coordinate food delivery with the Director of Refugee Integration Services, who is housed at our offices in St. Petersburg. The Director of Refugee Integration Services is the central person who coordinates food requests and delivery with staff and volunteers. He also supervises the Refugee Case Aide, who will assist with food distribution.

D.6. Describe the program staff, including qualifications, expertise, and credentials, if required.
The Food Pantry is overseen by Gail Allen, Program Manager of Jewish Family Services (JFS). As the JFS Program

Manager, Ms. Allen directs food pantry operations and supervises food pantry staff and volunteers. The JFS Program Manager has a bachelor's degree in social work, counseling, or a related field; a valid driver's license; experience in community services, working with families or the elderly; and cross-cultural expertise; knowledge of Jewish culture and customs and community organizations and resources. Abdel Dana Roca, the Director of Refugee Case Management, oversees Integrated Refugee Resettlement Programs. In this role, he oversees the Refugee Integration Manager, North Port, Refugee Integration Manager, Clearwater, Refugee Social Integration Manager, Refugee Social Integration and Resources Manager, Refugee Match Grant Manager. The position requires a bachelor's degree in social work, counseling, or related field, a valid driver's license, experience in community services, working with families, and cross-cultural experience. Refugee Case Aide is a non-exempt position that supports Refugee Case Managers, Program Managers, and Program Directors. The position requires a bachelor's degree in social work, Psychology, Education, or a related field preferred, a valid driver's license, and considerable knowledge of community organizations and resources.

E. Program Outcomes and Goals

Completed by bob.lowery@gcjfcs.org on 4/4/2025 3:37 PM

Case Id: 18963
Name: Gulf Coast Jewish Family and Community
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 - Gulf Coast JFCS.pdf

E.2. What information will be collected to demonstrate program success?
The program will collect the following data: • Number of clients served • Number of households served • Client demographic information, age, gender, race, ethnicity, country of origin, languages spoken, etc. • Number clients assisted in accessing SNAP • Client enrollment in SNAP within 5 days of arrival • Date client approved for SNAP benefits • Number of days it takes for SNAP approval from initial enrollment

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)
Once an intake has been conducted, client information is entered into Avatar, the agency's electronic health records database, and the client's file is assigned a random case number. Case notes are entered daily for each client contact. A spreadsheet will be used to track and log the food assistance provided. When available, bulk purchases of food are distributed twice a month. Clients will sign an acknowledgment when direct assistance is provided, such as food, housing, gift cards, or other financial assistance. A case note will be entered into Avatar to document the assistance provided. Each time a client is referred for services to an outside agency, staff obtains permission from the client through a "release of information" form. Each release is specific to one agency and is updated annually. Except for mandated reporting, such as in suspected cases of abuse, neglect, or exploitation of children, the elderly, or disabled adults, staff may not disclose information without a signed release from the client or legal guardian.

F. Budget

Completed by bob.lowery@gcjfcs.org on 4/4/2025 3:36 PM

Case Id: 18963
Name: Gulf Coast Jewish Family and Community
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.
$60,573,862.00

F.2. Total Program budget. Amount currently allocated to fund the program with the requested Social Action Funding.
$418,637.00

F.3. Total Pinellas County Social Action Funding request.
$96,483.00

F.4. What percentage of the program budget will be funded with Pinellas County Social Action Funding?
23.00%

F.5. What other funders also financially support this program? To include the amount of funding and what those funds are used for.
Department of Justice, $100,000, supports two case manager positions. Jewish Federation of Floria's Gulf Coast, $165,000, supports gap funding for Holocaust case management and financial assistance we provide clients through Koved and Gelbart Housing. Tampa Bay Network to End Hunger, $16,003, Funding from the Emergency Food and Shelter Program to purchase food ($8183 Pinellas). Fundraising/Donation, $191,167, various fundraising campaigns, events, and donations. In-Kind, $45,000, In-kind donations of food.

F.6. What other Pinellas County funding does the organization receive for any and all programs?
Substance Abuse Advisory Board (SAAB), supports the Quick Response Team, $8,000. ARPA Funds (through Pinellas Community Foundation), supports the Icot Building Renovation, $486,681.

F.7. Describe the organizations plan for financial and program sustainability beyond fiscal year 2026.
The long-term sustainability of the Gulf Coast JFCS agency and programs is a high priority. Developing staff and the board's ability to fundraise is critical when diversifying revenues. Funding strategies include building relationships with other foundations, cultivating support from corporate sponsors and individual donors, increasing revenues from special events, refining the annual appeal process, and exploring income generation such as VOICES, an interpretation service. Gulf Coast JFCS is well-respected throughout its Florida services and has developed strong working relationships in local communities. These relationships grow into collaborative efforts to maximize impact while minimizing costs. Gulf Coast JFCS has prioritized efforts to apply for and seek funding to address food insecurity. With the region's high cost of housing, the agency's ability to address food insecurity allows individuals and families to re-prioritize household funds to address their rent or mortgage, utilities, or other critical household needs. The requested funds will supplement existing efforts to address the delays experienced by refugees in accessing the SNAP program. The agency has a loyal and committed individual donor base that provides resources to ensure that Gulf Coast JFCS meets or exceeds program outcomes. In FY 2024 (July 1, 2023 – June 30, 2024), Gulf Coast JFCS received more than $1,668,315 in individual,

corporate, and other monetary donations. These dollars can be restricted to specific programs, but much of this funding is unrestricted and can support the agency's areas of greatest need. The agency also receives in-kind donations of clothes, food, furniture, and other household items for our clients across all our programs. Through the agency's volunteer program in Fiscal Year 2024, 161 volunteers donated 13,398 hours valued at $423,553. We also secured more than $637,470 in grant funding. Finally, because Gulf Coast JFCS has service areas covering all ages and many needs, the agency can absorb specific grant-funded activities into other programs when initial funding expires.

F.8. Please download and complete the Annual Budget form.

☑ **Annual Budget Narrative *Required**

FY26 Annual Budget Report.xlsx

G. Required Documents

Completed by bob.lowery@gcjfcs.org on 4/4/2025 3:36 PM

Case Id: 18963
Name: Gulf Coast Jewish Family and Community
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 - Gulf Coast JFCS.pdf

☑ **Proof of incorporation in the State of Florida for at least one (1) year Save as Incorporation Agency name *Required**
Incorporation - Gulf Coast JFCS.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_23 - Gulf Coast JFCS.pdf

☑ **W-9 with legal name which matches that of applicant name Save as W9 Agency name *Required**
W-9 - Gulf Coast JFCS.pdf

☑ **Current Certificate of Insurance Save as Insurance Agency Name *Required**
Insurance - Gulf Coast JFCS.pdf

☑ **Completed Internal Control Checklist Save as Internal Control Checklist Agency name *Required**
Internal Control - Gulf Coast JFCS.pdf

☑ **Annual Budget Report Save as Annual Budget Agency name *Required**

Annual Budget - Gulf Coast JFCS.pdf

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

Outcomes and Goals - Gulf Coast JFCS.pdf

☑ **Current state licenses or registrations**

Accreditation Letter 2024 - Gulf Coast JFCS.pdf

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

OrgChart-Gulf Coast JFCS.pdf

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

Job Description - Gulf Coast JFCS.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 - Gulf Coast JFCS.pdf

☑ **HS E-Verify Affidavit Save as Everify Agency name *Required**

Everify - Gulf Coast JFCS.pdf

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

Board Members - Gulf Coast JFCS.pdf

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

Accreditation Letter 2024 - Gulf Coast JFCS.pdf

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

Human Trafficking - Gulf Coast JFCS.pdf

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

Travel - Gulf Coast JFCS.docx

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

Conflicts of Interest - Gulf Coast JFCS.docx

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

***No files uploaded*

Submit

Completed by bob.lowery@gcjfcs.org on 4/4/2025 3:38 PM

Case Id: 18963
Name: Gulf Coast Jewish Family and Community
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
Bob Lowery
Electronically signed by bob.lowery@gcjfcs.org on 4/4/2025 3:38 PM

Date Submitted
04/04/2025

Program Description

Completed by grants@ultimatemedical.edu on 3/25/2025 1:41 PM

Case Id: 18988
Name: Ultimate Medical 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 grants@ultimatemedical.edu on 3/19/2025 9:33 AM

Case Id: 18988
Name: Ultimate Medical 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 grants@ultimatemedical.edu on 4/4/2025 3:09 PM

Case Id: 18988
Name: Ultimate Medical Academy
Address: *No Address Assigned

A. Agency Information

Please provide the following information.

LEGAL AGENCY INFORMATION (FOR CONTRACT)

A.1. Legal Organization Name
UMA Education, Inc.

A.2. DBA (if applicable)
Ultimate Medical Academy

A.3. Legal Address
9309 North Florida Ave., Suite 100, Tampa, FL 33612

PROJECT INFORMATION

A.4. Program Name/Project Title
UMA - GROWTH: Gaining Resiliency through Opportunities with Workforce Training in Healthcare

A.5. Summary - provide a brief summary of program and how funding would be utilized.
Ultimate Medical Academy (UMA) is seeking funding to create and implement the UMA – GROWTH (Gaining Resiliency through Opportunities with Workforce Training in Healthcare) initiative which aims to provide workforce development for disadvantaged residents of Pinellas County through allied healthcare education. This initiative will be coordinated through partnerships between UMA and Social Service Organizations (SSO) operating in Pinellas County by providing no-cost education and training through two of UMA's diploma programs: Nursing Assistant (NA) and Phlebotomy Technician (PHB). Eligible low-income, disadvantaged Pinellas County residents currently engaged with and receiving services from SSOs, such as Hope Villages of America and DayStar Life Center, would be selected to participate in this initiative. These SSOs routinely work with and provide human services to disadvantaged residents and have expressed interest in developing a partnership which would provide the education and training necessary for their clients to gain employment in the healthcare industry. For the purposes

APPLICATION CONTACT INFORMATION

A.19. First Name
Jake

A.20. Last Name
Botticello

A.21. Contact Person/Title
Director, Grant Research & Development

A.22. Contact Email
Grants@ultimatemedical.edu

A.23. Telephone
8133863548

A.24. Executive Officer with signing authority First Name
Thomas

A.25. Executive Officer with signing authority Last Name
Rametta

A.26. Executive Officer Title
President

A.27. Executive Officer Email
trametta@ultimatemedical.edu

A.28. Executive Officer Phone Number
(813) 386-3548

of this application, “disadvantaged” is defined as low-income represented as either unemployed or under-employed. Individual SSOs may make additional distinctions based on their own criteria for a disadvantaged status. UMA considers disadvantaged to be anyone who is unable to attain employment or is currently under-employed due to a lack of education or skills which could benefit from this workforce development initiative. A grant award provided by the Pinellas County Government Social Action Fund will support the overall cost associated with the education and training of 70 disadvantaged Pinellas County residents in either the NA or PHB diploma programs at UMA, including both tuition costs and student support resource funding. The total request of $135,000 proposed in this application will cover the $122,500 required to train 70 eligible residents, as well as provide an additional $12,500 to support their success through assistance with emergent basic needs. UMA is seeking additional funding in this area to bolster funding already allocated for this purpose to ensure the needs of an additional 70 low-income, economically distressed individuals can be supported. By allowing participants to select their own career track, this initiative empowers students and increases individual self-confidence and personal resiliency through the successful completion of their preferred program and assistance obtaining a job after graduation. UMA faculty and administrative staff from a variety of departments will be involved to provide the necessary training and support to these students from enrollment through graduation and beyond, ensuring they have the support needed to enter the workforce. Additional funds requested in this proposal will provide students with assistance should they have a basic needs emergency that would otherwise prevent them from successfully completing their program. Funding is available for multiple basic needs categories, including transportation, internet affordability, childcare, utilities, rental and mortgage assistance, professional attire, food, and remote student equipment. Program eligibility is limited to adults over 18 years of age who meet enrollment criteria for either the NA or the PHB programs. The goal of the UMA – GROWTH initiative is to provide a tangible, attainable pathway to quality careers for low-income, disadvantaged residents of Pinellas County.

A.6. Physical Program Address

1255 Cleveland St., Clearwater, FL 33755

A.7. Program Manager First Name
Kelly

A.8. Program Manager Last Name
Spurlin

A.9. Program Manager Title
Director, Strategic Partnerships & Customer Success

A.10. Program Manager Email
kbuckner@ultimatemedical.edu

A.11. Program Manager Phone Number
(727) 499-1087

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
$135,000.00

A.15. Taxpayer/Employer ID
47-2578950

A.16. Unique Entity Identifier (UEI- Federal SAM.GOV Number, if registered
ME2MYQYHW8P7

A.17. Date of incorporation in Florida
12/12/2014

A.18. Date of 501(c)(3) Status
12/16/2014

B. Organization Profile

Completed by grants@ultimatemedical.edu on 4/4/2025 3:09 PM

Case Id: 18988
Name: Ultimate Medical 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.
Ultimate Medical Academy (UMA) is a dynamic, non-profit educational institution committed to equipping and empowering students to excel in healthcare careers. UMA strives to provide a learning experience which maximizes value for our students in a professional, supportive, and ethical environment. As an Institute of Higher Education, UMA has been providing post-secondary education and workforce training to residents in Pinellas County since 1994. Our vision is to be a leader in providing successful career outcomes for our students through a culture of innovation, commitment, and service by providing a quality education leading to a lifelong career for our students, many of whom come from underrepresented and underserved communities within Pinellas County. A majority of UMA students are adult, female, Pell Grant-eligible (Federal financial aid), first-generation students – a demographic which traditionally faces numerous difficulties pursuing and attaining higher education. Based on this data, UMA is currently classified by the U.S. Department of Education as a Minority Serving Institution (MSI). UMA works to remove barriers to higher education and closing student achievement gaps through consistent outreach and support. UMA has developed a student, extern, and post-graduate support model informed by a unique understanding of the challenges these students face and further developed to address these challenges to foster an environment of successful educational outcomes. The UMA mission and vision illustrate the alignment with two of the main tenets of the Healthcare and Human Services for Disadvantaged Residents funding priority area – workforce development and educational programs for disadvantaged populations. Furthermore, UMA's student profile demonstrates our work with disadvantaged populations: at the UMA Clearwater campus 63% of all students are minorities and an overwhelming 83% of our students have demonstrated an exceptional financial need. This exceptional financial need is demonstrated through their financial aid needs. This student demographic paints a clear picture of students who are working to overcome financial distress and other challenges through workforce development and education on their way to a career advancing role in the healthcare industry. The strategic alignment represented in this application with the funding priority represents a robust opportunity to create a lasting impact within Pinellas County for disadvantaged residents through this workforce development initiative.

B.2. Describe your board membership and how the board is reflective of the target population.
The UMA Board of Trustees has eleven members with varied, extensive experience in higher education, healthcare and healthcare education, and non-profit organization leadership. Board members are familiar with the issues affecting disadvantaged individuals, whether they are Pinellas County residents or reside elsewhere, and the positive impact of education and career training on unemployment, under-employment, and on removing barriers to advanced employment. The Board is supportive of workforce development initiatives, similar to UMA – GROWTH, as this is a direct extension of the UMA mission by equipping and empowering individuals to excel in healthcare careers.

B.3. Explain the organization's experience relevant to the proposed priority area.
UMA has provided educational training and has engaged in workforce development programs within Pinellas County for over 30 years. During that time, UMA has grown significantly and has added a training location in Tampa as well as operating an online campus that serves students across the United States. Through these locations, and over that time,

UMA has successfully educated, trained, and graduated over 85,000 students. Currently, UMA is serving over 20,000 students across the United States. Our experience in the proposed priority area is exemplified by these numbers. UMA provides exceptional support to students through wraparound services that have resulted in strong retention rates by ensuring students are provided with the tools and resources needed to overcome barriers to continued enrollment and graduation. The partnerships leveraged as part of this initiative are long standing and have been mutually beneficial for all. These exceptional relationships have provided wraparound services and support to residents of Pinellas County through outreach and engagement, similar to goals of the UMA – GROWTH initiative, and are based on our experience of providing workforce development and education over the past 30 years. UMA seeks to create a new and innovative way to provide this opportunity to more individuals at no cost, ensuring participants have a step up onto a career ladder and out of a low-income, financially distressed situation.

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

The onboarding process will be initiated by a referral process between UMA and SSOs engaged in the UMA-GROWTH initiative. This process will involve members of UMA's Admissions team as they enroll individuals which have met the basic eligibility criteria for either the Nursing Assistant (NA) or Phlebotomy Technician (PHB) diploma program. The entire process will be detailed in a training partnership agreement that will begin upon award of grant funding to ensure that a clear process is utilized. UMA currently has verbal agreements from SSOs to refer clients receiving their services and support in need of workforce development to UMA for this program. Once referred, UMA will agree to provide the education and training, along with supports to the students, leading to graduation and including additional services after graduation. UMA is committed to assisting graduates with the job search process, including resume assistance, job interview training, and outreach to employer partners on behalf of graduates, ensuring that graduates continue to receive wraparound support. In the coming months, UMA will continue to work with SSOs to clarify and define the responsibilities of each organization and the expected timeline of student participation. Upon announcement of awarded funds, UMA will execute formal training agreements with the SSOs. This process is anticipated to take 30 to 60 days. During this period, SSOs will be encouraged to begin identifying clients which would make good referrals to the program so that referrals can begin immediately once agreements have been executed. Upon referral, UMA Admissions representatives will determine eligibility and help guide the prospective student through the admissions and enrollment process where the individual will be able to select enrollment into either the NA or PHB track. Subsequently, the admissions representative assisting the student will hand-off the student to their Learner Services Advisor who will work with the student as they complete their respective program in the 8 weeks required for NA or the 14 weeks required for PHB. At the point of program completion and near graduation, the Learner Services Advisor will complete a transfer of the prospective graduate to their Career Services Advisor, who will assist the soon-to-be graduate with next steps through their externship and career advising, leading to employment. This process represents a culmination of the UMA student progression from enrollment to graduation. The entire process is anticipated to occur continually over the 12-month performance period with new individuals being referred by SSOs and going through the student progression after the initial training agreement period. As a result, students may still be enrolled and working to complete their program at the end of the grant performance period. It is anticipated that a majority of the individuals referred into the program will have completed and graduated the program, with a new focus on gaining or retaining employment by the end of the performance period.

C. Community Needs

Completed by grants@ultimatemedical.edu on 4/4/2025 3:09 PM

Case Id: 18988
Name: Ultimate Medical 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.
The UMA – GROWTH initiative addresses a chronic need for workforce development to improve the lives of low-income, disadvantaged Pinellas County residents through educational training opportunities designed to lead to employment in the healthcare industry. This chronic workforce need is further exemplified in the data shared below, illustrating that the training offered here is within an industry that is desperately seeking trained, skilled professionals. UMA has been on the forefront of addressing this need and is finding new and innovative ways to leverage community partnerships to meet workforce development and education needs. The UMA - GROWTH initiative is not only a way out from being unemployed or under employed within Pinellas County, but also a step up onto a career ladder in an industry with nearly unlimited potential that can last a lifetime. The healthcare industry offers additional training and career progression at every level which affords an individual the opportunity to continue to grow and go further incrementally once on that career ladder. The UMA – GROWTH initiative will engage SSOs in Pinellas County with this workforce training to engage clients they are already serving. This will increase the overall impact by seeking out and engaging with collaborative partners in the community to provide eligible residents with a tangible opportunity for resiliency in a matter of months, not years. The result being that through the training and education offered participants can attain a positive, professional, and career advancing role with a limited time constraint. This level of workforce development is sorely needed in the county. By providing this no-cost training, participants develop a career direction through training which leads to employment in desperately needed industries. This synergistic initiative engages and empowers individuals who are facing low-income, disadvantaged conditions with roles where they are desperately needed.

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 workforce development, and for the skills provided by the UMA – GROWTH initiative, are illustrated through data outlined by United for ALICE, a data source managed by the United Way, as well as from Lightcast, a global leader in labor market data. These sources reflect the need for healthcare trained employees, as well as the current state of unemployed or under-employed individuals within the county. These unemployed or under-employed individuals are traditionally considered disadvantaged by measure of economic factors and limited earning capacity. According to the most recent Point-in-Time Data for Pinellas County from United for ALICE, there are 425,255 households with a population of 961,739 individuals. This population has a median household income of $66,472, below the state average of $69,303. While the population has increased with moderate and high-income residents in Pinellas County, and businesses have increased, that has not been reflected in a growing household income compared to statewide averages which show a similar correlation. Pinellas County residents are earning less overall compared to the rest of the state. This is also reflected in the number of households which are Asset Limited, Income Constrained, Employed (ALICE). In Pinellas County, 34% or 144,586 households are considered ALICE. The numbers get worse when looking at unemployment rates in the county. According to the U.S. Bureau of Labor Statistics, Florida has an unemployment rate of 3.5%, but Pinellas County is currently showing an unemployment rate of 3.8%. Overall, Pinellas County suffers from a higher rate of unemployment than the rest of the state, but also an increased level of under-employed individuals in need of workforce development and career opportunities. The potential means to improve this

economic and financial disadvantage is possible through this initiative. The opportunities in healthcare are robust, which the data reflects. In 2024, there were 6,079 NA career positions reported in Pinellas County while the turnover rate for NAs in Pinellas County was 98%, showing an exceptional need for a trained workforce capable of filling these positions. This shortage, coupled with high turnover, represents a necessity for healthcare training to individuals capable of attaining these roles. Similar to NA roles, there was a high turnover rate within Pinellas County for Phlebotomists in 2024. The turnover rate for Phlebotomists was 80% last year, and while not as high as Nursing Assistant, this is significant compared to the statewide average of 65%. Phlebotomists are a highly skilled and highly desired position. Over the last 5 years there has been an increase of 35% in position hiring for Phlebotomists within Pinellas County. This increased need is likely to continue due to an aging population that requires more medical support, increased turnover due to employees upskilling into new positions, and an increased population relocating into the 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.
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 UMA – GROWTH initiative is based upon conversations between UMA and SSOs, acknowledging that there is room for improvement in workforce development initiatives in Pinellas County. Currently, there are limited opportunities to provide substantial education and workforce training at low or no cost to low-income, financially distressed residents that result in professional career opportunities. Most workforce development being done within Pinellas County is aimed at ensuring disadvantaged residents have completed a GED or are able to navigate through online systems to apply for jobs, opportunities which are often limited due to a lack of skills or education. The programs offered throughout Pinellas County for low or no cost are designed to help individuals create resumes, search for jobs, increase interview skills, or develop professional behaviors. As previously mentioned, a number of SSOs are currently working to provide services with individuals which are enrolled at UMA. These efforts and relationships are already in place. This program seeks to formally expand upon those relationships in a new and innovative way.

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 UMA – GROWTH initiative emphasizes and focuses on coordination and collaboration between multiple SSOs and UMA within Pinellas County to provide enhanced workforce development opportunities for residents who are already engaged with and receiving services from those organizations. These individuals will be prescreened for UMA eligibility and provided with the opportunity for enrollment and training. UMA will request program participants maintain contact with and receive continued programmatic support with the originating SSO until the individual has successfully completed the training. The program will initially launch with Hope Villages of America (HVA) and Daystar Life Center, as evidenced by the included collaborative letter. This initial collaborative effort will pave the way to bring on additional SSOs and increase this workforce development initiative across the county with more participants as it grows.

Please upload Collaborative Letter

☑ **Collaborative Letter**

UMA-GROWTH Collaborative Letters.pdf

D. Scope of Services

Completed by grants@ultimatemedical.edu on 4/4/2025 3:09 PM

Case Id: 18988
Name: Ultimate Medical 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.
The UMA–GROWTH initiative delivers education and training through one of two healthcare programs to eligible low-income, unemployed or under-employed Pinellas County residents. These two programs, NA and PHB, have a shorter overall time commitment resulting in a lower training cost per person at a higher rate of speed for program completion. Participants can progress more quickly from initial enrollment to successful employment. Services will be delivered through a partnership with varied SSOs across Pinellas County who will refer eligible residents to UMA. Through this process, UMA will work with individuals to admit them into their preferred program (NA or PHB) and ensure student are assigned to and have met their Learner Services Advisor. This advisor works with students throughout their program and prepares them for the next steps after they have completed their training. After training, students are selected for an externship site where they work with a Career Services Advisor to ensure completion of in-person training under practical, supervised conditions in a live, clinical setting. Upon externship completion, students are qualified to graduate with a diploma and seek certifications necessary for employment as a Certified Nursing Assistant or any of the industry certifications available to Phlebotomy Technician graduates. Their Career Services Advisor will work with them throughout this process, acting as a support while they seek employment in the healthcare industry. By partnering with SSOs, UMA can engage directly with individuals already seeking services that have been identified and screened for income eligibility. The UMA–GROWTH budget can support 70 eligible individuals across the county. This collaborative workforce development initiative builds upon the work done by UMA and SSOs independently by creating a seamless process for clients, ensuring support for individuals seeking pathways out of low-income, financially distressed economic conditions.

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 awarded through this grant opportunity will be utilized to provide the programmatic materials, training, and supplies necessary to equip individuals to successfully complete either the NA or the PHB track at UMA. This funding request supplements the existing NA and PHB programs by providing no-cost training to 70 eligible residents. The training cost per person is $1,750 which includes a laptop, scrubs, and all required supplies for each program ensuring students are equipped and able to successfully meet all training requirements. The cost associated with training 70 individuals is $122,500. UMA will be covering all administrative costs and salary for staff involved in this initiative as an in-kind contribution to this project. Funds provided will be solely utilized to either train individuals or provide students with assistance should they have a basic needs emergency that would otherwise prevent them from successfully completing their program. Funding is available for multiple basic needs categories, including transportation, internet affordability, childcare, utilities, rental and mortgage assistance, professional attire, food, and remote student equipment. emergency food or housing assistance, transportation, childcare, or other needs. These necessary supports

are only provided when they cannot otherwise be met without an intervention or through alternative community support. This additional intervention budget of $12,500 is leveraged by funding provided by UMA across Pinellas County and the Foundation for a Healthy St. Petersburg for residents specifically within the South St. Petersburg Community Redevelopment Area (CRA), which consists of three economically challenged zip codes targeted for recovery efforts. Funding for this support is part of an on-going program to provide basic needs supports to disadvantaged students and graduates facing complex situations which require a positive intervention. The total funding request for the UMA – GROWTH initiative of $135,000 is to provide the training to 70 eligible Pinellas County residents and bolster existing support funding to ensure economically disadvantaged participants can complete their program and gain employment.

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.

he program services for the UMA – GROWTH initiative are considered to occur daily throughout the individual training period for each enrolled student. The training period is dependent on whether the student is enrolled into the NA or the PHB program. Both programs require a fixed number of clock hours to complete the required theoretical training, as well as the practical hands-on training which culminates in a clinical externship which must be completed prior to graduation from the training program. Upon program completion, each student earns academic credit and is conferred a diploma. This represents that they are eligible for applicable licensure testing/certifications and employment. Additional program services are available after program completion through UMA Career Services which include career readiness, resume writing, and assistance with job searching. These services are offered to UMA Alumni indefinitely; so long as graduates reach out to UMA for assistance then assistance is available to them. The NA track requires 6 weeks of instructional time with an additional 2 weeks for a clinical externship before successful program completion. During those 6 weeks of instruction, students are expected to complete 135 clock hours of didactic instruction online, as well as hands on lab skills instruction at UMA's campus in Clearwater. The overall program services include ensuring all students are trained and prepared to attain their Certified Nursing Assistant (CNA) license issued by the State of Florida which is required for employment. The PHB program requires 12 weeks of instructional time with an additional 2 weeks for a clinical externship before successful program completion. During those 12 weeks of instruction, students are expected to complete 200 clock hours didactic instruction online, as well as simulated learning during scheduled laboratory hours at the ground campus or as part of the clinical externship. The overall program services include ensuring all students are trained and prepared to sit for the Certified Phlebotomy Technician (CPT) examination.

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

The target population is any low-income, economically disadvantaged Pinellas County resident currently unemployed or under-employed and over the age of 18. Individuals must meet low-income criteria as screened for by partnering SSOs. This pre-screening will be conducted by SSOs prior to their referral to UMA. Upon referral, UMA will conduct additional eligibility screening based on UMA's admission requirements which are inclusive of employment standards within the healthcare industry, such as fluency in English and completing a criminal background check. This eligibility is to ensure that upon completion of the training program individuals are not kept from employment due to pre-existing issues barring their potential employment within the healthcare field.

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

The geographic service area includes the entirety of Pinellas County. The UMA Clearwater Campus is open for operations from 9:00 am until 7:00 pm, Monday through Friday, with the exception of major holidays which are posted in advance to all faculty, staff, and students. Enrolled students in hybrid programs also have access to the online course room and library 24/7, 365 days a year.

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

UMA staff overseeing the creation and implementation of the UMA–GROWTH initiative will be a combined group of

individuals from a variety of UMA departments such as Admissions, Learner Services, Career Services, and the Clearwater Campus faculty and administrative staff who all possess exceptional qualifications and expertise in areas of student support (Learner Services), education and training, and providing career guidance after graduation (Career Services). This mixture of departments is already tasked with meeting these needs for enrolled students and graduates. The UMA Clearwater Campus is led by Dr. Shadel Hamilton, Campus President, who holds an Ed.D. in Educational Leadership from Northcentral University and has over 20 years of experience in higher education. The UMA-GROWTH initiative will be overseen by Kelly Spurlin, Director of Strategic Partnerships & Customer Success, who reports to Dr. Hamilton and brings over 12 years of experience to the role. The UMA Admissions team is overseen by Rocky Mount, Director of Admissions, with over 15 years of experience in leadership in admissions in higher education. Learner Services at the Clearwater Campus is overseen by Fidel Johnson, Manager of Learner Services, with over 15 years of experience in supporting students through successful outcomes. The UMA Career Services team is overseen by Helena Delgado, Manager of Career Services at the Clearwater Campus. These individuals represent the leadership which will oversee the day-to-day operations managed by the faculty and administrators responsible for carrying out the individual instruction and one-on-one support. Additionally, faculty and education is overseen by Yolanda Patterson, Director of Education, who brings over 15 years of experience in directing educational programs and overseeing faculty. In this role, she will oversee various faculty members who will be providing the education and training through either the NA or the PHB program to enrolled students.

E. Program Outcomes and Goals

Completed by grants@ultimatemedical.edu on 4/4/2025 3:10 PM

Case Id: 18988
Name: Ultimate Medical 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**
Outcomes and Goals Template UMA Education Inc.docx

E.2. What information will be collected to demonstrate program success?
UMA routinely collects data on individual and programmatic success as part of the accreditation process for the Accrediting Bureau of Health Education Schools (ABHES), as well as part of required reporting to the U.S. Department of Education. The information collected is based on student performance such as grades, attendance, and participation. These program successes are evaluated as part of the student retention and completion per program metrics which are independently evaluated and submitted. This information is unique not only to the success of the individual in the program, but also to the success of the individual program within UMA, i.e. NA or PHB. UMA can then measure the success of students who have graduated and attained employment through placement data. The successful metric cycle would be demonstrating that a program participant was able to successfully be retained through the program, complete the program, and gain employment within their respective field after completion.

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 via surveys provided to students and graduates. Once collected, this data is analyzed against historical performance trends by the Career Services team and the Project Implementation team. UMA faculty evaluate student performance on a weekly basis through the weekly coursework and assignments made in class. This performance data is recorded weekly in Blackboard, UMA's online grade tracking software. This online student performance and grading system allows for transparent grading practices. Student performance data is ultimately collected through IDASH and reported in National Center for Education Statistics – Integrated Postsecondary Data System (IPEDS) for the purposes of accreditation. This overall data is collected quarterly.

F. Budget

Completed by grants@ultimatemedical.edu on 4/4/2025 3:10 PM

Case Id: 18988
Name: Ultimate Medical 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.
$359,681,000.00

F.2. Total Program budget. Amount currently allocated to fund the program with the requested Social Action Funding.
$135,000.00

F.3. Total Pinellas County Social Action Funding request.
$135,000.00

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.
Currently, there are no other funders financially supporting this program. UMA provides the funding for salaries, materials, supplies, and infrastructure to support the program. However, UMA is currently funded by the Foundation for a Healthy St. Petersburg for student basic needs in South St. Petersburg which could potentially also be utilized to support individuals enrolled through the UMA – GROWTH initiative depending on their geographical location.

F.6. What other Pinellas County funding does the organization receive for any and all programs?
UMA has no other funding from Pinellas County at this time.

F.7. Describe the organizations plan for financial and program sustainability beyond fiscal year 2026.
UMA has a robust sustainability plan for the UMA – GROWTH initiative. In the short term, UMA has an active grant team working to consistently secure additional resources to support this and other programs. UMA actively engages employers to create a pipeline of potential career opportunities for recent graduates to help minimize the potential for unemployment post-graduation. These strategic program partnerships with employers are part of the UMA sustainability plan by working to eliminate the need for direct student support. In addition, UMA is seeking partnerships to address structural issues with community partners to provide childcare, transportation, and other needs to continually address barriers as they are identified. With support from grant funding, state/local funding, and internal resources, UMA is well positioned to ensure this program remains sustainable. Continuing to identify new partnerships with foundations and local governments is a priority for UMA. UMA will continue to request funding to support the continuation and eventual expansion of this program. These efforts, combined with efforts to help with the development of community resources and strategic employer partnerships to provide this assistance, will sustain the program's expansion and allow for continued support of those attending UMA in Pinellas County. UMA will also work to collaborate with SSOs to secure additional funding in partnership for the UMA – GROWTH initiative, helping to ensure continued partnership and collaboration on workforce development for disadvantaged residents of Pinellas County.

F.8. Please download and complete the Annual Budget form.

☑ **Annual Budget Narrative *Required**

Annual Budget - UMA Education Inc.xlsx

G. Required Documents

Completed by grants@ultimatemedical.edu on 4/4/2025 3:10 PM

Case Id: 18988
Name: Ultimate Medical 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**
501c3 - UMA Education Inc.pdf

☑ **Proof of incorporation in the State of Florida for at least one (1) year Save as Incorporation Agency name *Required**
Incorporation - UMA Education 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 - UMA Education Inc.pdf

☑ **W-9 with legal name which matches that of applicant name Save as W9 Agency name *Required**
W9 - UMA Education Inc..pdf

☑ **Current Certificate of Insurance Save as Insurance Agency Name *Required**
Insurance - UMA Education Inc.pdf

☑ **Completed Internal Control Checklist Save as Internal Control Checklist Agency name *Required**
Internal Control Checklist - UMA Education Inc.pdf

☑ **Annual Budget Report Save as Annual Budget Agency name *Required**

Annual Budget - UMA Education Inc.xlsx

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

Outcomes and Goals Template UMA Education Inc.docx

☐ **Current state licenses or registrations**

***No files uploaded*

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

ORG Chart - UMA Education 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 - UMA Education, Inc..pdf

☑ **HS E-Verify Affidavit Save as Everify Agency name *Required**

Everify - UMA Education Inc.pdf

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

Board Members - UMA Education Inc.pdf

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

Accreditation UMA Education Inc.pdf

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

Human Trafficking - UMA Education, 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 grants@ultimatemedical.edu on 4/4/2025 3:10 PM

Case Id: 18988
Name: Ultimate Medical 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
Jake Botticello
Electronically signed by grants@ultimatemedical.edu on 4/4/2025 3:10 PM

Date Submitted
04/04/2025

Program Description

Completed by zblair-andrews@thespfc.org on 3/21/2025 11:51 AM

Case Id: 19008
Name: St. Petersburg Free Clinic, 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 zblair-andrews@thespfc.org on 3/21/2025 11:52 AM

Case Id: 19008
Name: St. Petersburg Free Clinic, 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 zblair-andrews@thespfc.org on 4/4/2025 1:01 PM

Case Id: 19008
Name: St. Petersburg Free Clinic, Inc.
Address: *No Address Assigned

A. Agency Information

Please provide the following information.

LEGAL AGENCY INFORMATION (FOR CONTRACT)

A.1. Legal Organization Name
St. Petersburg Free Clinic, Inc.

A.2. DBA (if applicable)

A.3. Legal Address
863 3rd Avenue North St. Petersburg, FL 33701

PROJECT INFORMATION

A.4. Program Name/Project Title
Nourish Pinellas: Expanding Fresh Food Access

A.5. Summary - provide a brief summary of program and how funding would be utilized.
SPFC's Food Bank is the largest in Pinellas County, providing warehousing support and food distribution to over 60 partners across 100 sites. SPFC's We Help FRESH Pantry provides free, nutritious, groceries to individuals and families through a dignified market experience. SPFC's Drive-Through pantry provides clients with fresh produce, meat, dairy, and eggs while adding a layer of anonymity and convenience. This funding would support ongoing operations of SPFC's food programs, helping to alleviate Pinellas County families' pervasive worry about meeting their families' basic needs.

A.6. Physical Program Address
2392 31st St S. St. Petersburg, FL 33712

A.7. Program Manager First Name
Abiezer

A.8. Program Manager Last Name
Paz

APPLICATION CONTACT INFORMATION

A.19. First Name
Zoe

A.20. Last Name
Blair-Andrews

A.21. Contact Person/Title
Senior Director of Grants & Impact

A.22. Contact Email
zblair-andrews@thespfc.org

A.23. Telephone
7278121200118

A.24. Executive Officer with signing authority First Name
Jennifer

A.25. Executive Officer with signing authority Last Name
Yealgey

A.26. Executive Officer Title
Chief Executive Officer

A.27. Executive Officer Email
jyeagley@thespfc.org

A.28. Executive Officer Phone Number
(727) 821-1200

A.9. Program Manager Title
Senior Director of the Food Bank

A.10. Program Manager Email
apaz@thespfc.org

A.11. Program Manager Phone Number
(727) 812-1200

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
$99,000.00

A.15. Taxpayer/Employer ID
23-7208280

A.16. Unique Entity Identifier (UEI- Federal SAM.GOV Number, if registered
U32LNMGMXWJ7

A.17. Date of incorporation in Florida
12/13/1970

A.18. Date of 501(c)(3) Status
01/19/2001

B. Organization Profile

Completed by zblair-andrews@thespfc.org on 4/4/2025 1:02 PM

Case Id: 19008
Name: St. Petersburg Free Clinic, 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.
With compassion and respect, St. Petersburg Free Clinic (SPFC) changes lives by providing health care, nutritious food, housing, and education for our neighbors in need. The Pinellas County Social Action Grant Program funding priority area of Food and Nutritional Services supports food banks, meal delivery, congregate dining, and related supportive services. SPFC Food Programs provides every service on that list and serves individuals and families in every zip code in Pinellas County. For the last three consecutive years, SPFC's Food Bank has distributed 20 million pounds of food throughout Pinellas County. This food is distributed to our food bank partners, which include smaller-scale food banks, school-based pantries, hospitals, etc. Our partners then ensure the food is distributed throughout their communities. Due to SPFC's purchasing power, vehicle fleet, and vendor relationships, we can purchase food in bulk, paying a fraction of the retail cost. In addition to warehousing and providing food donations, SPFC serves as the purchasing agent for several of our partners, increasing access to nutritious food at wholesale prices. Therefore, supporting SPFC creates a ripple effect of enhancing food and nutritional services throughout Pinellas. In addition to our food banking, SPFC's client-facing food programs include our We Help FRESH Indoor Choice Pantry, our drive-through FRESH Pantry, child and youth-serving programs, and senior congregate dining centers. SPFC's We Help FRESH Indoor Choice Pantry offers free, nutritious groceries to individuals and families through a dignified market experience. SPFC's Deuce's Drive-Through provides clients with fresh produce, meat, dairy, and eggs while adding a layer of anonymity and convenience. SPFC's Pack-A-Sack program provides school-aged children experiencing food insecurity with pre-packaged meals to take home to ensure adequate food access outside of school hours. Through a partnership with Johns Hopkins All Children's Hospital, SPFC delivers nutritious food to four Pinellas County High School pantries (Lakewood, Hollins, Gibbs, and Pinellas Park). Through meeting students where they are, the school-based pantries aim to make nutritious food easily accessible, eliminating barriers that may hinder academic success. Lastly, SPFC's Hearty Homes program, through a partnership with Neighborly, delivers heart-healthy, nutritious food to seniors at congregate dining sites. Neighborly transports seniors who have limited access to transportation to congregate dining sites for a daily meal. Instead of Neighborly also bringing seniors to our pantry, we bring the pantry to them.

B.2. Describe your board membership and how the board is reflective of the target population.
SPFC's Board of Directors includes 17 dedicated members. Each board member brings with them valuable experience from living and or working in the County we serve. Our food programs data consistently demonstrates 33712 is one of our most frequently served zip codes and several of our board members call this area home. Diversity is a priority of our board composition, which encompasses various races, ethnicities, sexual orientations, and genders. Many of our board members have also contributed as volunteers, particularly in our food programs. Central to our organization's values is empathy, encapsulated in our belief that we are interconnected with those whom we serve, sharing different experiences and challenges. SPFC's board recruitment process prioritizes alignment with our organization's values, ensuring every member is committed to our mission and vision.

B.3. Explain the organization’s experience relevant to the proposed priority area.
SPFC has been on the frontlines of food in Pinellas County for over 40 years. SPFC's experience in the proposed priority

area is certainly validated by our decades of experience but is best showcased by our ability to remain responsive to our community's need for nutritious food. When the COVID-19 Pandemic created new challenges and public health and safety guidelines were released, SPFC pivoted. Recognizing the critical importance of food distribution during this time, all SPFC food pantry services moved to a drive-through model. A model SPFC learned by doing, and one that we still utilize at our drive-through location in South St. Pete. After it was safe to move back indoors, our client visits more than tripled. Previously reliant on donations, during this time, it became necessary for SPFC to begin purchasing food in order to serve the increased number of people. So again, SPFC pivoted. We hired our first Procurement Manager, created vendor relationships, and negotiated prices so that we were paying a fraction of retail costs. When we outgrew our Jared S. Hechtkopf Food Bank storage capacity, we rented two refrigerated trailers to store additional perishable foods, not letting constraints dictate our responsiveness to our neighbors in need. Amidst this growth in operations, SPFC began looking for an expanded warehouse space and found our new expanded food bank location, tripling the capacity of our food banking. SPFC's continued dedication to this priority area is evident.

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

Immediately upon receiving funding for a particular program or project, SPFC conducts a cross departmental meeting to assess current implementation status and establish timelines and roles and responsibilities for new initiatives. Even for ongoing programs, such as the Food Programs referenced in this application, meetings are still held to ensure understanding of contractual deliverables and timelines. Check-ins occur at least quarterly with the Senior Director of Grants & Impact and Food Program’s leadership to ensure timelines are on track. The current proposal’s contract would begin in October, during hurricane season. This past hurricane season, throughout storm relief and recovery, SPFC’s Food Bank has been relied on as a trusted logistics and warehouse partner with the capacity to move necessary food and goods to partners and people who need them throughout Pinellas County. Personnel and Operational support, like that of the Social Action Fund, greatly assists SPFC in our ability to maintain the resources and the teams needed to remain responsive in critical times such as hurricane season. Additionally, the proposed program timeline (October 2025 – September 2026) will be the first full fiscal year of operations at our Skyway expanded warehouse, which will open doors to many opportunities to further support Pinellas County and increase our organization's impact. Throughout the contract cycle, SPFC’s Food Bank will continue to provide warehousing support to all 60 partners and 115 sites, purchasing support for specialized food programs like FRESH Sprouts and school-based pantries, and will deliver food to our SPFC locations, including our We Help FRESH Pantry, our Health Center Food Pharmacy, and our Deuce’s Drive-Through FRESH Pantry. SPFC’s We Help FRESH Pantry locations will continue providing direct client services and increasing access to nutritious food for individuals and families who experience food or nutrition insecurity. With SPFC’s unique position as the county’s only provider of direct healthcare services and robust food programs, SPFC will continue aligning our food and health services throughout the contract cycle. While our program has decades of history, it is still ever-evolving, as our community’s needs are ever-evolving. Grant support, like the Social Action Funding, ensures our ability to continue our program's evolution.

C. Community Needs

Completed by zblair-andrews@thespfc.org on 4/4/2025 1:04 PM

Case Id: 19008
Name: St. Petersburg Free Clinic, 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.
SPFC's Food Programs work to address food and nutrition insecurity in Pinellas County. Food insecurity refers to the lack of consistent access to enough food for an active, healthy life for all household members. Nutrition insecurity is an individual, household, and neighborhood economic and social condition and is described by the National Institute of Health as a major public health concern. SPFC is not only focused on the quantity of pounds of food distributed, but also the health factor. With SPFC's unique position as the county's only provider of direct healthcare services and robust food programs, we know that food is medicine. SPFC's Food Programs increase access to nutrient-rich foods. Consistently, over 70% of the food we distribute is fresh produce, meats, dairy, and bread. SPFC's specialty food programs such as Pack-A-Sack and Hearty Homes address high rates of food insecurity in specific populations like children and seniors, by meeting them where they are at schools and congregate dining sites respectively. Many of SPFC's clients are ALICE and are faced with difficult choices like whether to pay the rent on time or put nutritious food on the table for their families. SPFC Food Programs additionally advance economic stability through lowering families' monthly out-of-pocket expenditures. Our clients self-report that accessing our FRESH Pantry allows them to stretch their budget to pay other necessary expenses such as rent, utilities, transportation, childcare, etc.

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 annual Regional Competitiveness Report created by the Tampa Bay Partnership in collaboration with United Way Suncoast and Community Foundation Tampa Bay indicates that the Tampa Bay region has amongst the highest rates of food insecurity, poverty, and poverty among people with full-time jobs when compared to peer regions across the county. The most recent United Way ALICE data suggests that approximately 34% of families in Pinellas County fall within the ALICE threshold, and an additional 11.4% fall below the Federal Poverty Level. This means that 45.4% of Pinellas County is struggling to make ends meet. According to the ALICE survival budget in the Florida ALICE 2024 update, food is listed as the second highest monthly cost, directly following rent. Therefore, when families receive free groceries from SPFC, this helps reduce one of their highest household costs. In a We Help client survey, 93% of our clients reported that receiving food through SPFC reduced their monthly expenses and impacted their budget. United Way Suncoast, and many other local and national sources, report that some of the many benefits of access to nutritious food are improved health outcomes and lower healthcare costs for both the ALICE family and the community. In our We Help client survey, 72% of clients report that the food provided has been beneficial to their health and that they would not have been able to access the fresh food without the pantry. An updated version of the Pinellas County Community Health Needs Assessment (CHNA), conducted by All4HealthFL with partner organization participation from Johns Hopkins All Children's Hospital, Florida Department of Health, Orlando Health Bayfront Hospital, Advent Health, and BayCare, was recently released. Results from the survey indicated that 77.2% of respondents do not eat the recommended servings of fruits and vegetables each day. Feeding America 2021 estimates reported that 10.6% of Pinellas County was experiencing food insecurity, but in this recent Pinellas CHNA, 27% of survey respondents self-reported food insecurity. The community-level data is clear, food insecurity and nutrition insecurity are needs in Pinellas County. And SPFC client survey data is clear, SPFC Food Programs address the gaps in food and nutrition insecurity while

advancing economic 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?
As stated above, 27% of the recent CHNA survey respondents reported experiencing food insecurity. The creators of the CHNA go to great lengths to ensure a representative sample, so applying that 27% percentage to the total number of people living in Pinellas County (961,060) would equate to an 259,486 estimate of individuals experiencing food insecurity in Pinellas County. Through our We Help FRESH Pantry locations (indoor choice and drive-through) and through our Food Bank community partners, we serve an estimated 143,000 individuals monthly. It is likely that individuals and families access multiple food bank and food pantry sites, so this number likely includes duplication. Therefore, there is definitely a gap of numbers unserved, showcasing the potential for growth. Our expanded food bank will allow us to better serve our community partners, increasing their ability to serve their respective communities, and decreasing the numbers unserved.

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

☑ **Outcomes/Utilization/Success**
FY25 SAF Outcomes Utilization Success Attachment_SPFC.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.
SPFC Food Programs are built on a partnership model, collaboration is the cornerstone of our work. SPFC's Food Bank has over 60 partners across over 100 sites throughout the county. SPFC's warehousing support and donations increase the efficiencies of other food banks and distribution sites. Nearly 80% of SPFC's partner agencies report that our partnership enables their agency to save money. Cost savings allow partner organizations to serve more people, purchase more food for their pantries, pay for ongoing operational costs, and even start new programs or hire additional staff. SPFC has attached two collaborative letters to this application, one from JHACH, and the other from Neighborly. These partnerships illustrate our reach across the county (from South St. Pete to Clearwater and Tarpon Springs) and also our reach across the lifespan, supporting youth, seniors, and everyone in between with access to nutritious foods. Through our partnership with JHACH, our Food Bank stocks the hospital pantry along with high school pantries at Gibbs, Lakewood, Pinellas Park, and Hollins High School. Each school pantry is uniquely curated to meet the needs of the students. At Gibbs High School, the pantry "Gibbs Grub Hub" is led by an Exceptional Student Education (ESE) classroom. This teacher empowers her students with disabilities to take the lead and gain transferable skills in the process. Students reorganize the pantry, stock shelves, keep an eye on the inventory system of food items, place orders to SPFC for additional items, check expiration dates, and do all additional tasks to keep the school pantry running smoothly. The Gibbs pantry is an example of how child and youth-serving programs encourage Pinellas County's younger residents to be active participants in their health and wellness. As previously described, SPFC's partnership with Neighborly supports six senior congregate dining sites with fresh groceries free of cost. One of the six sites has implemented a choice model similar to our downtown pantry. Seniors can select the food items they need rather than taking home prepackaged bags. The attached letters illustrate the strength of our partnerships with these two entities. At SPFC, we strive to coordinate

with existing programs in the community, working together to assess community needs, determine gaps in services, and develop responses to address food insecurity in our community.

Please upload Collaborative Letter

☑ **Collaborative Letter**

Collborative Letters - SPFC, JHACH, Neighborly.pdf

D. Scope of Services

Completed by zblair-andrews@thespfc.org on 4/4/2025 1:02 PM

Case Id: 19008
Name: St. Petersburg Free Clinic, 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 requested funding would support SPFC Food Programs. SPFC Food Programs consist of our We Help FRESH Pantry locations, our Skyway Expanded Food Bank, and specialized programs focused on children and seniors. Our We Help FRESH Pantry is in downtown St. Petersburg. This location is a choice model, providing a dignified market experience. Research on best practices indicates that choice models reduce feelings of stigma and reduce food waste by providing clients with the autonomy to choose foods that align with their preferences or dietary requirements. Clients can access the pantry twice per month, and individuals who are experiencing homelessness can access the pantry once per week to receive a box of shelf-stable items. The downtown location is open Mon-Wed 8:30 am-3:00 pm and Thursday 8:30 am-7:00 pm. The later hours of operation support our ALICE neighborOur Deuces Drive-Thru location is in South St. Petersburg. It is open on Mondays and Wednesdays from 2:00 to 6:00 p.m. The convenience of the drive-through is welcomed, particularly by families with children. When we added the drive-through option, our visits with families with children doubled. Our Health Center, located on 4th Street North, has a smaller-scale pantry in the lobby. Patients can leave their appointment with a bag of fresh produce, lean meats, and nutritious shelf-stable items that are all curated to be heart-healthy and support their health. Our Food Bank distributes over 20 million pounds of food throughout Pinellas County each year. SPFC's Food Bank provides our We Help FRESH Pantry and Health Center with all food needs and also partners with many smaller-scale food pantries. Research on best practices indicated collaboration with healthcare providers can help identify and reach clients who are at risk of food and nutrition insecurity. SPFC's partnership with JHACH (illustrated by the attached letter) as well as our own SPFC Health Center, are examples of this evidence-informed practice.

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 would support the operations of SPFC Food Programs in a year of ongoing growth. The expansion of our food bank relies heavily on the strength of our food bank team; support for personnel ensures that we have the team needed to deliver our essential programs and services to the community. SPFC Food Programs continue to be our largest organizational expense, and with Feb. 2025 as our first month being fully operational in our expanded facility, our growth and increased impact show no signs of slowdown. Specifically, grant funds would be allocated to cover key personnel costs for Food Bank and We Help FRESH Pantry team members.

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.
We Help FRESH Pantry is open four days per week and serves an average of 450 households each day. Deuce's Drive-Through is open two days per week and serves an average of 220 households per day.

D.4. What is the target population and eligibility criteria for the program?
The target population for SPFC Food Programs is food-insecure individuals and families of Pinellas County who experience barriers in accessing healthy, nutritious foods. People we serve may be homeless, living in poverty, or ALICE. Any Pinellas County resident is eligible to receive services through our food programs.

D.5. Provide the geographic service area(s) and hours and days for the program during contract period.
The geographic service area for SPFC Food Programs is Pinellas County. Individuals and families access our food programs from every zip code in Pinellas. The hours and days of operation are below: We Help FRESH Pantry Indoor Choice: Monday-Wednesday: 8:30 am-3:00 pm Thursday: 8:30 am-7:00 pm Friday-Sunday: Closed Deuce's Drive Thru: Monday 2:00 pm-6:00 pm Wednesday 2:00 pm-6:00 pm Health Center Monday- Friday: 9am- 4pm SPFC Food Bank (warehousing, not client-facing) Monday-Friday: 5 am-1 pm

D.6. Describe the program staff, including qualifications, expertise, and credentials, if required.
SPFC's Senior Director of the Food Bank (Abiezer "Abi" Paz) has worked with SPFC for fourteen years and manages the daily operations of the food bank and personnel, as well as relationships with agency partners. Abi's leadership has supported the food bank's exponential growth over the past five years. Abi's vision and institutional knowledge are critically important assets to SPFC. SPFC's Food Programs Procurement Manager (Latilka Pearson) recently joined the team, but comes to SPFC with lots of experience... The Food Programs Procurement Manager is responsible for building and maintaining strong relationships with vendors and supports efforts to increase the quality and quantity of food procured by SPFC. SPFC's Food Bank would not be operational without our warehouse logistics and CDL driver team. Each driver has their Commercial Driver's License and meets qualifications to ensure their ability to operate our vehicle fleet (road test, performance history records, pre-employment drug and alcohol screening, etc.). There are ongoing updates to ensure continued compliance with qualifications (review of driving record, valid CDL, etc.). SPFC's Food Programs Manager (Voltario "V" Kelley) oversees our drive-through location supported by a team of two drive-through coordinators and oversees special projects (food programs community events, etc.). The Director of We Help Services (Felicia Pizana) oversees our We Help FRESH Indoor Choice Pantry in collaboration with our We Help Program Manager and a team of two program coordinators.

E. Program Outcomes and Goals

Completed by zblair-andrews@thespfc.org on 4/4/2025 1:04 PM

Case Id: 19008
Name: St. Petersburg Free Clinic, 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 St. Petersburg Free Clinic.pdf

E.2. What information will be collected to demonstrate program success?
SPFC evaluates the success of our Food Programs through both a qualitative and quantitative approach. For Jared's Food Bank, we solicit feedback from our 60+ community partners including but not limited to: benefits of SPFC donations, quality of donations, and satisfaction with partnership. We track our reach across Pinellas County with the number of individuals, households, and zip codes served. For our FRESH Pantry, we track the cost savings of an average visit to our pantry and we solicit feedback from our clients including but not limited to: service satisfaction, food quality, how accessing the FRESH Pantry impacts their monthly budget, etc.

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 for the SPFC Food Bank is entered into Helm Humanitarian Software. Helm tracks the inbound and outbound donations and purchases, ensuring that we have an accurate interpretation of our efforts. Comprehensive reports can easily be pulled from the system. Data for our indoor choice pantry and drive-through is collected through Oasis, a participant management software providing information on client demographics as well as number of assistances. The Data & Compliance Coordinator reviews and cleans all food programs data for internal use and for monthly reporting. The Data & Compliance Coordinator additionally works one-on-one with partner agencies as necessary to ensure data quality and accuracy.

F. Budget

Completed by zblair-andrews@thespfc.org on 4/4/2025 1:04 PM

Case Id: 19008
Name: St. Petersburg Free Clinic, 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.
$41,118,965.00

F.2. Total Program budget. Amount currently allocated to fund the program with the requested Social Action Funding.
$6,385,550.00

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?
1.50%

F.5. What other funders also financially support this program? To include the amount of funding and what those funds are used for.
Juvenile Welfare Board of Pinellas County - $5,070,971, the vast majority of which is allocated towards the purchase of bulk food. Pinellas Community Foundation - $50,000 over two years to support Food Programs operations. United Way Suncoast - SPFC is in the final year of a 3-year contract, $69,000 per year to support Food Programs operations. Raymond James - $350,000 to support child-focused food programs.

F.6. What other Pinellas County funding does the organization receive for any and all programs?
SPFC has an active contract with Pinellas County for Social Action Funding, supporting our Food Programs which will end prior to the start date of the current proposal. SPFC is currently completing a contract with Pinellas County for the disbursement of American Rescue Plan Act funding for the renovation of our Skyway Expanded Food Bank location.

F.7. Describe the organizations plan for financial and program sustainability beyond fiscal year 2026.
Each year since our founding in 1970, SPFC has continued to grow and respond to critical community needs through the dedicated support of private donors, grant funders, churches, faith-based organizations, and community partners. We do not rely on a single funding source, and each year, we review the previous year's outcomes and budgets, prepare fiscally conservative new budgets, and develop comprehensive fundraising plans. SPFC Food Programs has a diversified pool of funding, including governmental grants, community foundation grants, family foundation support, and individual donor giving. While SPFC Food Programs are at a pivotal time of fundraising for our expanded operation, we have an engaged and informed Board of Directors who ensures our growth plans do not extend beyond our means.

F.8. Please download and complete the Annual Budget form.

☑ **Annual Budget Narrative *Required**
SAF FY26 Annual Budget Report.xlsx

G. Required Documents

Completed by zblair-andrews@thespfc.org on 4/4/2025 1:23 PM

Case Id: 19008
Name: St. Petersburg Free Clinic, 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 St Petersburg Free Clinic.pdf

☑ **Proof of incorporation in the State of Florida for at least one (1) year Save as Incorporation Agency name *Required**
Incorporation St. Petersburg 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**
Audit St. Petersburg Free Clinic.pdf

☑ **W-9 with legal name which matches that of applicant name Save as W9 Agency name *Required**
W9 St. Petersburg Free Clinic.pdf

☑ **Current Certificate of Insurance Save as Insurance Agency Name *Required**
Insurance St. Petersburg Free Clinic.pdf

☑ **Completed Internal Control Checklist Save as Internal Control Checklist Agency name *Required**
Internal Control Checklist St. Petersburg Free Clinic.pdf

☑ **Annual Budget Report Save as Annual Budget Agency name *Required**

Annual Budget St. Petersburg Free Clinic.xlsx

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

Outcomes and Goals St. Petersburg Free Clinic.pdf

☐ **Current state licenses or registrations**

***No files uploaded*

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

Org chart St. Petersburg Free Clinic.pdf

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

Job Descriptions St. Petersburg Free Clinic.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 St. Petersburg Free Clinic.pdf

☑ **HS E-Verify Affidavit Save as Everify Agency name *Required**

Everify St. Petersburg Free Clinic.pdf

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

Board Members St. Petersburg Free Clinic.pdf

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

***No files uploaded*

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

Human Traficking St. Petersburg Free Clinic.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 zblair-andrews@thespfc.org on 4/4/2025 1:24 PM

Case Id: 19008
Name: St. Petersburg Free Clinic, 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
Zoe Blair-Andrews
Electronically signed by zblair-andrews@thespfc.org on 4/4/2025 1:23 PM

Date Submitted
04/04/2025

Program Description

Completed by theresa@communitydtlclinic.org on 3/21/2025 1:57 PM

Case Id: 19011
Name: Community Dental 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 theresa@communitydtlclinic.org on 3/21/2025 1:58 PM

Case Id: 19011
Name: Community Dental 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 theresa@communitydtlclinic.org on 4/3/2025 2:54 PM

Case Id: 19011
Name: Community Dental Clinic
Address: *No Address Assigned

A. Agency Information

Please provide the following information.

LEGAL AGENCY INFORMATION (FOR CONTRACT)

A.1. Legal Organization Name
Community Dental Clinic

A.2. DBA (if applicable)

A.3. Legal Address
1008 Woodlawn Street Clearwater, FL 33756

PROJECT INFORMATION

A.4. Program Name/Project Title
Your Smile. Your Health.

A.5. Summary - provide a brief summary of program and how funding would be utilized.
The Community Dental Clinic provides free, high-quality dental care to low-income and uninsured adults in Pinellas County. Our volunteer-driven model leverages the expertise of over 20 local dental professionals to deliver essential services, including exams, x-rays, cleanings, extractions, and restorative care. In 2025, we are expanding into a newly renovated facility that will double our clinical space, allowing us to serve more patients, reduce wait times, and improve continuity of care. Funding from the Pinellas County Social Action Grant will be used to support this critical expansion by covering salaries for essential clinical staff, purchasing program supplies, and offering Uber Health vouchers to eliminate transportation barriers for our most vulnerable patients. These resources will directly contribute to improved access, efficiency, and equity in oral health care throughout the county.

A.6. Physical Program Address
1008 Woodlawn Street Clearwater, FL 33756

APPLICATION CONTACT INFORMATION

A.19. First Name
Theresa

A.20. Last Name
White

A.21. Contact Person/Title
Executive Director

A.22. Contact Email
theresa@communitydtlclinic.org

A.23. Telephone
72721661555

A.24. Executive Officer with signing authority First Name
Bruce

A.25. Executive Officer with signing authority Last Name
Livingston

A.26. Executive Officer Title
Board Chairman

A.27. Executive Officer Email
theresa@communitydtlclinic.org

A.28. Executive Officer Phone Number
(727) 216-6155

A.7. Program Manager First Name
Annette

A.8. Program Manager Last Name
Evans

A.9. Program Manager Title
Clinical Director

A.10. Program Manager Email
annette@communitydtlclinic.org

A.11. Program Manager Phone Number
(727) 216-6155

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
$140,889.70

A.15. Taxpayer/Employer ID
453340613

A.16. Unique Entity Identifier (UEI- Federal SAM.GOV Number, if registered
EPNHW9NDGFD5

A.17. Date of incorporation in Florida
10/05/2011

A.18. Date of 501(c)(3) Status
10/05/2011

B. Organization Profile

Completed by theresa@communitydtlclinic.org on 3/21/2025 2:28 PM

Case Id: 19011
Name: Community Dental 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.
The mission of the Community Dental Clinic is to provide compassionate, comprehensive dental services, education, and access to dental care for the uninsured, low-income adults of Pinellas County. This mission aligns with the Pinellas County Social Action Grant's funding priorities to reduce health disparities, improve access to care, and support underserved populations. Oral health is an essential but often overlooked component of overall wellness, especially for adults without insurance. By offering high-quality, no-cost dental care, providing patient education, and addressing transportation barriers through Uber Health vouchers, our program eliminates the structural barriers preventing individuals from receiving timely and appropriate dental treatment. With the support of this grant, we can continue to close these critical care gaps and improve health equity for Pinellas County residents.

B.2. Describe your board membership and how the board is reflective of the target population.
The Community Dental Clinic is governed by a dedicated and engaged Board of Trustees that brings a diverse range of professional expertise and community insight. Our board includes healthcare professionals, nonprofit leaders, business executives, and individuals with deep ties to the local faith and service communities. Several members have personal or professional experience working with low-income populations and understand the complex challenges faced by the uninsured in accessing care. While our board members may not all come from the same socioeconomic background as our patients, they are deeply committed to advocating for health equity and advancing the clinic's mission. Many serve in roles that connect directly with vulnerable populations across Pinellas County, ensuring that decisions are made with compassion, cultural awareness, and a strong understanding of our patients' needs. The board is actively involved in strategic planning, fundraising, and community partnerships that expand access to care and amplify the voices of those we serve.

B.3. Explain the organization's experience relevant to the proposed priority area.
The Community Dental Clinic has over a decade of experience providing free, high-quality dental care to uninsured and low-income adults in Pinellas County. Since opening, we have helped thousands of individuals restore their oral health through compassionate, comprehensive services, including preventative care, extractions, fillings, cleanings, and education. Our model is built on the strength of our volunteers—more than 20 local dental professionals generously donate their time—and our dedicated core staff, who ensure continuity of care. Our clinic was founded in response to a critical need: adults in our community with no access to dental insurance or affordable treatment options. Over the years, we have grown to meet demand, improved patient navigation, and developed strong referral relationships with local partners and hospitals. We have also implemented practical solutions to overcome common barriers to care, such as language access and transportation. As we prepare to expand into a larger facility in 2025, we bring a proven track record of delivering results in the very priority area this grant seeks to impact—improving health equity and access to essential care for underserved residents. The requested funding will allow us to deepen this work, reduce wait times, and serve even more people in need.

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

The Community Dental Clinic uses a structured onboarding process for all new staff, volunteers, and program initiatives to ensure consistency, quality, and alignment with our mission. New employees and volunteers receive orientation covering clinic policies, HIPAA compliance, patient care standards, and cultural sensitivity. Clinical staff are provided with hands-on training and shadowing opportunities to become familiar with workflows, electronic records, and patient communication protocols. For this program, the implementation timeline is as follows: July–August 2024: Finalize clinic expansion plans, onboard contractors, and begin facility renovations. Begin outreach and preparation for staffing needs related to expansion. October–December 2024: Hire two full-time dental assistants to support the expanded operations. July 2025: Complete the move into the new 6,500 sq ft facility. Continue onboarding new staff, finalize dental operatories, and begin scaling services to accommodate increased patient volume. Integrate the Uber Health platform to offer transportation assistance to patients with access barriers. August 2025 and beyond: Fully implement program components funded by this grant—expanded staffing, use of Uber Health transportation vouchers, and increased patient care. Monitor progress, track impact, and refine workflow as needed.

C. Community Needs

Completed by theresa@communitydtlclinic.org on 4/4/2025 3:12 PM

Case Id: 19011
Name: Community Dental 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.
Thousands of low-income, uninsured adults in Pinellas County lack access to basic dental care. Oral health is closely tied to overall health, employability, and quality of life—yet for many residents, treatment is out of reach due to cost, lack of insurance, limited provider availability, and transportation barriers. As a result, preventable dental issues go untreated, leading to pain, infection, and reliance on emergency rooms for temporary relief. Currently, the Community Dental Clinic operates at full capacity, with demand far exceeding available appointments. Waitlists can stretch for months, and many patients forgo care altogether. Additionally, a significant portion of our patients report challenges getting to the clinic due to lack of reliable transportation. The proposed program directly addresses these needs by expanding the clinic's physical capacity, hiring additional staff to increase appointment availability, and launching a partnership with Uber Health to help patients access care. By reducing logistical and systemic barriers, we will improve health outcomes, restore dignity and confidence, and bring equitable dental care within reach for hundreds more Pinellas County residents each year.

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, access to dental care remains one of the most significant unmet health needs among low-income adults. According to the Florida Department of Health's 2023 County Health Assessment, 30% of adults in Pinellas County reported not having seen a dentist in the past year due to cost. Among adults living below the poverty line, that number jumps significantly. Additionally, over 60% of uninsured adults in the county report difficulty finding a provider willing to offer affordable dental services. Emergency department data from BayCare and other local hospitals consistently show that dental-related visits remain a top non-emergency reason for ER use, highlighting the gap in accessible preventive and restorative care. The Community Dental Clinic currently operates at maximum capacity, with a waitlist that frequently exceeds 400 individuals. Internal tracking also shows that approximately 20% of no-shows or appointment cancellations are due to transportation issues, a barrier we aim to address through Uber Health vouchers. Furthermore, feedback from patient satisfaction surveys and community partner interviews consistently underscores the urgent need for expanded services and reduced wait times. Many of our patients report living with untreated dental pain for months or even years due to the lack of affordable options. Together, this data highlights the systemic barriers faced by low-income, uninsured adults in Pinellas County and the urgent need for expanded, accessible dental care—exactly what the proposed program aims to provide.

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, access to affordable dental care for uninsured, low-income adults remains extremely limited. While a few safety-net providers offer reduced-cost services, capacity is strained and waitlists are long. Many individuals delay or go without treatment due to financial hardship, lack of insurance, and transportation barriers. Emergency rooms continue to see patients with preventable dental issues, further underscoring the gap in accessible care. The Community Dental Clinic is one of the few providers in the area offering completely free, comprehensive dental care to adults who fall through the cracks of the healthcare system. Despite our efforts, the demand far exceeds our current capacity. In 2023 alone, we had over 400 individuals on our waitlist at various points throughout the year—and many more who simply give up when faced with limited options. The proposed program will significantly reduce the number of unserved individuals by expanding our facility, hiring additional staff, and offering transportation assistance through Uber Health. These enhancements will allow us to increase appointment availability, decrease wait times, and provide more consistent, ongoing care to our patients. By growing our reach and removing key barriers, we expect to serve at least 25% more patients in 2025 and begin addressing the backlog of need in our community.

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 designed to complement and strengthen existing services in Pinellas County by filling a critical gap in access to comprehensive, no-cost dental care for uninsured adults. The Community Dental Clinic maintains strong relationships with local organizations to ensure coordinated, patient-centered care. We regularly collaborate with hospitals, health departments, social service agencies, shelters, and food pantries to accept referrals and ensure patients receive dental and wraparound support services. Key partners include BayCare, Pinellas County Human Services, and several nonprofit housing and recovery programs. Through these relationships, we identify individuals who need care and streamline their access to our services. Our new partnership with Uber Health will also allow referring agencies to help patients secure reliable transportation to and from appointments, removing one of the most significant barriers to follow-through. This proposed program will be closely integrated with these community efforts, ensuring that patients are treated and supported holistically. Our expanded facility and staffing plan will enhance our ability to respond quickly to referrals, accept walk-ins from partner programs, and offer follow-up care more efficiently. I've attached a letter of collaboration from Hope Villages of America outlining how our two organizations will collaborate to support this project's goals. Below is a list of all partners: -Acorn Dental Supply, Inc., they provide a discounted rate on all dental equipment repairs -Bay Care's Morton Plant, Morton Plant Mease, and Mease Dunedin hospitals provide referral dental treatment for patients who seek help in the ER or urgent care. In addition, they provide partial funding for the full-time Dental Director, one part-time hygienist, and one part-time Dental Assistant. -Bay Area Endodontics specializes in root canal therapy at no cost for our patients. -Bay Center for Oral & Implant Surgery specializes in complex extraction and oral lesion biopsies for patients at no cost. -Clearwater Free Clinic, The Salvation Army, and the Arc of Tampa Bay to help their participants who qualify for our services. -C&C Dental Lab offers a discounted dental lab rate for all fixed and removable appliances such as crowns, dentures, or partials -Gulf Coast Dental Outreach and the Homeless Empowerment Program to provide a dental home for the "graduates" of their programs. -Hope Villages of America refer their clients to our program for a dental home. -The Pinellas County Commission funds a community dental team through the Department of Health Pinellas. This team provides a county dentist one day a week and a hygienist three days per week. -Shamrock Dental Company provides a discounted rate on all handpiece replacements and repairs. -We partner with 22 local dentists, one local hygienist, and six administration personnel who volunteer their

services or provide

Please upload Collaborative Letter

☑ **Collaborative Letter**

HVA Letter of Support.docx

D. Scope of Services

Completed by theresa@communitydtlclinic.org on 3/24/2025 3:38 PM

Case Id: 19011
Name: Community Dental 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 enhance the Community Dental Clinic's ability to provide no-cost dental care to low-income, uninsured adults in Pinellas County. Services delivered will include exams, x-rays, cleanings, extractions, fillings, root canals, dentures, partials, and oral health education, along with the addition of transportation assistance through Uber Health vouchers. With grant support, the clinic will hire one part-time dentist and one part-time hygienist, maintain current staff to increase capacity, reduce patient wait times, and purchase essential program supplies to meet growing demand. The program is grounded in evidence-based and best-practice models, including volunteer-driven service delivery, a social determinants of health approach to care, and trauma-informed, compassionate service. It also incorporates proven strategies like integrated care coordination and transportation assistance to eliminate non-clinical barriers and improve patient follow-through. Together, these elements form a patient-centered program designed to close critical gaps in oral healthcare access and improve long-term outcomes for some of the most vulnerable adults in our 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 funding from the Pinellas County Social Action Grant will be used to directly support the expansion and delivery of essential dental care services for uninsured, low-income adults in our community. Specifically, the funding will cover salaries for one part-time dentist and one part-time dental hygienist, purchase critical program equipment—including dental x-ray heads—and provide necessary program supplies such as dental instruments, PPE, and materials for restorative care. Additionally, the grant will fund Uber Health transportation vouchers to help patients overcome transportation barriers and keep their appointments. These resources are vital to supporting our transition into a larger facility and meeting the growing demand for services. This funding request supplements, rather than duplicates, our current program funding. While existing funds cover core operational costs, they do not stretch to support the additional clinical roles, equipment, and supplies needed for our 2025 expansion. The requested grant will bridge that gap by providing the personnel, tools, and patient supports required to increase access, reduce wait times, and enhance the quality and continuity of care. Ultimately, this investment will help us provide more timely, equitable, and comprehensive dental care for Pinellas County's most vulnerable 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 Community Dental Clinic will provide free, comprehensive dental services to an estimated 700–800 uninsured, low-income adults over a 12-month period. Services will include dental exams, x-rays, cleanings, extractions, fillings, and oral

health education. With the addition of one part-time dentist and one part-time dental hygienist, the clinic will offer an average of 3 additional clinical sessions per week, each serving approximately 8–12 patients per session, depending on treatment complexity. Patients typically receive a series of 1–3 visits over the course of 4–6 weeks, depending on the urgency and scope of their dental needs. Oral health education is provided during each visit and reinforced through follow-up appointments. Uber Health vouchers will be offered as needed to ensure transportation does not prevent patients from completing their treatment plans. This consistent schedule of care, along with newly added staff capacity and equipment, will allow the clinic to reduce wait times and deliver high-quality, patient-centered care on an ongoing basis throughout the year.

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

The target population for this program is uninsured, low-income adults aged 18 and older who reside in Pinellas County and lack access to affordable dental care. This includes individuals experiencing homelessness, the working poor, veterans, seniors, and those living with disabilities or chronic health conditions. Many of our patients face multiple barriers to care, including transportation challenges, limited mobility, and untreated dental pain that impacts their overall health and quality of life. To be eligible for services, individuals must: Be a resident of Pinellas County Be 18 years of age or older Have no form of dental insurance Meet income eligibility guidelines based on federal poverty levels Patients are screened during intake for financial need and residency, and appointments are scheduled based on clinical urgency and available capacity. The program prioritizes individuals experiencing dental pain, infection, or significant barriers to care, ensuring resources are directed to those with the greatest need.

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

The Community Dental Clinic serves residents of Pinellas County, Florida, focusing on individuals living in Clearwater and surrounding high-need areas where access to dental care is most limited. The program prioritizes services for uninsured adults throughout the entire county. During the contract period, the clinic will operate on the following schedule: Monday through Friday, 8:00 AM – 4:30 PM As the clinic transitions into its expanded facility in early 2025, this schedule will support an increase in clinical sessions and allow for a greater number of patients to be served across the geographic service area.

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

The Community Dental Clinic is staffed by a dedicated team of professionals with the qualifications and experience necessary to provide high-quality, compassionate dental care to underserved adults. Dental Director (DDS/DMD) – A licensed and experienced dentist who oversees all clinical operations. The Dental Director provides direct patient care, supervises volunteer dental providers, ensures compliance with clinical standards, and supports quality improvement efforts. Part-Time Dentist (DDS/DMD) – This grant-funded position will be filled by a licensed dentist with experience in general dentistry and a passion for serving vulnerable populations. The dentist will provide routine and urgent care services including exams, extractions, and restorative treatments. Part-Time Dental Hygienist (RDH) – Also funded through this grant, the hygienist will hold an active Florida license and provide preventive care, cleanings, periodontal treatment, and oral health education to patients. Dental Assistants (CDA or on-the-job trained) – Our team includes both certified and experienced dental assistants who support clinical operations, manage patient flow, assist with procedures, and uphold infection control protocols. Clinic Operations and Administrative Staff – This includes a Business Administrator and front desk staff who manage patient intake, scheduling, financial eligibility screening, data tracking, and coordination of Uber Health transportation. In addition to paid staff, over 20 licensed volunteer dental professionals contribute their time and skills to provide patient care, allowing the clinic to expand services without significantly increasing overhead. All clinical staff maintain required Florida licensure and participate in continuing education to ensure adherence to best practices and current standards of care.

E. Program Outcomes and Goals

Completed by theresa@communitydtlclinic.org on 4/3/2025 3:50 PM

Case Id: 19011
Name: Community Dental 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**
Community Dental Clinic_ Outcomes and Goals Template (1) (1).pdf

E.2. What information will be collected to demonstrate program success?
To measure the success of the program, the Community Dental Clinic will collect both quantitative and qualitative data throughout the contract period. This includes: Number of unduplicated patients served Number of dental procedures completed, categorized by type (exams, cleanings, extractions, fillings, etc.) Waitlist reduction metrics, including average time from intake to appointment Number of Uber Health rides provided and tracked improvements in appointment adherence No-show rates, monitored monthly to assess impact of transportation support Patient oral health knowledge, measured through pre- and post-visit surveys Patient satisfaction and feedback, collected via anonymous surveys and verbal reports Staff and volunteer observations, documenting patient progress and barriers addressed These data points will be tracked through electronic health records (EHR), transportation logs, survey tools, and internal program tracking systems. Regular review and analysis will help the clinic assess impact, adjust implementation as needed, and report meaningful outcomes to funders and stakeholders.

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 program data are collected using a combination of electronic and manual systems to ensure accuracy, consistency, and compliance with privacy standards. The Community Dental Clinic uses Dentrix, a secure, HIPAA-compliant electronic dental records (EDR) platform, to collect and manage patient information, including demographics, medical and dental history, procedures completed, appointment attendance, and clinical outcomes. During the initial intake process, front desk staff collect eligibility documentation (residency, income verification, insurance status) and input it into the system. Each patient is assigned a unique identifier in Dentrix to maintain confidentiality. Clinical data—such as exam results, x-rays, treatments provided, and follow-up plans—are entered by providers and support staff at the time of service. Additional data such as transportation needs, use of Uber Health

vouchers, and patient satisfaction surveys are tracked using internal spreadsheets and manual logs, which are reviewed monthly by administrative staff and integrated into program performance reports. Data collection intervals are as follows: At intake: Eligibility, demographics, baseline oral health status At each appointment: Procedures completed, patient progress, transportation use Monthly: No-show tracking, waitlist status, service delivery totals Biannually and annually: Patient surveys, program evaluation, and outcome reporting This structured approach ensures timely and comprehensive data collection to support program management, outcome measurement, and grant reporting.

F. Budget

Completed by theresa@communitydtlclinic.org on 4/4/2025 3:12 PM

Case Id: 19011
Name: Community Dental 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.
$1,046,704.00

F.2. Total Program budget. Amount currently allocated to fund the program with the requested Social Action Funding.
$1,046,704.00

F.3. Total Pinellas County Social Action Funding request.
$140,889.70

F.4. What percentage of the program budget will be funded with Pinellas County Social Action Funding?
13.00%

F.5. What other funders also financially support this program? To include the amount of funding and what those funds are used for.
The Community Dental Clinic is proud to be supported by a strong network of funding partners who share our mission to provide compassionate, comprehensive dental care to uninsured, low-income adults in Pinellas County. These supporters enable us to serve hundreds of patients annually and expand our impact. The total support is $905,814. Delta Dental Community Care Foundation – $50,000: Supports general operations, including clinical supplies, volunteer coordination, and patient navigation as the clinic expands. BayCare Health System – $172,000: Supports patient care coordination and helps redirect non-emergency dental cases from hospital emergency departments to our clinic. Florida Association of Free and Charitable Clinics (FAFCC) – $164,000: Provides funding for staff development, compliance initiatives, and implementation of clinical best practices. Patterson Dental – $21,139: Provide dental equipment and supplies, including dental chairs, instruments, and ongoing maintenance support. Hawkins Foundation – $20,000: Funds clinical operations and community outreach efforts, including oral health education and patient follow-up care. Rotary Club – $5,000: Supports direct patient care services and helps provide oral hygiene kits and emergency dental materials. Pinellas Community Foundation – $168,000: Provides operating support for program sustainability, including materials, supplies, and limited staffing resources. Private Events/Donation: 305,675: The Community Dental Clinic holds annual Reds, Whites, and Bites fundraisers and receives private donations from individuals. While these funders make our core services possible, none currently fund the specific components of this request: a part-time dentist, a part-time hygienist, dental x-ray heads, program supplies, and Uber Health transportation vouchers. This funding request is designed to supplement existing support by filling critical service gaps and enabling strategic growth in patient access and care continuity.

F.6. What other Pinellas County funding does the organization receive for any and all programs?
At this time, the Community Dental Clinic does not receive any other direct funding from Pinellas County government sources for any of its programs. This grant request represents our first application for Pinellas County Social Action Grant

funding. Our organization is primarily supported through private foundations, community partners, in-kind donations, and individual contributions. While we collaborate with Pinellas County agencies on referrals and resource coordination, we have not received county operating or program-specific funding to date. This request is intended to complement those partnerships and provide targeted support for expanded access to care through direct staffing, equipment, and transportation assistance—none of which are currently funded through county sources.

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

The Community Dental Clinic is committed to long-term sustainability and has developed a multi-tiered plan to ensure continued delivery of free, high-quality dental care beyond fiscal year 2026. Our sustainability strategy includes diversified funding, strategic partnerships, volunteer engagement, and infrastructure investment. Financially, the clinic is expanding its base of multi-year funding commitments from key partners, including private foundations, healthcare systems, and local philanthropic organizations. We are actively growing our individual donor program, implementing recurring giving campaigns, and hosting annual fundraising events such as our Founders Day celebration to build unrestricted revenue. In addition, we are exploring new grant opportunities at the state and national level to support clinical operations, dental workforce development, and transportation access. Operationally, our newly renovated and expanded clinic facility—funded through a major capital gift—will reduce facility-related costs for years to come and allow us to serve more patients with greater efficiency. We also benefit from an established and growing network of volunteer dental professionals, whose in-kind contributions significantly reduce overhead while preserving clinical quality. Finally, the organization is building internal capacity through investments in leadership, staff training, and improved data systems to enhance program evaluation, demonstrate impact, and remain competitive for future funding. By strengthening both our financial foundation and community partnerships, the Community Dental Clinic is well-positioned to sustain and grow our services well beyond FY 2026.

F.8. Please download and complete the Annual Budget form.

☑ **Annual Budget Narrative *Required**

FY26 Annual Budget Report (1) (2).xlsx

G. Required Documents

Completed by theresa@communitydtlclinic.org on 4/4/2025 9:27 AM

Case Id: 19011
Name: Community Dental 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**
Community Dental Clinic _501c3 letter.pdf

☑ **Proof of incorporation in the State of Florida for at least one (1) year Save as Incorporation Agency name *Required**
Community Dental Clinic_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**
Community Dental Clinic, Inc. 9-30-24 Audit FS - Secured (2).pdf

☑ **W-9 with legal name which matches that of applicant name Save as W9 Agency name *Required**
Coumminty Dental Clinic_W9.pdf

☑ **Current Certificate of Insurance Save as Insurance Agency Name *Required**
Community Dental Clinic_Ins.pdf

☑ **Completed Internal Control Checklist Save as Internal Control Checklist Agency name *Required**
Community Dental Clinic_ Internal Control (1).pdf

☑ **Annual Budget Report Save as Annual Budget Agency name *Required**

Community Dental Clinic Budget FY 25.pdf

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

Community Dental Clinic_ Outcomes and Goals Template (1) (1).pdf

☐ **Current state licenses or registrations**

***No files uploaded*

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

Community Dental Community_Org Chart.png

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

Community Dental Clinic_Job Descriptions.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**

Community Dental Clinic_ Data.pdf

☑ **HS E-Verify Affidavit Save as Everify Agency name *Required**

Community Dental Clinic_E Verify.pdf

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

Community Dental Clinic_Board Members_2025.pdf

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

***No files uploaded*

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

Community Dental Clinic_HT.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**

Community Dental Clinic_Conflict of Interest.pdf

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

Community Dental Clinic Policy_8_2024.docx

Submit

Completed by theresa@communitydtlclinic.org on 4/4/2025 3:12 PM

Case Id: 19011
Name: Community Dental 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
Theresa White
Electronically signed by theresa@communitydtlclinic.org on 4/4/2025 3:12 PM

Date Submitted
04/04/2025

Program Description

Completed by jlighter@pvfla.org on 4/4/2025 7:32 AM

Case Id: 19053
Name: Preserve Vision Florida, 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 jlighter@pvfla.org on 4/4/2025 7:33 AM

Case Id: 19053
Name: Preserve Vision Florida, 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 jlighter@pvfla.org on 4/4/2025 7:34 AM

Case Id: 19053
Name: Preserve Vision Florida, Inc.
Address: *No Address Assigned

A. Agency Information

Please provide the following information.

LEGAL AGENCY INFORMATION (FOR CONTRACT)

A.1. Legal Organization Name
Preserve Vision Florida, Inc.

A.2. DBA (if applicable)
N/A

A.3. Legal Address
2240 Belleair Road Suite 265 CLEARWATER, FL 33764

PROJECT INFORMATION

A.4. Program Name/Project Title
Senior Vision Health

A.5. Summary - provide a brief summary of program and how funding would be utilized.
Senior Vision Health will provide vision screening for Pinellas County residents aged 55+, education about senior threats of vision loss, and provision of eye exams and glasses for those with no means to pay.

A.6. Physical Program Address
2240 Belleair Road Suite 265 CLEARWATER, FL 33764

A.7. Program Manager First Name
Joanne

A.8. Program Manager Last Name
Lighter

A.9. Program Manager Title
President & CEO

A.10. Program Manager Email
jlighter@pvfla.org

A.11. Program Manager Phone Number

APPLICATION CONTACT INFORMATION

A.19. First Name
Joanne

A.20. Last Name
Lighter

A.21. Contact Person/Title
Joanne Lighter, President & CEO

A.22. Contact Email
jlighter@pvfla.org

A.23. Telephone
7275425351

A.24. Executive Officer with signing authority First Name
Joanne

A.25. Executive Officer with signing authority Last Name
Lighter

A.26. Executive Officer Title
President & CEO

A.27. Executive Officer Email
jlighter@pvfla.org

A.28. Executive Officer Phone Number
(727) 542-5351

(727) 542-5351

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
$99,500.00

A.15. Taxpayer/Employer ID
59-6181662

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

A.17. Date of incorporation in Florida
01/01/1957

A.18. Date of 501(c)(3) Status
06/17/2016

B. Organization Profile

Completed by jlighter@pvfla.org on 4/4/2025 7:40 AM

Case Id: 19053
Name: Preserve Vision Florida, 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.
Preserve Vision Florida's mission and purpose align strongly with the funding priority of Supporting Services for an Aging Population. The goal of Preserve Vision Florida's (PVF) project is to provide critical vision services for adults age 55+ who are at risk at losing eyesight through any of the following factors: 1) age-related vision loss such as development of cataracts; (2) disease-related vision loss such as complications of diabetes or hypertension; racial or ethnic predisposition vision loss of increased risk of blindness; or 4) lack of access to care be it financial, geographic, or isolation causes. Celebrating 68 years of service. Preserve Vision Florida (PVF) is a 501(c)(3) corporation, established in 1957 by Mildred Baynard of St. Petersburg. Our mission is to promote healthy vision through public health vision screenings, eye health education, direct vision medical care, and vision health advocacy. PVF has a proven track record of providing care to adults and children in a multitude of community settings. During this year we will screen over 18,000 individuals, providing an estimated 4,000+ with medical eye examinations and glasses. Preserve Vision Florida accomplishes it mission through solid community partnerships that give each individual served a vision of their own bright future. PVF also promotes vision health and safety including industrial and sports risks, and links chronic eye disease cases with on-going medications. PVF does this work through a certified staff of screeners who provide services in Hillsborough, Pinellas, DeSoto, Orange, and Polk Counties. Our expertise in vision health for all ages and stages of life reflects our decades of endeavor. Our founder worked with Pinellas ophthalmologists to create expert screening methodologies that we continue to hone as new technologies and treatments become available. PVF services are grounded in certified services with numerous medical partnerships that provide services to those in greatest need. We propose to provide services for seniors aged 55+. An estimated 75% of all adults aged 40+ require some level of vision correction at minimum. PVF is expert in public health education, screening, and participant connection for services and ongoing medical needs for senior vision. Preserve Vision Florida has decades of experience and multiple Pinellas County partnerships with physicians, optical providers, and community screening site partnerships that will support the proposed project from day one.

B.2. Describe your board membership and how the board is reflective of the target population.
The Board of Governors has ten members, with Board membership ranging from six years to 30 years of voluntary service. As demonstrated through this profile, they bring a world of experience in vision services – medical, technology, insurance – as well as knowledge of Pinellas County. Their dedicated service over many years has guided PVF to target services to those who have the least access to vision medical services. They link us to the community through multiple relationships and partnerships. Board profile: Six Board members are long-term residents of Pinellas County, two reside in Hillsborough; one in Orlando; and one in North Carolina. Gender: four females and six males; one African American, one Hispanic, one Middle Eastern, and seven Caucasians. Age range: six members are 65 or older, with four ranging from mid-40s to early 60s. Members provide expertise in vision healthcare: Areas of expertise: Board certified ophthalmologist, two industry experts including a researcher and innovator in vision technology; public health, and an expert in vision health insurance coverage including Medicaid and Medicare. Other Board members add expertise in senior services as well as banking, community philanthropy, and legal matters.

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

Preserve Vision Florida has decades of experience in providing vision health services and education. In the last five years, PVF has screened over 60,000 children and adults. During this current year, PVF will provide almost 800 comprehensive vision screening events in a myriad of community settings, serving 18,000 children and adults. We will manage 4,000 referrals for medical care to ensure the individual receives an eye exam and glasses or specialist eye care. Our team provides five monthly adult vision screenings for Pinellas Health Care Plan participants at Pinellas Health Department clinics. Services include screening for visual acuity (near- and far-sightedness). Last year, PVF screened over 600 adults, assessing for vision loss factors with a 96% referral rate. Through a partnership with Eye Doctor's Optical Outlet, the referred individuals receive a dilated eye examination and glasses. PVF also provides like services to 1,600 parents in Hillsborough County.. Through this partnership with the Pinellas Health Department, PVF has screened over 8,000 participants, with a referral rate of 95%. This continued our work with adults spans all age ranges and economic circumstances. For instance, from 2010-2014, PVF screened 12,000 adults in Tampa Bay through Salvation Army, Health Departments, homeless and domestic violence services, and community centers, helping thousands regain employment, undertake training, secure driver's licenses, and maintain independence.

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

Preserve Vision Florida has the program expertise to begin the project on October 1, 2025 with the following steps. Our VP of Program/COO will complete the search for a full-time Project Manager who will coordinate and oversee the activities of the Program, working with a part-time Vision Health Associate to fulfill the project activities, reporting, and quality initiative. August 2025 Award notification confirmed. PVF will recruit a full-time project manager to implement activities. While that is taking place, PVF VP of Program/COO and current staff will secure early screening sites for initial activities. October 2025 Finalize full-time project manager and part-time screener Train individuals in screening methodology. Develop and finalize materials including registration form, referral packet Print registration forms, informational packets Print materials concerning major eye diseases Secure materials for distribution to participants Create database for participant data Establish referral arrangements for eye examinations/glasses Host 4 screening events November Secure 10 screening sites for November-December activities Hold screening events Provide referrals Case manage referrals, including appointments, transportation Contact referred individuals after completion of medical appointment for follow-up Initiate follow-up survey with each screening site Monthly reports, process analysis Monthly billing December 2025 - August 2026 Schedule screening sites Hold screening and vision educational events Provide referrals Case manage referrals, appointments, transportation Complete follow-up calls with participants Complete screening site survey September 2026 Finalize screening activities Initiate final reporting and analysis

C. Community Needs

Completed by jlighter@pvfla.org on 4/4/2025 7:48 AM

Case Id: 19053
Name: Preserve Vision Florida, 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.
Vision loss is the single most prevalent disability experienced by adults, with 75% requiring some level of vision correction by age 40. Eye exams and glasses are too often sacrificed in favor of more pressing daily or medical needs. Overlooked as an essential health issue, eye disease can lead to low vision or blindness which profoundly changes a person's life, affecting the ability to read, drive, function socially, and to live independently. In medically deprived populations, people of color have genetically higher risks of low vision and blindness due to elevated predisposition to hypertension, high cholesterol, and diabetes which trebles the risk of blindness; smoking doubles that risk even more. Ultimately, the societal cost of severe vision loss or blindness is in social services, not medical expense. 2017 cost estimates for the U.S. economic burden of vision loss and blindness are a total of $134 billion annually, including medical, nursing home, and supportive services of $98.7 billion and absenteeism and informal care of $35.5 billion. As adults age, vision can become more fragile and compromised by a number of health factors. These conditions can lead to low vision or blindness if not diagnosed and treated in a timely manner. Vision issues can be caused or exacerbated by medical condition of diabetes, elevated cholesterol, and hypertension. Most prevalent: A cataract is a clouding of the lens in the eye that affects vision, with most related to aging. Diabetic retinopathy is a complication of diabetes, causing a swelling in the area of the retina, the light-sensing nerve tissue at the back of the eye called the macula. This is a leading cause of blindness among working-age adults. Glaucoma is characterized by the loss of periphery vision that can progress to complete vision loss without treatment. Macular degeneration is the leading cause of severe, irreversible vision loss in people over age 60. It occurs when the small central portion of the retina, known as the macula, deteriorates. Symptoms include blurred or distorted central vision, blind spots in the center of vision, difficulty seeing in dim light, and possible inability to recognize faces or read small print. Further, vision issues are more prevalent among specific races and ethnicities, and smoking adds to the risk. African Americans are more likely than Caucasians to develop cataracts, and up to five times more likely to develop blindness. They are also five times more likely to develop glaucoma, and four times more likely to suffer blindness from it as a result. Asian Americans are more likely to develop angle-closure glaucoma, caused by rapid or sudden increases in pressure inside the eye. Caucasians are at high risk of cataracts from extended exposure to UV rays from the sun. Hispanics develop cataracts at three times greater rate as the leading cause of visual impairment. Among Hispanics, open-angle glaucoma is the most common cause of blindness.

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.
Preserve Vision Florida's experience with the Pinellas Health Department during from October 2023-September 2024 demonstrates the need: 520 total adults screened 232 age 55+ 227 referred for eye exam and glasses Demographics of the 232 participants (age 55+) 133 Female 99 Male 8 American Indian, Asian 56 African American 21 Two or more races 147 White Community Health Disparity was assessed and published by Bayfront Medical Center in partnership with the Foundation for a Health St. Petersburg. In that report, Conduent's Health Equity Index estimates areas of high socioeconomic need, which are correlated with poor health outcomes. Zip codes of highest need: North Pinellas 34689 Clearwater 33755, 33756, 33760, 33764, 33765 Largo 33771 Pinellas Park 33781 St. Petersburg 33705, 33709, 33711, 33712, 33714 Preserve Vision Florida's data from screenings with the Department of Health confirm these

concentrations of need and services provided. In addition, PVF has served a significant number of individuals through homeless and addiction/recovery services in these geographic areas. According to the Rotterdam Study published in JAMA: “The prevalence of blindness, according to World Health Organization criteria, ranged from 0.1% in subjects aged 55 to 64 years to 3.9% in subjects aged 85 years or older; the prevalence of visual impairment ranged from 0.1% to 11.8%. For persons younger than 75 years, myopic degeneration and optic neuropathy were the most important causes of impaired vision. For persons aged 75 years or older, age-related macular degeneration was the major cause of the increased prevalence of blindness, whereas age-related cataract predominantly caused the increased prevalence of visual impairment. The hierarchy of causes of blindness and visual impairment is highly determined by age. As yet, little can be done to reduce the exponential increase of blindness; however, adequate implementation of surgery to treat cataract could reduce visual impairment by one third. Underuse of ophthalmologic care is a prominent cause of the high frequency of untreated cataracts among the elderly. BLINDNESS IS the functional end stage of many eye disorders.” Projections for Pinellas County among seniors aged 65+ based on Rotterdam Study: Population of Pinellas County = 965,870 July 2024 census 27% Aged 65 260,7850 1% =2,608 up to age 64 3.9% = 101,706 up to age 85+ Pinellas Vision At-Risk Populations Total population 36,703 3.8% Asian 105,280 10.9% Black only 110,109 11.4% Hispanic 793,945 82.2% White only 109,143 11.3% Persons in poverty 125,563 13.0% Persons without healthcare under age 65

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 program would expand Preserve Vision Florida’s capacity to serve seniors age 55+ by enhancing availability of services to individuals who are not currently enrolled in or eligible for the Pinellas Health Plan. While we currently screen at five Pinellas Health Department clinics monthly, current outreach efforts are concentrated on that population. By expanding Pinellas outreach to individuals age 55+ through numerous community locations and marketing efforts, Preserve Vision Florida will be able to serve an estimated 1,500 individuals. This would also enhance PVF’s ability to provide vision education to a vulnerable population. By learning about vision loss risks, seniors can become proactive in seeking and monitoring their own vision for symptoms of increasingly limited vision or the phenomenon of experiencing wavy lines that will prompt them to seek professional care. PVF staff will always be available to answer questions through our information telephone line, website, and personal calls. Based on raw census data concerning uninsured and our experience with the Pinellas Department of Health, PVF estimates that there are thousands of individuals age 55+ who do not have access to vision services. The reasons are inability to pay, a fear of cost of eye exams and glasses, and lack of understanding of the importance of maintaining vision health as one ages. The threats are exponentially increased with the high percentage of diabetics in the age group, as well as those experiencing hypertension. The addition of racial health disparities heightens the severity of underserved individuals who could benefit from this service, particularly given the rise in the cost of living. Recent report from SmartAsset cited 38.3% cost-of-living increase for seniors in Tampa Bay over past decade.

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

☑ **Outcomes/Utilization/Success**

FY24 SAF Outcomes and Goals Template.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.
We are not aware of any county-wide vision screening program in Pinellas other than the Department of Health. Preserve Vision Florida does partner with community health outreach programs for children at the Neighborhood Family Centers, and will coordinate to add vision screenings for seniors.

Please upload Collaborative Letter

☐ **Collaborative Letter**

***No files uploaded*

D. Scope of Services

Completed by jlighter@pvfla.org on 4/4/2025 9:55 AM

Case Id: 19053
Name: Preserve Vision Florida, 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.
Preserve Vision Florida provide vision screening and case management for medical services for up to 1,500 seniors age 55+. Program Manager, Vision Health Associate, consultation with PVF's VP of Program/COO and the President & CEO. Detect limitations to sight through certified vision screenings and medical care that will include key activities, depending on the individual's need. 1) Vision screening for 1,500 individuals and vision education for 600 (within the 1,500-screening population) to be provided in community locations as specified above. Bilingual PVF staff with screening events offered weekdays, weekends, days/evenings. 2) Provide reading glasses; provide sunglasses for UV ray protection. 3) Educational sessions on senior eye health include pre- and post-test to establish knowledge acquisition. 4) Provide vision health educational materials reflective of health survey completed by participant 5) PVF staff case management and facilitation of optometry and ophthalmologic services, linkage to coverage, and provision of free medical services for those with no coverage. 6) Confirmation of services received will be verified by physician and optical retailer. 7) Survey completed with each person served. Agency services include the following: !) Recruitment of screening sites and coordination of screening event. 2) Marketing the event in conjunction with the site – website calendar, social media promotion 4) Data collection for reporting. Evidence-based practice: Preserve Vision Florida adheres to the vision screening protocols established by Prevent Blindness America. Protocols developed by PVF through thousands of screenings. Data collection is maintained for all participants. Use of state-of-the-art technology including visual acuity measurement with Optec 5000, and screening for field of vision limitation/degeneration with Field Testing digital goggles. Relationship with Optical Outlet, local optometrists, ophthalmologists established 30 years.

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?
Personnel $66,028: Full-time Project Manager, Part-time (32 hours) Vision Health Associate Operational Expense $2,000 two laptops and printers $19,125 Eye exams and glasses for 225 participants with no coverage $229 Postage $600 Printing: forms, educational materials $600 Office supplies @ $50/month $4,416 Office Rent: shared space with Clearwater office $1,462 Participant Expense: sunglasses, reading glasses $2,040 Travel within Pinellas County $3,000 Rental of field screening equipment This request supplements additional Program funding of $73,884 from other sources plus $50,000 of in-kind value for eye exams and glasses (retail value). Additional funds will provide: Personnel $9,000 President & CEO $9,852 VP of Program/COO $6864 internal Bookkeeper Operational Expense $4,800 CPA $3,600 Technology Support

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.
Five to ten screening locations will offer services on a monthly or quarterly basis – these could include senior centers,

Neighborhood Family Centers. Most screening locations will be a one-time event. For all, case management will be provided to those referred for medical services on an individualized basis until the case is completed and closed. Frequency: Average of two-three screening events per week in community 12-month duration or until 1,500 clients served

D.4. What is the target population and eligibility criteria for the program?
Target population: seniors age 55+ Eligibility criteria: For screening: None For financial assistance to receive medical exam/glasses: No insurance coverage, not eligible for Pinellas Health Plan

D.5. Provide the geographic service area(s) and hours and days for the program during contract period.
Preserve Vision Florida will provide services on-site at various locations in the community, not at a central location. Potential partners: Senior centers, houses of worship, community centers, senior living facilities (apartments, ACLF's), free clinics Hours and days: Offer weekdays and weekends, daytime and evenings as target population available Particular concentration in these zip codes: North Pinellas 34689 Clearwater 33755, 33756, 33760, 33764, 33765 Largo 33771 Pinellas Park 33781 St. Petersburg 33705, 33709, 33711, 33712, 33714

D.6. Describe the program staff, including qualifications, expertise, and credentials, if required.
Joanne Lighter, President & CEO, will spearhead establishing key partnerships with senior-serving organizations and maintain the administrative, financial, and marketing aspects of the project. She has served as CEO for 12 years, following a career in public health, grantmaker, and nonprofit administration, having served as CEO of four major Tampa Bay nonprofits. Bachelor's degree. Jennifer Whittington, Vice President of Program/COO, will hire, train, and evaluate the Senior Vision Services Manager as well as the Vision Health Associate. She will provide senior vision educational sessions as needed. Served PVF for 19 years; she previously worked at the Crisis Center. She is responsible for all aspects of the Vision Program, hiring, certifying staff; develops/maintains key partner relationships; oversees outcomes for all grant programs. Jennifer manages three Program Managers, holds a bachelor's degree, certified by Prevent Blindness America. Senior Vision Services Manager will manage day-to-day execution of the project, establish protocols, develop and oversee production of materials, set up and maintain database, coordinate referral case management and file maintenance. Will provide vision education presentations and direct screening activities, health assessment, and referrals. Qualifications include a bachelor's degree, 3-5 years of public health or social services experience, and the ability to manage project details. Database experience, bilingual English Spanish reading and spoken ability preferred. Full-time position. Vision Health Associate will be trained in senior vision screening and health assessment. Team member will work at the direction of the Senior Vision Services Manager. Qualifications include an associate's degree or work equivalent, two to three years of work experience in public health or social services. Database experience, bilingual English Spanish reading and spoken ability required. Part-time position up to 32 hours weekly.

E. Program Outcomes and Goals

Completed by jlighter@pvfla.org on 4/4/2025 8:20 AM

Case Id: 19053
Name: Preserve Vision Florida, 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 - Preserve Vision Florida.docx

E.2. What information will be collected to demonstrate program success?
Number of screening sites Frequency of screening at each site Number of unduplicated individuals: Screened Referred Completed eye exam/glasses Completed service survey Demographic Information: Name Address Telephone E-mail Date of birth Race/Ethnicity Screening date Screening location Referral Yes/No Reading glasses provided Date of eye exam Glasses received Medical considerations: Eye injury Currently wearing glasses Diabetic High cholesterol Hypertension Smoking status Living with smoker Special 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)
Client/individual data is collected from the participant at the time of registration for a screening or vision education session. Paper registration form. Ongoing basis: Data is entered to Excel spreadsheet with independent fields for each item Weekly: Data is reviewed with updates to participant information added (completion of eye exam, etc.)

F. Budget

Completed by jlighter@pvfla.org on 4/4/2025 8:48 AM

Case Id: 19053
Name: Preserve Vision Florida, 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.
$1,605,557.00

F.2. Total Program budget. Amount currently allocated to fund the program with the requested Social Action Funding.
$173,384.92

F.3. Total Pinellas County Social Action Funding request.
$99,500.00

F.4. What percentage of the program budget will be funded with Pinellas County Social Action Funding?
53.40%

F.5. What other funders also financially support this program? To include the amount of funding and what those funds are used for.
$30,000.00 Person of Vision Dinner - individual, corporate donors $43,884.92 Voluntary contributions through state of Florida driver's license and auto tag renewal, Bikers Care distribution $50,000.00 Eye Doctor's Optical Outlets - retail value eye exams/glasses above charge to PVF

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.
Preserve Vision Florida will seek funding from foundations and corporations, as well as individual donors. Funds will also be available through the Voluntary Contribution Program from the state of Florida.

F.8. Please download and complete the Annual Budget form.

☑ **Annual Budget Narrative *Required**
Copy of FY26 Annual Budget Report - Preserve Vision Florida.xlsx

G. Required Documents

Completed by jlighter@pvfla.org on 4/4/2025 1:34 PM

Case Id: 19053
Name: Preserve Vision Florida, 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 Preserve Vision Florida.pdf

☑ **Proof of incorporation in the State of Florida for at least one (1) year Save as Incorporation Agency name *Required**
Incorporation - Preserve Vision 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 - Preserve Vision Florida.pdf

☑ **W-9 with legal name which matches that of applicant name Save as W9 Agency name *Required**
W-9 - Preserve Vision Florida.pdf

☑ **Current Certificate of Insurance Save as Insurance Agency Name *Required**
Insurance - Preserve Vision Florida.pdf
Insurance - Preserve Vision Florida.pdf

☑ **Completed Internal Control Checklist Save as Internal Control Checklist Agency name *Required**
Internal Control Checklist - Preserve Vision Florida.pdf
Internal Control Checklist - Preserve Vision Florida.pdf

☑ **Annual Budget Report Save as Annual Budget Agency name *Required**

Annual Budget - Preserve Vision Florida.pdf

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

FY24 SAF Outcomes and Goals - Preserve Vision Florida.docx

☑ **Current state licenses or registrations**

Charitable Solicitation Renewal - Preserve Vision Florida.pdf
Charitable Solicitation Renewal - Preserve Vision Florida.pdf

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

Org Chart - Preserve Vision Florida.pdf

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

Job Descriptions - Preserve Vision 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 - Preserve Vision Florida.pdf
Data Control Questionnaire - Preserve Vision Florida.pdf

☑ **HS E-Verify Affidavit Save as Everify Agency name *Required**

E-Verify - Preserve Vision Florida.pdf
E-Verify - Preserve Vision Florida.pdf

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

Board Members - Preserve Vision Florida.pdf

Board Members - Preserve Vision Florida.pdf

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

***No files uploaded*

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

Human Trafficking - Preserve Vision Florida.pdf

Human Trafficking - Preserve Vision Florida.pdf

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

Travel Policy - Preserve Vision Florida.pdf

Travel Policy - Preserve Vision Florida.pdf

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

Conflict of Interest Form & Policy Statement - Preserve Vision Florida.pdf

Conflict of Interest Form & Policy Statement - Preserve Vision Florida.pdf

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

***No files uploaded*

Submit

Completed by jlighter@pvfla.org on 4/4/2025 1:53 PM

Case Id: 19053
Name: Preserve Vision Florida, 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
Joanne Lighter
Electronically signed by jlighter@pvfla.org on 4/4/2025 1:52 PM

Date Submitted
04/04/2025

Program Description

Completed by vlisbon.bcf@gmail.com on 3/29/2025 3:49 PM

Case Id: 19054
Name: Bethel Community Foundation, Inc.
Address: *No Address Assigned

Program Description

Please provide the following information.

Pinellas County
BOARD OF COUNTY COMMISSIONERS

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 vlisbon.bcf@gmail.com on 3/29/2025 3:51 PM

Case Id: 19054
Name: Bethel Community Foundation, 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 vlisbon.bcf@gmail.com on 4/2/2025 10:31 AM

Case Id: 19054
Name: Bethel Community Foundation, Inc.
Address: *No Address Assigned

A. Agency Information

Please provide the following information.

LEGAL AGENCY INFORMATION (FOR CONTRACT)

A.1. Legal Organization Name
Bethel Community Foundation

A.2. DBA (if applicable)

A.3. Legal Address
2901 54th Avenue S. St. Petersburg, FL 33712

PROJECT INFORMATION

A.4. Program Name/Project Title
Truancy Intervention Program Services (TIPS)

A.5. Summary - provide a brief summary of program and how funding would be utilized.
Intervention and support services will be provide for habitually truant students ages 8 - 17.

A.6. Physical Program Address
2901 54th Avenue S. St. Petersburg, FL 33712

A.7. Program Manager First Name
Vincent

A.8. Program Manager Last Name
Lisbon

A.9. Program Manager Title
Executive Director

A.10. Program Manager Email
vlisbon.bcf@gmail.com

A.11. Program Manager Phone Number
(727) 866-2747

APPLICATION CONTACT INFORMATION

A.19. First Name
Vincent

A.20. Last Name
Lisbon

A.21. Contact Person/Title
Executive Director

A.22. Contact Email
vlisbon.bcf@gmail.com

A.23. Telephone
7278662747

A.24. Executive Officer with signing authority First Name
Vincent

A.25. Executive Officer with signing authority Last Name
Lisbon

A.26. Executive Officer Title
Executive Director

A.27. Executive Officer Email
vlisbon.bcf@gmail.com

A.28. Executive Officer Phone Number
(727) 866-2747

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
$55,000.00

A.15. Taxpayer/Employer ID
59-3391995

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

A.17. Date of incorporation in Florida
10/08/1996

A.18. Date of 501(c)(3) Status
02/26/1999

B. Organization Profile

Completed by vlisbon.bcf@gmail.com on 3/31/2025 3:20 PM

Case Id: 19054
Name: Bethel Community Foundation, 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.
Bethel Community Foundation's (BCF) mission aligns with the County's priority to provide human services to disadvantaged residents. Specifically, BCF's mission is to provide human services that strengthens a family's wellness - emotionally, physically and spiritually. The purpose of the organization is to deliver specialized mentoring services and life skills training to youth in crisis while addressing generational issues with their parents. BCF's purpose focuses on creating both positive short and long- term impacts on the entire community by ensuring at-risk youth are given suitable services with dignity and respect. Understanding the importance of how a quality education impacts a young person's life, BCF has focused its services on both increasing positive educational outcomes and decreasing juvenile justice system involvement within Pinellas County. As mentioned earlier, BCF strives for short-term impacts. These impacts are accomplished by providing services that are designed to increase school attendance, increase community graduation rates and decrease juvenile justice system involvement. Long-term impacts are achieved by promoting productive community citizens who are well rounded and confident in pursuing their life goals. The philosophy that drives BCF's programmatic purpose is one crafted from a prevention model of strategies based upon teaching families, including parents and children, replacement skills that generate substitute behaviors necessary for successful outcomes within the family, as a unit, and parents and children as individuals. Juvenile Welfare Board's Publication Snapshots: Pinellas Children and Families 2005, page 14, offers support to this strategy. Rolf Loeber and David P. Farrington are quoted as follows: "...disrupting early patterns of anti-social behavior and negative peer support is a promising strategy for the prevention of violence and serious delinquency." In this regard, BCF adheres to its mission and purpose by offering Truancy Intervention Program Services (TIPS) that addresses the root of the youth's habitual school delinquency while providing specialized motivational youth mentoring and empowering parent coaching designed to provide alternatives to negative behavioral patterns for the entire family unit.

B.2. Describe your board membership and how the board is reflective of the target population.
Bethel Community Foundation is fortunate to have board members that have both served the community's youth and is reflective of the target population. BCF's board consists of five members. Two members are retired Pinellas County school teachers, two members are retired Pinellas County social workers (one school related) and one member is a retired Pinellas County school principal. All five board members currently reside in the program's targeted zip code area and graduated from Pinellas County public schools. Additionally, three members were part of the initial group of volunteers that spearheaded the organization's 1998 initiative to be more responsive to the needs of disadvantaged Pinellas County youth and are key community stakeholders in exploring strategies to combating juvenile school truancy in the Pinellas County school system.

B.3. Explain the organization's experience relevant to the proposed priority area.
Bethel Community Foundation has over 25 years experience relevant to providing human services for disadvantaged youth. BCF established its initial community services program in 1998. Not recognizing encouragement for neighborhood scholastic achievement, an army of volunteers mentored, tutored, and sponsored field trips for children in need within the community. From this humble beginning, BCF was able to expand services with funding in 2001 from the

Department of Health to provide outreach and case management to pregnant African-American young women. In 2002, BCF received Neighborhood Accountability Board funding through the State Department of Juvenile Justice Prevention and Victim Services. In 2004, BCF became the first Florida community-based agency to subcontract with a DJJ CINS/FINS provider to provide case management to high delinquency zip codes. In 2011, Pinellas County's Juvenile Welfare Board awarded BCF funding to expand its services to include the only Truancy Drop-Off Center in Pinellas County. Since 2002, BCF has provided services to over 1,800 youth and families. The cornerstone of BCF's program success, and capacity to deliver services, is driven by a team of five bachelor level Navigators. Each Navigator has at least five years experience working with at-risk youth and possess backgrounds in understanding youth development, how to identify signs of depression or anxiety and how to help youth resolve ambivalent feelings that lead to poor decision making.

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

Due to Bethel Community Foundation staff's direct contact with youth, the onboarding process usually takes three weeks to complete. After interviewing all candidates who meet the education and work experience criteria, the selected candidate is required to complete a virtual pre-employment test (HR Avatar). This pre-assessment test is designed to measure the applicant's suitability for the desired position of working with at-risk youth. Once the HR Avatar assessment has been satisfactorily completed, the potential candidate must then complete a Level 2 background screening consisting of fingerprinting, criminal history acknowledgement and E-verify confirmation. The Level 2 screening grants BCF staff the ability to visit students at their attending school. With SAF funding secured last year, the program implementation timeline will proceed without delay, as the current Truancy Intervention Program Services staff (Navigators) are ready to deliver services.

C. Community Needs

Completed by vlisbon.bcf@gmail.com on 4/2/2025 10:39 AM

Case Id: 19054
Name: Bethel Community Foundation, 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.
School truancy represents a serious issue deserving attention in communities across Pinellas County. Most often treated as a disciplinary problem, serious attention to the underlying causes of truancy is usually given after the youth's absence from school becomes frequent or chronic. According to the Department of Juvenile Justice, truant youth are at considerable risk of continuing their troubled behavior in school, experiencing psychosocial difficulties, and entering the juvenile justice system. Recently, Bethel Community Foundation's Director participated in a local news segment focusing on this very issue. The segment identified the truancy problem felt in all counties across the State and the unfortunate higher retention rates associated with those students who are habitually truant. Understanding the importance of how a quality education impacts a young person's life, BCF has focused its services on both increasing positive educational outcomes and decreasing juvenile justice system involvement within Pinellas County. By aligning with the County's focus on education programs for disadvantaged populations, the most identifiable value the TIPS program brings to the community is offering services that improves student school attendance, academic achievement, discipline and ultimately higher graduation success rates. Since the program's inception, TIPS has assisted 125 - 150 students each school year in improving attendance and developing resiliency skills to cope with daily obstacles. However, the impact of the program on the community is just as significant as the value. This is evidenced by referrals received from the Juvenile Arbitration Program. This allows prevention and intervention services for youth who are in danger of participating in more serious crimes, thus making the community safer and deterring the youth from DJJ involvement. Referrals made by the St. Petersburg Police Department also allows for these same types of services for youth who are displaying ungovernable behaviors. Juvenile Justice Department statistics show that teens who skip school are at a higher rate to commit crimes such as breaking and entering, vandalism and property theft versus those who attend school regularly. Unfortunately, these are crimes that continue to negatively impact the community where our agency is located. In response to this community issue, Bethel Community Foundation established the only Truancy Drop-Off Center in Pinellas County. More specifically, when a truant is located outside of school campus during school hours, St. Pete police officers transports the youth to our Drop-Off Center for processing. During processing, TIPS Navigators complete an assessment with the youth to identify possible causes of truancy then meet with the parent(s) upon youth's pick up to discuss how TIPS can be of assistance. During the exit meeting, parents often express feelings of relief that there is a community resource available for this need.

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 Florida Department of Education, Pinellas County high school graduation rates vary by attendance and absenteeism. Among students in the 12th grade, those with attendance rates of 90% or above had a graduation rate of 98% while those with attendance rates below 90% graduated at a rate of 70%, a staggering difference of 28 percentage points. Statistics also showed Pinellas County reported 29% of students enrolled 10 or more days were absent 10% or more this school year. The truancy problem is also felt in the County's Truancy Court system. According to data from the Pinellas County School Portal system (FOCUS), over 500 students are considered truant. Unfortunately, Truancy Court could hear only 125 cases of those cases during the school year. BCF's Truancy Intervention Program Services (TIPS)

seeks to provide case management and support services to increase school attendance by identifying and addressing risk factors that directly impact habitual truancy. Specifically, TIPS is a specialized youth mentoring program designed to work with truants identified by law enforcement, school staff, Truancy Court, Juvenile Arbitration Diversion programs, help hotlines, parents, or other community sources. There are no waiting lists for services as BCF employs five Navigators dedicated to the referrals received for the TIPS program. However, due to the aforementioned waiting list/overflow of students waiting to be summoned to truancy court, BCF is applying for Social Action Funding to retain an additional Navigator to include services for those families who have yet to be summoned. Additionally, The Florida Department of Juvenile Justice (DJJ) statistics show that truancy has devastating affects on both the student and the community. The short-term affects are an increase in delinquent, criminal and gang activity. Through an ongoing collaboration with Pinellas County's Juvenile Arbitration Program, many TIPS participants are teens who received a Civil Citation which diverts first time misdemeanants from formal arrest. This effort has proven to create a safer community and save tax dollars because youths are not processed through the judicial system. DJJ also documented long-term effects of habitual truancy to include poor mental and physical health, the continuance of family poverty as a result of increased school drop out rates and a high risk of addiction and incarceration. Bethel Community Foundation offers services throughout Pinellas County, but targets services in some of Pinellas County's highest crime zip codes, including 33705, 33709, 33710, 33711, 33712, 33713 and 33714. Similarly, those same zip codes represents some of the highest habitual truancy rates in the County. Additional capacity is critical to reach students throughout the County who are both ordered into a diversion program and those not summoned to Truancy Court.

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?
BCF's Truancy Intervention Program Services is seeking to expand its capacity. Currently, only Family Resources, Inc. offers services comparable to the TIPS program. Both BCF and Family Resources are the lone non-profit collaborative partners on an Interagency Agreement with the Pinellas County Schools Superintendent designed to address habitual truancy. Other partners include the Department of Children and Family Services, Department of Juvenile Justice, 6th Judicial Circuit State Attorney and Administrative Office of the Clerk of Court. Throughout the school year, each partner receives a docket for Truancy Court from the Attendance Specialist. These students have been identified as habitually truant in a 30 day period. During Truancy Court, the Judge attempts to identify barriers to school attendance and cases are assigned by the Attendance Specialist for those requiring additional support. Family Resources has one case manager assigned for these such cases while Bethel Community Foundation has five. Due to a high volume of habitual truancy cases this year, Truancy Court has capped the number of cases to be heard. According to the Florida Department of Education, nearly 20% of Pinellas County students missed 21 or more days of school this year. This means over 500 Pinellas County habitually truant students will not be summoned to Court and will not be referred to services that could positively impact their education. While Family Resources focuses more on the much needed residential shelter component, Bethel Community Foundation is solely focused on addressing the before mentioned unserved truancy cases in Pinellas County. The TIPS program seeks to expand specialized case management delivery for purposes of creating a personal developmental relationship with youth designed to increase successful educational outcomes and address the backlog of truancy cases not summoned to court. With additional funding, it is estimated that an additional 50 - 75 families will receive truancy intervention services. Having received Social Action Funding last year, BCF is respectively submitting a FY 25-26 application for the continuation of funding. In order to secure alternate funding for this expansion, BCF's Board of Directors formed an ad hoc subcommittee to identify other potential funding sources,

such as grants (Blue Cross Blue Shield), sponsorships, donations and partnerships. Efforts have also been made to connect with potential donors, stakeholders, and collaborators through networking conferences. Thanks to private donations, BCF has successfully secured funds to cover the fringe benefits costs associated with this position, enabling the request for salary funding alone in this application.

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

☑ **Outcomes/Utilization/Success**

FN-DJJ Feb. 2025 BCF Report Card (School Attendance Follow-Up).pdf
SAF FY 24-25 BCF Outcomes Report (Quarter 2).pdf
JWB FY25 BCF Parent Interview Results.pdf
JWB FY24 BCF Performance Measure Results (School Absences).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.
Realizing it takes a whole village to change the lives of youth and families we serve, Bethel Community Foundation participates in a community-wide network dedicated to youth and family wellness. Existing community programs are vital to the TIPS program when psychosocial issues are identified as the root cause of truancy and delinquency. To ensure these needs are met, BCF has established a long-standing partnership with New Vision Behavioral Health to offer TIPS participants short-term individual/family counseling, mental health evaluations, substance abuse counseling and active parenting classes. Additionally, TIPS participants are offered anger management classes involving both the youth and parent completing these classes together as a family unit. All therapeutic related services are paid by BCF with the agreement that services are provided within (14) business days of referral submission. These therapeutic services are essential in ensuring all root causes of the youth's ungovernable behaviors are addressed immediately after BCF's assessment. BCF also coordinates with Pinellas County's Juvenile Arbitration Program, Pinellas County Schools Truancy Court and the St. Petersburg Police Dept. The Juvenile Arbitration program coordinates with TIPS not just by being a source of referrals, but by requiring civil citation youth complete TIPS service plan goals before case closure. TIPS service completion is also a requirement of Truancy Court. In the event a TIPS assessment exposes significant mental health issues, such as suicidal ideations, an immediate referral for a full suicide assessment is completed for one of the existing programs; PEMHS, Suncoast, Directions for Living, Barnes Holistic Counseling, Caring Community Counseling. Additionally, when patterns of substance abuse are identified, families are connected to one of the following programs; Suncoast STEP, Westcare and Operation PAR. Family Resources is contacted when families are in need of respite due to sudden crisis. Lastly, TIPS has expanded its services to include a satellite office located in Midtown St Petersburg's Sanderlin Center. Coordination with the Sanderlin Center offers TIPS the opportunity to host community forums and parent support groups.

Please upload Collaborative Letter

☑ **Collaborative Letter**

PCSB Interagency Agreement.pdf
MOU - FSI Side Door.pdf
MOU - Gulf Coast JFCS - BCF.pdf
NVBH & BCF Signed Collaboration (10.01.24).docx

D. Scope of Services

Completed by vlisbon.bcf@gmail.com on 4/3/2025 1:15 PM

Case Id: 19054
Name: Bethel Community Foundation, 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.
According to the Department of Juvenile Justice, the best practice in addressing habitual truancy is to utilize a wellness approach of early identification, intervention and referral to community or school-based programs. Bethel Community Foundation's Truancy Intervention Program Services (TIPS) meets this criteria as an early intervention program designed to work with families where youth are beginning to exhibit crisis by presenting ungovernable behaviors. Usually, youth exhibit these behaviors by regularly skipping school, running away from home and drug/alcohol experimentation. TIPS provides families assistance to find solutions to reduce or eliminate behaviors that are related to truancy and delinquency. The program employs five Navigators to provide specialized case management services that include both motivational youth mentoring and empowering parent coaching. Families can receive services in their home, school, BCF offices or virtually. As a result of BCF's collaboration with Pinellas County Schools, TIPS Navigators are permitted to visit students on campus to ensure attendance and provide mentoring. Service eligibility is open to any Pinellas County student between the ages of 8 - 17 that is not on probation or an adjudicated dependent. All services are parent-friendly and include flexible evening and Saturday accommodations. Also, TIPS is designed to work with truants and/or delinquents identified by school personnel, law enforcement or juvenile diversion programs. Upon receipt of a referral, each parent is contacted to complete a telephone screening of the youth's presenting problems. Once the screening is complete, the family is contacted by a Navigator to complete an enrollment intake. This critical step involves meeting with the family to establish a rapport, gather pertinent information and complete both a Needs Assessment and Service Plan. Additional in-house services include counseling, anger management, parenting and youth resiliency classes.

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?
All Social Action Funding dollars will be used to pay an annual $55,000 salary for one full-time Navigator responsible for delivering direct services to habitually truant youth. This includes weekly youth mentoring, a major component of direct service delivery, involving Navigator contact with the youth for purposes of creating a personal developmental relationship and support system necessary to increase successful education outcomes. The mentoring is designed to occur on the school campus. However, when students are repeatedly truant the mentoring will necessarily occur at home, office, or any place in the community frequented by the youth. Each face-to-face contact with the youth generally lasts from 30 to 45 minutes depending on the issues being addressed. Similarly, direct services also involves bi-weekly parent coaching as an on- going educational and support relationship between the Navigator and parent. The purpose of parent coaching is to improve parent skills and increase confidence in managing their children to successful education and family functioning outcomes. TIPS also offers direct services by conducting weekly competency development classes designed to help youth make positive changes in their lives. These Youth Resiliency Classes are facilitated by a team of two Navigators weekly from 6 - 7 pm. The focus of these classes is to help youth develop effective strategies with

overcoming daily obstacles and barriers. This six week class utilizes the evidence based “Why Try Program” curriculum, developed by Christian Moore, where youth are taught how to use their own resilience breakthroughs in adverse situations as fuel to overcome life’s hardships. The curriculum features the “Why Try Game Plan” journal as the foundational map to teach youth empowering life skills designed to help youth make positive changes in their lives. Other direct services include the initial assessment and attending Truancy Court and Juvenile Diversion Program hearings with families. This funding request will serve as an ongoing supplement to the existing TIPS program, as SAF dollars are exclusively allocated to outreach services for habitually truant youth who have not yet been summoned to court, while other funding supports youth involved in both Truancy and CINS/FINS court.

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 TIPS program offers in-person weekly mentoring visits to youth at home, school, or office locations. Up to 50 youth will receive services each month, with durations ranging from 3 to 4 months or until all goals outlined in the Plan of Service are successfully completed.

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

The target population for TIPS is habitual truant and/or delinquent youth between the ages of 8 - 17 years old attending school in Pinellas County. Pinellas County Schools defines "habitual truant" as a student who has 15 or more unexcused absences within 90 calendar days with or without the knowledge or consent of the student's parent or guardian, and who is subject to compulsory school attendance. All participants must both reside and attend school in Pinellas County. Since TIPS is partially funded through the Department of Juvenile Justice's Florida Network of Youth and Family Services, participants are not eligible if they are on probation with the Department of Juvenile Justice or an adjudicated delinquent. Any minor who is found guilty of a crime is adjudged a delinquent minor and is ineligible for services. There are no family income restrictions associated with TIPS services.

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

The geographic service area for TIPS extends from the southern most area of St. Petersburg to 49th Street North and Roosevelt Blvd. in Clearwater. This enables TIPS Navigators to conduct school visits as far north as Clearwater's Bayside High School. TIPS is designed to target high risk zip codes, including 33705, 33709, 33710, 33711, 33712, 33713 and 33714. However, services are available to any Pinellas County family in need and no youth will be refused enrollment. Our data reports 95% of families enrolled in TIPS reside in the surrounding zip codes of 33712, mid-town and south St. Petersburg areas, with 5% residing in northern parts of the county (i.e. Pinellas Park, Largo, Seminole and Clearwater). When northern Pinellas County residents express difficulty with transportation to TIPS locations, Navigators are always willing to conduct home visits to ensure families needs are addressed. Bethel Community Foundation has two locations accessible to our target population. The Truancy Center is located on 54th Avenue South in St. Petersburg and accommodates five TIPS Navigators including a subcontracted Anger Management Specialist. This location is easily accessible by PSTA bus routes 90 and 11. The second location is at the James B. Sanderlin Family Center located on 22nd Avenue South in St. Petersburg. This location accommodates an alternative office space for Navigators and BCF's subcontracted Licensed Mental Health Counselor. The Sanderlin satellite site is easily accessible by PSTA bus route 23.

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

Bethel Community Foundation Navigators are the cornerstone of TIPS program success. Navigators are not only tasked with providing youth mentoring and parent coaching, but are also responsible for facilitating weekly Youth Resiliency Classes. Training is paramount in ensuring that each Navigator is both confident and comfortable before assuming job functions. Within 30 days of hire, each Navigator must complete Motivational Interview training provided by the Florida Network of Youth and Family Services. In this training, TIPS staff learn how to help youth resolve ambivalent feelings and insecurities to find the internal motivation they need to change problematic behavior patterns. Also, Navigators are

required to complete 24 hours of training annually that focus on the root causes of truancy. The TIPS program staff are as follows : Executive Director - Master's Degree in Social Work with over 25 years experience in working with at-risk youth including a 5 year supervisory tenure with the Dept. of Children and Families Child Protection Investigation program. Navigator #1 - Bachelor's Degree in Social Work with 15 years experience in working with at-risk youth including 5 years in a public school setting. Navigator #2 - Master's Degree in Human Services with 8 years experience in working with at-risk youth including 5 years in a home visiting program. Navigator #3 - Bachelor's Degree in Criminal Justice with 11 years experience in working with at-risk youth including 5 years in the juvenile justice system. Navigator #4 - Bachelor's Degree in Arts & Science with 6 years experience in working with at-risk youth including 3 years in a residential group home. Navigator #5 - Bachelor's Degree in Social Work with 13 years experience in working with at-risk youth including 6 years in a home visiting program. Program Specialist - Bachelor's Degree in Political Science with 16 years experience in data entry and conducting at-risk youth program screenings.

E. Program Outcomes and Goals

Completed by vlisbon.bcf@gmail.com on 3/31/2025 3:14 PM

Case Id: 19054
Name: Bethel Community Foundation, 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 Bethel Community Foundation.docx

E.2. What information will be collected to demonstrate program success?
BCF utilizes internal and external tools for assessing program success. Internally, the Executive Director conducts monthly Quality Assurance Reviews/Audit Reports to monitor and track progress of Service Plan goals. Additionally, participants are encouraged to complete a service satisfaction survey at the closure of each case. These surveys are vital in determining program success as families are given the opportunity to recommend program enhancements. Program success is also measured by the percentage of youth who graduate Truancy Court while enrolled in TIPS. Historically, BCF has assisted nearly 70% truancy court youth with successfully increasing classroom attendance and graduating from truancy court. Externally, TIPS is assessed through two annual monitoring visits from funding sources. The Juvenile Welfare Board and DJJ's Florida Network of Youth & Family Services each conducts programmatic monitoring visits. During these visits, each standard of the program is assessed and rated. Upon completion, BCF is informed of any recommendations for improvement and areas in which the program has demonstrated strengths and innovation. BCF's excellent reputation of providing quality services is supported by being awarded Florida Network's Best Care Provider in 2018 and 2022. All monitoring results are available for public view.

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/individual data is collected manually by the assigned Navigator from the family during the initial intake meeting. After intake completion, the Navigator submits the enrollment packet to the Program Specialist for data entry. The Program Specialist then enters all relevant information electronically into DJJ's data collection system. The Naval Education Training Management Information System (NetMIS) is the data collection system required to be used by all providers under DJJ's Florida Network of Youth & Family Services. Additionally, BCF's Office Manager electronically enters similar information during the same timeframe into Juvenile Welfare Board's required data collection system (Apricot). This ensures both accuracy of data collection and timely data entry for all funding sources.

Any data entry errors detected are reconciled with both funding sources at the beginning of each month.

F. Budget

Completed by vlisbon.bcf@gmail.com on 4/2/2025 12:20 PM

Case Id: 19054
Name: Bethel Community Foundation, 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.
$625,000.00

F.2. Total Program budget. Amount currently allocated to fund the program with the requested Social Action Funding.
$625,000.00

F.3. Total Pinellas County Social Action Funding request.
$55,000.00

F.4. What percentage of the program budget will be funded with Pinellas County Social Action Funding?
9.00%

F.5. What other funders also financially support this program? To include the amount of funding and what those funds are used for.
BCF's TIPS program is supported by two additional funding sources. This year, The Juvenile Welfare Board of Pinellas County (JWB) invested $419,000, and Florida Network of Youth and Family Services (via Dept. of Juvenile Justice) awarded $206,000, specifically for addressing Pinellas County's truancy issue. All funds are used for BCF's operating budget that includes the following: salaries, health and dental benefits, insurance policies, operating supplies, contractual services, local travel, rent, utilities, training and administrative costs. Please note, JWB and Florida Network do not fund the Navigator's salary for unsummoned truancy cases.

F.6. What other Pinellas County funding does the organization receive for any and all programs?
With the exception of last year's Social Action Funding award, The Juvenile Welfare Board of Pinellas County is BCF's lone county funding source.

F.7. Describe the organizations plan for financial and program sustainability beyond fiscal year 2026.
The program recently entered into its third 5-year contract with the Juvenile Welfare Board and has received annual funding through Florida Network Youth & Family Services/DJJ since 2002. BCF's Executive Director regularly explores funding opportunities that align with the agency's mission statement to address community needs related to disadvantaged youth. Also, BCF's Board of Directors organizes annual fund raising events, as well as donation solicitation, for direct care service program expenses.

F.8. Please download and complete the Annual Budget form.

☑ **Annual Budget Narrative *Required**
FY26 Annual Budget Report.xlsx

G. Required Documents

Completed by vlisbon.bcf@gmail.com on 4/3/2025 1:16 PM

Case Id: 19054
Name: Bethel Community Foundation, 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 (C) (3) Bethel Community Foundation.pdf

☑ **Proof of incorporation in the State of Florida for at least one (1) year Save as Incorporation Agency name *Required**
Incorporation Bethel Community 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 2023 Bethel Community Foundation.pdf

☑ **W-9 with legal name which matches that of applicant name Save as W9 Agency name *Required**
W9 Bethel Community Foundation.pdf

☑ **Current Certificate of Insurance Save as Insurance Agency Name *Required**
Insurance Bethel Community Foundation.pdf
Insurance (WC) Bethel Community Foundation.pdf

☑ **Completed Internal Control Checklist Save as Internal Control Checklist Agency name *Required**
Internal Control Checklist Bethel Community Foundation.pdf
Internal Control Checklist (2) Bethel Community Foundation.pdf

☑ **Annual Budget Report Save as Annual Budget Agency name *Required**

Annual Budget Bethel Community Foundation.xlsx

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

Outcomes and Goals Bethel Community Foundation.docx

☐ **Current state licenses or registrations**

***No files uploaded*

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

Org Chart Bethel Community Foundation.docx

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

Job Description Bethel Community Foundation.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 Bethel Community Foundation.pdf

☑ **HS E-Verify Affidavit Save as Everify Agency name *Required**

E-Verify Bethel Community 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 Bethel Community Foundation.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 Bethel Community Foundation.docx

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

Program Policies and Procedures Bethel Community Foundation.docx

Submit

Completed by vlisbon.bcf@gmail.com on 4/3/2025 1:17 PM

Case Id: 19054
Name: Bethel Community Foundation, 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
Vincent D. Lisbon
Electronically signed by vlisbon.bcf@gmail.com on 4/3/2025 1:16 PM

Date Submitted
04/03/2025

Program Description

Completed by libbys@hepempowers.org on 3/28/2025 11:23 AM

Case Id: 19087
Name: Homeless Empowerment Program
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 libbys@hepempowers.org on 3/28/2025 11:23 AM

Case Id: 19087
Name: Homeless Empowerment Program
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 libbys@hepempowers.org on 4/2/2025 11:20 AM

Case Id: 19087
Name: Homeless Empowerment Program
Address: *No Address Assigned

A. Agency Information

Please provide the following information.

LEGAL AGENCY INFORMATION (FOR CONTRACT)

A.1. Legal Organization Name
Homeless Emergency Project, Inc.

A.2. DBA (if applicable)
Homeless Empowerment Program (HEP)

A.3. Legal Address
1120 North Betty Lane Clearwater, FL 33755

PROJECT INFORMATION

A.4. Program Name/Project Title
Storm Recovery Housing Assistance

A.5. Summary - provide a brief summary of program and how funding would be utilized.
Storm Recovery Housing Assistance (SRHA) provides rental assistance, homeless prevention, and affordable housing navigation for households impacted by last year's hurricanes. The program helps both HEP clients and community members secure stable housing through financial aid and expert guidance, ensuring long-term recovery and stability.

A.6. Physical Program Address
1120 North Betty Lane Clearwater, FL 33755

A.7. Program Manager First Name
Satina

A.8. Program Manager Last Name
Thomas

A.9. Program Manager Title
Vice President of Housing and Case Management

A.10. Program Manager Email

APPLICATION CONTACT INFORMATION

A.19. First Name
Libby

A.20. Last Name
Stone

A.21. Contact Person/Title
Senior Grant Writer

A.22. Contact Email
libbys@hepempowers.org

A.23. Telephone
7274429041115

A.24. Executive Officer with signing authority First Name
Ashley

A.25. Executive Officer with signing authority Last Name
Lowery

A.26. Executive Officer Title
President and CEO

A.27. Executive Officer Email
ashleyl@hepempowers.org

A.28. Executive Officer Phone Number
(727) 442-9041

satinat@hepempowers.org

A.11. Program Manager Phone Number
(727) 442-9041

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
592729694

A.16. Unique Entity Identifier (UEI- Federal SAM.GOV Number, if registered
TLYNLJB4L7J3

A.17. Date of incorporation in Florida
09/16/1986

A.18. Date of 501(c)(3) Status
09/16/1986

B. Organization Profile

Completed by libbys@hepempowers.org on 4/2/2025 4:48 PM

Case Id: 19087
Name: Homeless Empowerment Program
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.
HEP's mission is to break the cycle of homelessness by providing housing, support services, and resources that promote self-sufficiency and an improved quality of life. This mission aligns directly with the funding priority of homeless prevention, as HEP's programs focus on stabilizing individuals and families before they lose their housing, as well as rapidly rehousing those already experiencing homelessness. Through initiatives such as rental assistance, financial support, and housing navigation, HEP works to prevent evictions and ensure that vulnerable households—especially those impacted by disasters like hurricanes—have access to safe, permanent housing. By addressing the root causes of homelessness and providing wraparound services, HEP strengthens community resilience and supports long-term stability for at-risk individuals and families. In the past year, HEP provided vital housing support to 848 individuals, including 82 families and 182 children. Of those served: - 232 were referred to HEP from Saint Petersburg - 83% of families exiting from emergency shelter successfully transitioned into permanent housing, while 52% of families in permanent housing moved into stable community housing. Among individuals: - 55% exiting emergency shelter secured permanent housing. - 68% of those in transitional housing successfully transitioned. - 60% of individuals in permanent housing also exited to long-term stable housing. Additionally, HEP provided 81,727 meals to its guests. Dental & Wellness Services: - HEP's collaboration with Morton Plant and other wellness partners resulted in significant healthcare savings for the community, totaling $5,622,192. The breakdown includes: - Emergency Department Saves: 1,748 saves accounted for $2,976,135 in avoided costs. - Psychiatric ANRP services: 102 patients, saving $159,602. - Healthcare Navigators: 833 patients, saving $1,303,437. - Dental services: 749 patients, saving $1,171,998. In addition: - HEP facilitated 3,219 patient intakes and performed 9,269 dental procedures valued at $1,555,294. - 1,032 individuals (including 550 veterans) received expedited access to primary care, diagnostic services, prescriptions, and other wellness services. - 819 people successfully secured a Primary Care Physician (PCP). Veteran Services HEP continues prioritizing support for veterans, serving 343 veterans this year, including those from OIF and OEF campaigns. Key outcomes include: - 80% of veterans exiting HEP programs avoided a return to homelessness. - 588 veterans accessed navigation and ANRP wellness services, exclusively through HEP. - 2,414 one-way trips to VA services were provided. Veterans took full advantage of the Clubhouse, logging 4,584 visits for coffee, computer access, gym use, events, and recreation

B.2. Describe your board membership and how the board is reflective of the target population.
HEP's Board of Directors is composed of diverse professionals with expertise in housing, social services, finance, law, and healthcare, ensuring well-rounded governance and strategic oversight. Several board members are veterans, business leaders, and community advocates with firsthand experience in issues related to homelessness, poverty, and disaster recovery. The board's composition reflects HEP's target population by including individuals who have worked directly with or have personal connections to the veteran community, justice-involved individuals, and families experiencing homelessness. Their collective insight and lived experiences guide HEP's mission-driven approach, ensuring programs are responsive to the needs of those they serve.

B.3. Explain the organization's experience relevant to the proposed priority area.
HEP has extensive experience in homeless prevention, rental assistance, and housing navigation, making it well-

equipped to implement the proposed program for hurricane-impacted households. Homeless Prevention & Housing Stability – HEP provides emergency shelter, transitional housing, and permanent supportive housing to individuals and families at risk of or experiencing homelessness. The organization has successfully administered rental assistance programs, preventing evictions and ensuring long-term housing stability. Veteran & Justice-Involved Housing Support – HEP specializes in serving vulnerable populations, including veterans and individuals diverted from the justice system, offering tailored support services such as case management, financial assistance, and employment readiness programs. Disaster Recovery & Community Assistance – HEP has experience assisting individuals impacted by natural disasters, providing essential resources such as emergency shelter, financial aid, and housing navigation. After Hurricane Helena, HEP supported displaced individuals by connecting them with housing solutions and basic services. Collaborative Partnerships – HEP works closely with local government agencies, nonprofits, and funding partners to maximize resources and ensure a coordinated response to housing instability. With this expertise, HEP is uniquely positioned to administer rental assistance, homeless prevention, and housing navigation.

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

HEP follows a structured onboarding process to ensure new staff, including the Housing Navigator for this program, are fully prepared to provide high-quality services. This process is divided into HR Onboarding and Case Manager Training, ensuring a smooth transition into the organization. HR Onboarding (Pre-Department Training) Day 1: Administrative Setup & Orientation ✓ Completion of payroll paperwork ✓ Electronic onboarding via FrankCrum portal ✓ Addition to HEP Staff Directory, Org Chart, and Call Down Tree ✓ HEP name badge photo & email to manager for Welcome Email ✓ Employee Handbook review & job description overview ✓ HEP campus tour & staff introductions ✓ IT Welcome Letter setup review ✓ Lunch with the new hire in the HEP Dining Hall ✓ Enrollment in FrankCrum Training Hub & distribution of required training Day 2: Systems Training & Compliance ✓ Completion of all required training modules ✓ Abila Timekeeping system walkthrough ✓ Informacast Emergency System Overview Once HR onboarding is complete, the new hire transitions into Case Manager Training, which provides in-depth knowledge of HEP's mission, programs, and service delivery methods. Case Manager Training & Program Integration Weeks 1-2: Orientation & Foundational Training - Introduction to HEP's mission, policies, and procedures - Training in trauma-informed care, housing navigation, and disaster recovery resources - Overview of program goals, funding requirements, and data tracking systems Weeks 3-4: Shadowing & Initial Casework - Shadow experienced case managers and housing navigators - Hands-on practice with client assessments, rental assistance processing, and referrals - Familiarization with community partnerships and available housing resources Month 1 & Beyond: Independent Case Management & Ongoing Support - New staff take on cases with supervisor oversight - Regular team meetings and performance reviews to ensure program alignment - Continued professional development in housing stability best practices Program Implementation Timeline Month 1: Program Launch & Hiring - Finalize job description and hire Housing Navigator (if applicable) - Establish referral pathways and eligibility criteria for hurricane-impacted households - Develop outreach materials for community awareness Months 2-3: Client Enrollment & Service Delivery - Begin assessing and enrolling eligible households - Distribute rental assistance and homeless prevention funds - Provide individualized housing navigation and case management Months 4-6: Program Expansion & Midpoint Review - Evaluate program impact and adjust strategies as needed - Strengthen partnerships with landlords, service providers, and disaster recovery agencies - Ensure compliance with funding requirements and data tracking Months 7-12: Program Evaluation & Sustainability Planning - Conduct formal program evaluation to assess outcomes and client success - Identify opportunities for continued funding or program expansion - Develop long-term strategies to support disaster-impacted households beyond initial funding This structured approach ensures new hires are well-equipped for success, leading to effective service delivery, program sustainability, and positive outcomes for hurricane-impacted households.

C. Community Needs

Completed by libbys@hepempowers.org on 3/29/2025 2:51 PM

Case Id: 19087
Name: Homeless Empowerment Program
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 Storm Recovery Housing Assistance (SRHA) program addresses the urgent housing instability faced by households impacted by last year's hurricanes. Many families and individuals have experienced displacement, financial hardship, and the risk of homelessness due to storm-related damages, job losses, and the rising cost of housing. Key Issues to Be Addressed: Preventing Homelessness & Displacement: Many hurricane-affected households are at risk of eviction or unable to secure stable housing due to financial strain. Without intervention, displaced individuals may enter emergency shelters or unsafe living situations. Providing Rental Assistance & Housing Support: Households struggling with storm-related financial burdens need direct rental assistance to maintain or secure housing. Affordable housing navigation services are essential for helping impacted families find long-term solutions. Supporting Community Recovery & Stability: Many impacted households are not traditional HEP clients but still need housing support. Ensuring long-term stability through case management and landlord engagement prevents recurring homelessness. By addressing these critical needs, SRHA will provide financial relief, housing solutions, and long-term stability for households affected by last year's hurricanes, ensuring they can rebuild their lives and avoid chronic homelessness.

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.
Hurricanes Helene and Milton caused significant damage to households in Pinellas County: • Hurricane Helene: According to the National Weather Service, over 29,000 businesses and residences were affected in Pinellas County, with more than 17,000 properties either destroyed or sustaining major damage. • Hurricane Milton: While specific county-level data is limited, Hurricane Milton compounded the challenges faced by residents. As of January 2025, more than 10,000 Florida households remained in hotels and motels under FEMA's Transitional Sheltering Assistance program due to displacement from both hurricanes. These figures underscore the extensive impact of Hurricanes Helene and Milton on Pinellas County households, highlighting the urgent need for continued recovery and support efforts. The 2024 Pinellas County Point-in-Time (PIT) Count, conducted in January 2024, provides a comprehensive snapshot of homelessness within the county. This annual survey, mandated by the U.S. Department of Housing and Urban Development (HUD), identifies both sheltered and unsheltered individuals experiencing homelessness on a single night. Key Findings: • Total Homeless Population: The 2024 PIT Count identified 1,389 individuals experiencing homelessness in Pinellas County. • Sheltered vs. Unsheltered Individuals: The count documented both sheltered individuals (those in emergency shelters, transitional housing, or safe havens) and unsheltered individuals (those residing in places not meant for human habitation, such as streets or vehicles). • Demographic Insights: The survey collected data on various demographic factors, including age, gender, ethnicity, and veteran status, to better understand the composition of the homeless population. • Contributing Factors: Many individuals cited displacement due to the COVID-19 pandemic and hurricanes as primary reasons for their current housing instability. The data collected through the PIT Count is instrumental in informing local policy, securing funding, and developing targeted interventions to address homelessness 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.
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?
Several community organizations and government agencies in Pinellas County are working to address the housing instability and homelessness caused by recent disasters, such as Hurricanes Helene and Milton. These efforts include: 1. FEMA Disaster Assistance – FEMA has been providing emergency rental assistance, temporary housing, and other forms of financial aid to households displaced by the hurricanes. However, this support is typically short-term and does not address long-term housing stability or prevention of homelessness. 2. Emergency Shelters & Transitional Housing – A few nonprofit organizations and local churches provide temporary accommodations and emergency services. While these shelters are crucial for immediate relief, they often face capacity issues and cannot offer the comprehensive case management needed for long-term recovery. 3. Rental Assistance Programs – Pinellas County and nonprofits like HEP offer rental assistance to individuals facing eviction. These programs, however, are often overwhelmed and have long waiting lists, limiting the ability to support all eligible households effectively. 4. Homelessness Prevention Services – Local organizations focus on eviction prevention, but many lack the resources or dedicated personnel to provide sustained housing navigation and support for those impacted by disasters. How the Proposed Program (SRHA) Differs and Provides Better Results: 1. Comprehensive Housing Navigation Unlike existing programs, SRHA will provide personalized housing navigation to help affected households find long-term solutions. This includes assistance in finding affordable housing, negotiating with landlords, and accessing necessary community services, ensuring clients remain housed and avoid returning to shelters. 2. Dedicated Focus on Disaster-Impacted Households While current programs serve a broad spectrum of the homeless population, SRHA specifically targets households directly impacted by Hurricanes Helene and Milton. By focusing on disaster recovery, the program offers tailored services that address the unique challenges these households face, such as loss of employment and displacement. 3. Long-Term Housing Stability SRHA combines financial assistance with case management, which existing programs often lack. This will allow for long-term prevention of homelessness, not just immediate relief. The program will offer rental assistance combined with ongoing support to help families stabilize and rebuild their lives, reducing the likelihood of returning to homelessness. 4. Hybrid or Remote Housing Navigator Role The proposed program will offer the option of a remote or hybrid position for the Housing Navigator. This flexibility makes the program more accessible to both clients and staff, particularly for those in rural or difficult-to-reach areas who may face transportation or other barriers to in-person services. By addressing both immediate needs and long-term stability, SRHA will provide more comprehensive s

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 Storm Recovery Housing Assistance (SRHA) program will actively collaborate with existing community programs and services to maximize the impact of our efforts and enhance the support provided to disaster-impacted households. By working in tandem with established resources in the community, we aim to create a seamless and supportive network for those in need of housing assistance. Collaboration with Existing Programs: 1. Continuum of Care (CoC) Collaboration The Housing Navigator will play an active role in the monthly Housing Coordinators meetings within the Continuum of Care (CoC). These meetings provide an opportunity to: o Share information on prospective landlords

and available rental units in the community. o Discuss housing vacancies and new developments suitable for individuals and families seeking affordable housing. o Coordinate efforts to ensure efficient referrals and identify housing solutions that match the needs of SRHA participants. Through this collaboration, the Housing Navigator will help connect households to available rental options, ensuring they can access housing that best fits their needs. 2. Building Relationships with Landlords The program's Housing Navigator will take an active approach by outreaching to and building relationships with local landlords who offer affordable housing. These efforts will: o Strengthen partnerships with landlords, ensuring they are familiar with the needs of hurricane-impacted households and willing to work with our program to house referrals. o Offer landlord security by providing rental assistance payments, which will help mitigate the risk of non-payment and improve landlord confidence in accepting referrals. o Foster long-term, sustainable relationships with landlords that will benefit not only SRHA participants but also the broader community in addressing the affordable housing crisis. 3. Financial Literacy Course via Workforce Development For households receiving rental assistance, SRHA will provide an additional resource through a partnership with HEP's Workforce Development Center. o Clients will have the opportunity to take a Financial Literacy course designed to help them build essential skills in budgeting, saving, and maintaining homeownership after they have moved into their new homes. o This course will ensure that households are better equipped to handle future financial challenges, reduce the risk of falling back into homelessness, and achieve long-term housing stability.

Please upload Collaborative Letter

☐ **Collaborative Letter**

***No files uploaded*

D. Scope of Services

Completed by libbys@hepempowers.org on 4/1/2025 1:47 PM

Case Id: 19087
Name: Homeless Empowerment Program
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 SRHA program will assist households in Pinellas County impacted by Hurricanes Helene and Milton. It offers rental assistance, housing navigation, and financial literacy education to help ensure long-term housing stability and recovery. Services Delivered: - SRHA provides financial support for households affected by the hurricanes, covering rental payments, security deposits, and moving costs to prevent homelessness and stabilize housing situations. - The Housing Navigator helps clients find and secure affordable housing by working directly with landlords and connecting them with available rental units. Ongoing case management ensures successful long-term housing placements. - Participants receiving rental assistance are encouraged to take a Financial Literacy course through Workforce Development. This course teaches budgeting, saving, and financial management skills to help clients maintain housing and improve long-term financial stability. - Participants are offered case management to provide continuous support, connecting them to resources such as employment assistance, healthcare, and mental health services, ensuring comprehensive recovery. - SRHA works closely with local agencies such as the Continuum of Care (CoC) and nonprofits, attending meetings to identify available housing options and ensure a coordinated response to housing needs. Evidence-Based Practices: SAMHSA's 8 Dimensions of Wellness - SRHA follows the 8 Dimensions of Wellness framework, addressing not just housing but mental, physical, and financial well-being, ensuring a holistic recovery for participants. SRHA aligns with the Housing First approach, providing permanent housing first without preconditions, followed by supportive services to ensure long-term success. - The financial literacy courses utilize best practices in adult financial education, fostering self-sufficiency and empowering participants to manage their finances, preventing future housing instability.

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 as follows: Rental Assistance for 25 storm-impacted families: $4,000 per family x 25 = $100,000 Salary and Fringe for 1 FTE Housing Navigator = $25,000

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.
Comprehensive Community-Based Case Management – 25 storm-impacted households receive individualized case management services, including needs assessments, goal setting, and progress monitoring. Case managers meet with participants biweekly for up to 12 months, adjusting frequency based on client needs. Services are provided both onsite and through community-based outreach, ensuring support reaches individuals in shelters, encampments, and other transitional settings. Housing Navigation & Support – 25 storm-impacted households receive assistance with securing and maintaining stable housing, including landlord mediation, rental assistance applications, and housing search support. Housing Navigators provide services weekly for 20-25 families for 3–6 months or until stable housing is secured.

Storm-Impacted Household Rental Assistance – 25 households affected by the storm receive rental assistance of up to $4,000 per household to support housing stability and prevent displacement. Case managers provide monthly follow-ups for up to 6 months to ensure sustained housing. Life Skills & Employment Readiness Workshops – Clients participate in weekly sessions on topics such as financial literacy, budgeting, job search strategies, and workplace skills. Each workshop cycle lasts 6 months, serving up to 20 clients per cycle.

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

The Storm Recovery Housing Assistance (SRHA) program is designed to serve families in Pinellas County who have been directly impacted by Hurricanes Helene and Milton and are facing housing instability. This includes: Households that have lost their housing due to hurricane-related damage, displacement, or uninhabitable living conditions. Families at risk of homelessness due to financial hardship caused by the hurricanes, including loss of income, increased housing costs, or temporary housing insecurity. SRHA prioritizes those who need immediate rental assistance and housing support to prevent homelessness and ensure long-term stability.

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

Geographic Service Area: The Storm Recovery Housing Assistance (SRHA) program will serve Pinellas County, focusing on households impacted by Hurricanes Helene and Milton who are experiencing housing instability. Program Hours & Days: Monday – Friday 8:30 AM – 5:00 PM Services will be available during these hours to assist families with rental assistance, housing navigation, financial literacy education, and case management.

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

Executive Vice President of Operations, Katerina Gerakios-Siren, brings extensive experience in operations, program management, and community development. She oversees organizational policies, compliance, budgeting, and partnerships to ensure HEP's strategic goals are met. With an MBA, a Master of Science in Management of Information Systems, and credentials as a Certified Redevelopment Administrator, Katerina has played a key role in advancing affordable housing and homelessness initiatives. Vice President of Case Management & Housing, Satina Thomas. With over 16 years of case management experience, Satina Thomas leads HEP's case management and housing programs, ensuring high-quality support for individuals and families experiencing homelessness. With more than 15 years in leadership roles, she is dedicated to empowering vulnerable populations through comprehensive case management and housing solutions. Anina "Nina" Towns is the Housing Manager and leads a team of 13 Case Managers, ensuring effective support for program participants. With over 15 years in healthcare and 10 years in human services, she brings extensive experience in case management, addiction counseling, and housing stability. Ramona C. Denmark, Community Case Manager, holds a BS in Gerontology from Bethune Cookman College. She has dedicated her career to serving vulnerable populations, beginning with the Florida Department of Children and Families as a Certified Child Protective Services Investigator, Family Counselor, and Care Team Coordinator. She later worked in Adult Protective Services as a Certified Human Services Counselor. Phillip White has been with HEP since 2020, bringing extensive experience in case management and serving as the CHAP Coordinator before stepping into his current role as Housing Navigator. He is passionate about connecting individuals with stable housing solutions and is dedicated to helping those in need overcome barriers to secure permanent housing.

E. Program Outcomes and Goals

Completed by libbys@hepempowers.org on 3/29/2025 2:08 PM

Case Id: 19087
Name: Homeless Empowerment Program
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 HEP.docx

E.2. What information will be collected to demonstrate program success?
To assess the effectiveness of the program and demonstrate success, the following key data points will be collected and tracked: 1. Housing Stability & Placement • Number of households placed into permanent housing • Number of households maintaining stable housing for 3, 6, and 12 months • Number of landlord engagements and successful lease agreements • Number of rental assistance recipients who remain housed after 6 months 2. Case Management & Client Progress • Number of clients enrolled in case management services • Frequency and consistency of client meetings • Progress on individualized service plans (goal completion rates) • Number of clients receiving referrals for supportive services (e.g., mental health, employment, substance abuse) 4. Storm-Impacted Household Rental Assistance • Number of households receiving rental assistance • Total amount of rental assistance disbursed • Number of households remaining housed after receiving assistance for 3, 6, and 12 months • Number of clients receiving additional support services (e.g., case management, housing navigation) post-rental assistance • Frequency and duration of follow-up contacts with rental assistance recipients to assess housing stability • Client feedback on the rental assistance process (e.g., satisfaction surveys) 5. Client Satisfaction & Self-Sufficiency • Client feedback surveys assessing program effectiveness • Percentage of clients reporting increased self-sufficiency and stability • Testimonials and qualitative success stories

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 for the program is collected systematically using a combination of HEPExpress, Albila, and client surveys. The process ensures that relevant information is captured at key points in the client's journey, and it is updated regularly to monitor progress and outcomes. 1. HEPExpress (Custom Database) Platform Overview: HEPExpress is an in-house, custom-designed database used for tracking client data throughout their participation in the program. It allows case managers to input detailed information during intake and updates throughout the program duration. Data Collection

Points: Intake: Client demographics, needs assessments, and initial goals are captured at program entry. Ongoing Updates: Case managers input information about client progress, service engagement, housing status, goal achievements, and referrals during biweekly check-ins (or more frequently, if needed). Follow-Up: Regular updates on housing stability, employment, and client satisfaction are logged at 3, 6, and 12-month intervals for each client. Frequency: Data is updated biweekly or as required, with a minimum of a monthly check-in for key information like housing stability and case management progress. 2. Albila (Financial Management Platform) Platform Overview: Albila is used for financial tracking and reporting, specifically for accrual-based accounting to track revenues and expenses across all funding sources. It helps finance teams maintain accurate and timely financial records and generate reports for audits and compliance. Data Collection Points: Rental Assistance Tracking: Financial data related to rental assistance disbursements, including the amounts provided per household, is tracked in real-time. Program Budgeting: Albila helps track expenses for program operations, including any grants or funding used for specific client needs. Frequency: Financial data is reviewed monthly, with more frequent checks during the quarterly audits or as needed for compliance reviews and ad hoc reporting. 3. Client Surveys & Feedback Platform Overview: Client feedback is collected via paper forms or online surveys, depending on client preferences and accessibility. These surveys assess client satisfaction with services provided, housing stability, and overall progress. Data Collection Points: At Key Milestones: Surveys are administered at the 3, 6, and 12-month intervals to assess client satisfaction and outcomes such as housing stability, employment, and well-being. Post-Rental Assistance: Additional feedback surveys are provided to households that receive rental assistance to measure satisfaction with the assistance process and its effectiveness in maintaining housing stability. Frequency: Feedback is collected quarterly from clients, with specific follow-ups 3 and 6 months after receiving rental assistance. 4. Reports & Compliance Reviews Data from HEPExpress and Albila are consolidated to create periodic reports for internal assessments and compliance reviews. These reports track overall program outcomes and are used for funder reporting, audits, and strategic planning. Reports are generated for ad hoc reviews as well as for annual compliance audits conducted at least once per year, aligning with funding requirements and regulatory standards. Interval of Collection: Intake Data: Collected at program entry. Ongoing Case Management Updates: Biweekly or as needed based on client needs. Client Satisfaction Surveys & Feedback: Quarterly or after key milestones, such as 3 and 6 months. Financial Data: Monthly tracking, with quarterly reviews and annual audits. This approach ensures comprehensive data tracking throughout a client's time in the program and provides insights into both client progress and financial sustainability.

F. Budget

Completed by libbys@hepempowers.org on 4/3/2025 9:33 AM

Case Id: 19087
Name: Homeless Empowerment Program
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.
$7,418,603.00

F.2. Total Program budget. Amount currently allocated to fund the program with the requested Social Action Funding.
$250,000.00

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?
60.00%

F.5. What other funders also financially support this program? To include the amount of funding and what those funds are used for.
Free Family Foundation (Matching Grant) $100,000

F.6. What other Pinellas County funding does the organization receive for any and all programs?
Justice Assistance Grant: $50,000
Overnight Shelter Contract: $125,000
Family Transition Program: $700,000

F.7. Describe the organizations plan for financial and program sustainability beyond fiscal year 2026.
Homeless Empowerment Program (HEP) is committed to sustaining the Storm Recovery Housing Assistance program beyond FY 2026 through a diversified funding strategy. HEP's dedicated fundraising and grant writing team actively secures funding from government contracts, private foundations, corporate sponsorships, and individual donors. The organization will continue pursuing federal, state, and local grants, leveraging its strong track record in securing funds for housing assistance and supportive services. Additionally, HEP will strengthen partnerships with corporate sponsors, philanthropic organizations, and local businesses to ensure long-term financial stability.

To further support sustainability, HEP will integrate the Housing Navigator role into its existing housing assistance programs, ensuring continuity of services through established funding sources. Revenue diversification, including social enterprise initiatives and fee-for-service models, will also be explored. Community engagement remains a priority, with ongoing donor development, fundraising events, and annual giving campaigns helping to sustain housing stability efforts. With this multi-faceted approach, HEP is well-positioned to continue providing critical housing assistance beyond 2026.

F.8. Please download and complete the Annual Budget form.

☑ **Annual Budget Narrative *Required**

Pinellas County Social Action Funding FY26 Annual Budget Report.xlsx

G. Required Documents

Completed by libbys@hepempowers.org on 4/3/2025 1:15 PM

Case Id: 19087
Name: Homeless Empowerment Program
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 Letter of Determination.pdf

☑ **Proof of incorporation in the State of Florida for at least one (1) year Save as Incorporation Agency name *Required**
2024-2025 Consumer Certificate copy.pdf

☑ **Most Recent Financial and Single Audit (required if available) or IRS Form 990 (only if audit unavailable) Save as Audit Agency name *Required**
2023 Audited Financial Statements.pdf

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

☑ **Current Certificate of Insurance Save as Insurance Agency Name *Required**
Acord Insurance.pdf

☑ **Completed Internal Control Checklist Save as Internal Control Checklist Agency name *Required**
Internal Control Checklist - Completed.pdf

☑ **Annual Budget Report Save as Annual Budget Agency name *Required**

Annual Budget HEP.xlsx

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

Outcomes and Goals HEP.docx

☐ **Current state licenses or registrations**

***No files uploaded*

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

Org Chart HÈP.pdf

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

Housing Navigator HEP.pdf

☑ **Housing First Checklist, if applicable Save as Housing First Agency name**

Housing First HEP.pdf

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

Shelter Entrance Criteria Hep.docx

☑ **Data Control Questionnaire Save as Data Control Questionnaire Agency Name *Required**

Data Control Questionnaire - Completed.pdf

☑ **HS E-Verify Affidavit Save as Everify Agency name *Required**

E Verifty Affidavit HEP.pdf

☑ **Board Member List, Including mailing and email addresses and phone numbers, if applicable Save as Board Members Agency name**
Board Members HEP.pdf

☑ **Accreditation, if applicable Save as Accreditation Agency name**
Accredidation HEP.pdf

☑ **Human Trafficking Affidavit Save as Human Trafficking Agency Name *Required**
Human Trafficking Affidavit HEP.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 libbys@hepempowers.org on 4/3/2025 1:15 PM

Case Id: 19087
Name: Homeless Empowerment Program
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
Libby Stone
Electronically signed by libbys@hepempowers.org on 4/3/2025 1:15 PM

Date Submitted
04/03/2025

Program Description

Completed by amanning@seniorsinservice.org on 3/28/2025 1:14 PM

Case Id: 19088
Name: Seniors in Service 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 amanning@seniorsinservice.org on 3/28/2025 1:18 PM

Case Id: 19088
Name: Seniors in Service 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 amanning@seniorsinservice.org on 4/4/2025 9:25 AM

Case Id: 19088
Name: Seniors in Service 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
Seniors in Service of Tampa Bay, Inc.

A.2. DBA (if applicable)
N/A

A.3. Legal Address
1306 W. Sligh Ave 1306 W. Sligh Ave Tampa, FL 33604

PROJECT INFORMATION

A.4. Program Name/Project Title
Senior Companion Services

A.5. Summary - provide a brief summary of program and how funding would be utilized.
Senior Companion volunteers help Pinellas County's vulnerable older adults through ongoing, regularly-scheduled in-home visits, small group companionship and/or telephone reassurance to provide social connection, mental stimulation and support so they can safely remain living independently, with dignity. Funding will be used for program staff salaries to recruit, screen, train, and engage Senior Companion volunteers and provide mileage reimbursement for staff and volunteers traveling to and from client homes and training.

A.6. Physical Program Address
Sunshine Center 330 5th St. North St. Petersburg, FL 33701

A.7. Program Manager First Name
Sarah

A.8. Program Manager Last Name
Rosenbaum

APPLICATION CONTACT INFORMATION

A.19. First Name
Amy

A.20. Last Name
Manning

A.21. Contact Person/Title
Outreach and Communications Manager

A.22. Contact Email
amanning@seniorsinservice.org

A.23. Telephone
8134928918

A.24. Executive Officer with signing authority First Name
Robin

A.25. Executive Officer with signing authority Last Name
Ingles

A.26. Executive Officer Title
CEO

A.27. Executive Officer Email
ringles@seniorsinservice.org

A.28. Executive Officer Phone Number
(813) 368-6746

A.9. Program Manager Title
Community Engagement Manager

A.10. Program Manager Email
srosenbaum@seniorsinservice.org

A.11. Program Manager Phone Number
(813) 492-8924

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
$99,999.00

A.15. Taxpayer/Employer ID
59-2422975

A.16. Unique Entity Identifier (UEI- Federal SAM.GOV Number, if registered
LJW9JUBDSQD

A.17. Date of incorporation in Florida
03/20/1984

A.18. Date of 501(c)(3) Status
08/01/1984

B. Organization Profile

Completed by amanning@seniorsinservice.org on 4/4/2025 9:34 AM

Case Id: 19088
Name: Seniors in Service 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.
Seniors in Service's mission is in direct alignment with the Pinellas Social Action funding priority to provide Supportive Services for an Aging Population. Founded in August 1984, our mission is to provide solutions to community challenges by engaging volunteers aged 55+. We have 41 years of experience engaging over 1900 senior-aged volunteers each year to provide meaningful service for Tampa Bay's most vulnerable citizens. Senior Companions help frail elders age in place. TelePals provide social connection for isolated seniors through regularly scheduled friendly phone calls. Health Buddies empower people living with chronic conditions to self-manage their health. Operation: Veteran Connect volunteers help disheartened Veterans access resources. Tutors/Mentors help impoverished children improve literacy. We also recruit and mobilize volunteers to serve other nonprofits to help them achieve their missions. As an organization our purpose is to support the aging population. We help seniors stay active, purposeful, and socially connected through volunteering. Research supported by the US Surgeon General shows loneliness can increase the risk for premature death as much as smoking 15 cigarettes a day. It is also associated with increased risk for anxiety, depression, and dementia. Older adults have the highest rates of social isolation. Volunteering is the solution! We know because we hear stories like these every day of how our volunteers and the elders they serve are benefitting! Ann's Story: 'Are you depressed?' My doctor would always ask that question EVERY visit. I was tired of being alone, disabled & not part of a community. Then I met Carmen with Seniors in Service. She told me volunteering could change my life! She was right! Now I serve as a Senior Companion to a woman with dementia. I visit her every week. We talk about her family, her life growing up in Philadelphia & share recipes we like to cook. Getting dressed & heading out with my uniform and volunteer badge gives me purpose. Now when the doctor asks if I'm depressed, I share all the great things I do as a Senior Companion with a BIG SMILE!" Raymond's Story: When Raymond's wife died after a long battle with cancer he didn't know what to do next. He met Chris with Seniors in Service at a community event and decided to sign-up as a volunteer. Chris listened to Raymond's story and learned that hospice had been a huge comfort to him and his wife while she was sick. Chris recognized how passionate Raymond was about hospice services and helped him find a volunteer opportunity providing companionship for hospice patients. That was Raymond's first introduction to serving others. He loved having a new purpose and now he volunteers every chance he gets. He is 86 years old and his doctor asked him his secret to good health. Raymond shared, "It's not a secret, volunteering keeps me healthy and happy."

B.2. Describe your board membership and how the board is reflective of the target population.
Our all-volunteer Board provides strategic direction & fiduciary oversite to ensure we fulfill our mission. They attend quarterly meetings, including an Annual Retreat at the beginning of the year, when they review our 3-Year Strategic Plan & develop annual priorities. All board members serve on at least 1 committee which meets in addition to quarterly board meetings. Committees include Executive, Finance, Governance & Fundraising. Board members also attend our Annual Volunteer Appreciation Event to celebrate our volunteers & present volunteer awards. 100% personally donate to our annual end of the year giving campaign. Our board represents professionals with various backgrounds, experiences and skills who help us achieve our mission. Some have served 10+ years, bringing knowledge of our history/culture; others have served 1-3 years & contribute new perspectives. They are strategically chosen for

connections to community partners & potential funders/donors, as well as their talents. Our Immediate past Board Chair David Heizer has served on our Board 14+ years, brings 18+ years with Humana. Vice Chair Steve Marciano has 13+ years of experience at all levels of healthcare from a Staff Nurse to Manager of Business Operations with BayCare. Both provide insights from the health sector, including services for seniors. Our Board members live/work in Pinellas and Hillsborough counties: 5 in Pinellas and 5 in Hillsborough. Three board members also enhance our connections in Pinellas County as graduates of Leadership St. Pete, including Jenna Stock who is serving as the 2025 Leadership St. Pete Class Chair. Our focus for growth is to strengthen community awareness by engaging high-profile community influencers on our board to bring more visibility and actively advocate for those we serve. We're continuously seeking board members to connect us to new influential local funders/donors/partners and/or introduce our programs to new populations for increased community impact.

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

We have 41 years of experience meeting goals & outcomes for federal grants thru AmeriCorps Seniors & local funding from Pinellas Social Action; Pinellas Community Foundation, & CDBG from Pinellas, Largo, Hillsborough, & Tampa. Our decades of experience successfully administering programs makes us immediately ready to expand this Pinellas Social Action funded project on Day 1 for the following reasons: 1) Already have project delivery & evaluation processes in place for Senior Companion Services; 2) Already have highly trained, bilingual staff with years of experience executing program deliverables & meeting outcomes, including Coordinators dedicated to serving Pinellas 3) Have financial/compliance processes in place for our federal/local government grants. 4) Have strong relationships with client referral partners in Pinellas including: Area Agency on Aging Pinellas Pasco, Low-income housing communities, Pinellas Emergency Management Services, First Contact 2-1-1 Crisis Hotline & senior centers. 5) Established partnerships with social service organizations to address social determinants of health when additional support for clients is needed such as Neighborly, Metropolitan Ministries, Feeding Pinellas, Saving Our Seniors, etc. 6) Have physical office at Sunshine Center in Pinellas, close to mass transit & accessible for client, volunteer & partner meetings; 7) Other funds for project are already in place from our AmeriCorps Seniors grants for the Senior Companion Program

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

Onboarding Process -Staff: Open positions are posted on online recruitment platforms such as Indeed and the Nonprofit Leadership Board. New hires are background screened and participate in Orientation during their first week which includes overview of all Seniors in Service programs, onboarding of necessary technology such as computer, email, data systems; organization processes and procedures training for timesheets, expense reports, mileage, etc.; and training specific to their role in the organization. New staff receive a 90-day review and all staff receive an annual review. All staff set and report progress on weekly SMART goals to keep the entire team focused on achieving meaningful outcomes. Program staff meet monthly with Director of Programs to review outcome benchmarks and develop new strategies to achieve outcomes when necessary. All staff for this program are already in place. -Volunteers: New volunteers are recruited through senior-focused community outreach events, presentations at senior centers, through social media, and online platforms like Volunteer Match. Potential volunteers learn about all of our impact areas, and we match them with the service opportunity that fits their passions, ability, and time commitment. New volunteers are background screened and receive a 20-hour orientation. Volunteers also participate in 4-hour mandatory trainings each month. Program coordinators regularly check-in with volunteers, service sites, and clients to ensure services are effectively being delivered. Volunteers annually complete a Volunteer Satisfaction Survey. -Clients: New clients are referred through Emergency Management Services, First Contact 2-1-1 Crisis Hotline, doctor's offices, senior living communities, and senior-serving social service organizations. Program coordinators meet with new clients, complete intake surveys to learn about their needs and interests and match them with an appropriate volunteer. Program coordinators attend the initial meeting to ensure it is a good match and regularly follow up with clients to ensure it is still a good fit. All clients receive an annual survey to anonymously provide feedback on services. Program Implementation Timeline: Seniors in

Service has 41 years of experience successfully implementing programs and reporting outcomes, which means we have established processes and procedures for service implementation, community outreach, data collection and reporting, and financial management. We recruit new volunteers throughout the entire year. New volunteers are typically background screened, trained, and placed into a service opportunity within one month of enrolling as a volunteer. Program staff follow up with service sites and clients within the first 3 months to ensure it's a good match for everyone. Throughout the entire year, volunteers serve as Senior Companions, Classroom Grandparents, or at food pantries, community resources centers, senior living communities, VA hospitals and other nonprofits. We recognize volunteers at two Volunteer Appreciation Luncheons each year in May and December. Volunteers complete a Volunteer Satisfaction Survey at the end of the year. Our Senior Companion Services timeline for Pinellas Social Action Funding includes: October 2025: -Recruit Renew and Onboard Senior Companion Volunteers including background checks and 20-hour Orientation for new in-person Senior Companion volunteers -Schedule bi-monthly Small Group Companionship Activities at low-income senior living communities throughout Pinellas County -Schedule monthly companionship activities & disaster information workshops in 3 senior communities identified as high-risk areas for hurricane damage October-December 2025: -Identify and enroll Companion clients including assessments to determine needs -Match Senior Companion/TelePals volunteers with clients November 2025-September 2026 -Senior Companion volunteers attend mandatory monthly 4-hour trainings on elder topics -Volunteers provide companionship to elder clients through weekly in-person visits and/or regularly scheduled phone calls -Host bi-monthly Small Group Companionship activities at low-income senior living communities -Host monthly activities in 3 senior communities identified as high-risk areas for hurricane damage -Program Coordinators monitor volunteer activities through timesheets, activity logs, and training sign-in sheets December 2025: -Volunteers invited to Volunteer Appreciation Luncheon #1, a celebration to promote peer interaction and volunteer retention. May 2026 -Volunteers invited to Volunteer Appreciation Luncheon #2, a celebration to promote peer interaction and volunteer retention. August 2026 -Annual Quality Assurance Evaluations: clients will report how Senior Companion Services have improved their social connection and/or ability to age in place September 2026 -By the end of September, Seniors in Service will achieve 100% of service delivery and report outcomes. Our Senior Companion Services are already established in Pinellas County with experienced program staff, processes and procedures for managing volunteers and enrolling clients, and referral networks to reach the most vulnerable elders in need of support. We will be able to begin this Pinellas Social Action funded project on Day 1 of the grant.

C. Community Needs

Completed by amanning@seniorsinservice.org on 4/4/2025 10:09 AM

Case Id: 19088
Name: Seniors in Service 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.
There is an urgent need for funding to provide companionship for low-income, isolated elders in Pinellas County. Loneliness has devasting health consequences, especially for seniors. Despite high rates of older adults feeling isolated & lonely, many are unwilling to self-identify as needing help. A 2023 US Surgeon General Advisory called attention to the urgent health crisis of loneliness in America. Loneliness can increase the risk for premature death as much as smoking 15 cigarettes a day. Poor or insufficient social connection is associated with increased risk of disease, including heart disease & stroke. It also leads to increased risk for anxiety, depression, dementia, viruses & respiratory illness. Older adults are most at risk. Conversely, people who engage in meaningful, productive activities with others tend to live longer, boost their mood, & have sense of purpose. [NIA, April 2019]. Recent hurricanes revealed the life-threatening vulnerability of seniors after a disaster. Extended power outages left disabled seniors stranded in sweltering high rise apartments when elevators were inoperable. Others sat in flooded homes, paralyzed to take the next steps to rebuild their lives. Most didn't know their neighbors to be able to ask for help. Proactively building companionship among residents in high-risk senior communities will build a support system for seniors before & after hurricanes. We have 41 years of experience improving the wellbeing of isolated elders, especially low income seniors who lack effective support from family/friends. Many struggle with chronic disease/disabilities, & many experience chronic loneliness. Service options include a combination of in-person companionship &/or telephone reassurance. Clients get help with basic needs, companionship, & a watchful eye in case they need extra care. Senior Companions build a trusting relationship with their clients, encouraging them to open up about any unmet needs. Companions are trained to watch for red flags that a senior's well-being may be in jeopardy & connect them to additional services. We also help older adults stay healthy by providing sense of purpose & belonging thru volunteering. Seniors who live with a strong sense of purpose lower their risk of death by 15.2% [University of Michigan Health & Retirement Study (HRS)]. People with strong perceptions of community belonging are 2.6x more likely to report good health [My Health My Community, 2018]. True Story: Angelina is 83 & lives alone, with no support from family/friends. Her fixed income does not allow her access to internet or even cable TV. Angelina was referred to Senior Companions & matched with Christine. Now, they regularly meet at Angelina's home & discovered they have a lot in common. When Christine learned about Angelina's diabetes, she started asking about her diet & exercise. Angelina shared, "Having a new friend has changed my life. She really cares. You got a treasure with her & now she's mine."

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.
Our Senior Companion Services directly align with the high-priority goal in the Pinellas County Consolidated Plan to fund public services that benefit low-to-moderate-income special needs populations. Pinellas older adults & adults with disabilities who face poverty & social isolation are a special needs population that is particularly at risk. Of the 988,793 Pinellas County residents, 35% are age 60+. Of this group, 8% have income at poverty level, 14% have income below 125% of poverty level & 28% live alone. Within this group of 60+ residents, 13% have one disability, & an additional 13% have two or more disabilities. (Florida Department of Elder Affairs 2022 Florida County Profiles). Combined with the

steady growth in population aged 60+, this data demonstrates increased need for Senior Companion Services in Pinellas. The Pinellas Consolidated Plan says the longer people can live independently in their own homes & avoid becoming institutionalized, the better it is for both quality of life & cost savings for all. The Plan also indicates Pinellas County will direct resources toward services that will assist individuals with becoming economically self-sufficient. Our intensive, evidenced-based Senior Companion Services prolong independence for elderly clients while providing opportunity for volunteers who are low-income seniors to earn a small ($4.00/hour) stipend. And all volunteers benefit from remaining socially connected, active & purposeful, prolonging their own physical & mental health & delaying their own need for services. BayCare Hospital's Community Health Needs Assessment indicates that the increasing percentage of depression in the Medicare population ranks Pinellas in the worst 25% of counties in the state/nation. Barriers to mental healthcare include stigma of seeking help & lack of trust, especially for minorities. Senior Companions reduce the stigma, building trust through meaningful connection. Helping our most vulnerable seniors with ongoing support from a Senior Companion benefits the entire community! Improving their ability to age in place offers huge savings, with Genworth 2024 data showing $70,800/year for assisted living; $127,750/year for private nursing homes. And Pinellas Sheriff's office reports that increasing numbers of seniors calling 911 just because they're lonely cost taxpayers well over $300,000 per Year! Trends in philanthropy show that elder services are the least funded by public/private foundations due to other priorities. The 2024 State of the Region Report identifies Tampa Bay's greatest challenges. Yet even after COVID-19 shed light on how seniors' wellbeing affects us all, data & actions to tackle senior issues are glaringly absent from this year's report – for the 3rd year in a row. We must act now to support our senior population. Pinellas Social Action Funding can help our community be the model for helping people age with dignity.

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 will expand capacity & services of our Pinellas Senior Companion Services by continuing in-person &/or telephone reassurance companionship with frequency & dosage prescribed to best meet client needs AND expanding Group Companionship to support seniors at high risk from hurricanes. Senior Companion Program: Our AHCA-registered (Agency for Health Care Administration) in-home Senior Companion Program engages highly-trained, screened volunteers to provide in-home companionship thru ongoing weekly visits. They help with basic needs, Activities of Daily Living, meal prep, errands, wellness/safety, reading aloud & more. TelePals: Trained, screened volunteers are matched with low-income elderly clients to provide phone reassurance, supporting their ability to age in place with social connection & wellness checks. Volunteers commit to 15-min. calls to clients multiple times per week. Regular calls from the same volunteer check clients' well-being, encourage healthy eating/exercise, share interests & tell them "You have a friend who cares." The above 1-on-1 services both offer early intervention that can delay/prevent nursing home placement, which is MUCH more costly. Group Companionship: We will continue bi-monthly small group companionship hosted in collaboration with Pinellas low-income senior communities. Activities like Companion Bingo, Trivia, & Community Service Projects with facilitated discussion are aimed at developing friendships among neighbors. The goal is to reduce social isolation thru intentional activities that develop meaningful social bonds with peers in their community who share interests & life experiences. We are also EXPANDING Group Companionship with a NEW focus on Senior Disaster Support. There is urgent need to help seniors recover from recent hurricanes & prepare for future disasters. We'll use our Group Companion model to host monthly meetings in 3 already identified low-income Pinellas senior communities that were significantly impacted by hurricanes. Monthly meetings are designed to help neighbors meet neighbors so they can serve as a support system in future storms. Informative workshops with recovery & preparedness

resources are also shared each month. We will reduce the number of unserved by 1) Expanding Group Companionship, a cost-effective service model to reach larger numbers of seniors where they live & provide a long-term solution to loneliness & needed support 2)Training for all Pinellas First Responders to refer lonely/anxious seniors who are known to be frequent 911-callers, allowing us to reach the most isolated elders 3) Utilizing seniors as volunteers to keep them active, purposeful, & socially connected, delaying their own need for services. Your funding means we will EXPAND our current Senior Companion Services from serving 125 low-income, isolated seniors through Pinellas Social Action Funding in 2024-2025 to serve 225 seniors in 2025-2026 through the expansion of Group Companionship.

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 do not reinvent the wheel. We engage volunteers to fulfill our mission & help other agencies fulfill theirs. We coordinate/partner with Pinellas agencies as referral sources for clients, training for volunteers, & resources for clients who need additional support. Pinellas Emergency Services trains all their first responders to refer isolated seniors who frequently call 9-1-1 because they are lonely to our Senior Companion Services. Additional Client referrals come from other senior-serving agencies: Lutheran Apartments; USF St Petersburg; BayCare; Senior Housing; Sunshine Center; First Contact 2-1-1 Crisis Hotline; Dedicated Senior Medical Center; Bay Pines VA; faith-based organizations; senior facilities; community centers and more. Organizations like University of South Florida, Nova Southeastern University, Alzheimer's Association, Suncoast Credit Union, Safest Drug, & Healthy Bones provide expert training for our volunteers on memory care, elder fraud, medication safety, & fall prevention. We continue to actively pursue new partners to meet client needs. When a volunteer learns that a client needs meals delivered, utilities paid, transportation, medical equipment, SNAP assistance, we connect them to the partner to meet that specific need like Meals on Wheels, Neighborly, Disability Achievement Center, Area Agency on Aging, & Saving Our Seniors. Creekside Manor, Clear Bay Terrace, and Holiday Shores Mobile Home Park are the 3 senior communities for expanded Senior Disaster Support Group Companionship monthly meetings. Bay Area Legal Services, Pinellas County VOAD, Pinellas Long Term Recovery Group, Red Cross, and Storm Squad provide expert training and resources for Senior Disaster Support. Sunshine Center provides our physical Pinellas office. Enoch Davis Center, Gulfport Senior Center, faith-based organizations & other grassroots groups support outreach/volunteer recruiting/training. We participate in nonprofit collaboration/training events to share ideas/resources & expand partnerships including Center for Health Equity trainings/events, CEO Roundtable, & Nonprofit Leadership Center classes. We partner with Pinellas organizations for resource tabling events including Empath Health, Walmart Community Health Centers, Dedicated Senior Medical, United Way Suncoast, Largo Community Center, Enoch Davis, Feeding Pinellas, and more.

Please upload Collaborative Letter

☐ **Collaborative Letter**

***No files uploaded*

D. Scope of Services

Completed by amanning@seniorsinservice.org on 4/4/2025 9:48 AM

Case Id: 19088
Name: Seniors in Service 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.
We follow AmeriCorps best practices for engaging volunteers to help elders age in place. In-home Senior Companion Service help low-income elders, providing companionship, errands, meals, mentally stimulating games, reading aloud, etc. Caregivers get respite to prolong ability to care for their loved one. Volunteers background checked, serve 5-30 hrs/wk & get mandatory monthly training. Client/volunteer matches based on interests/culture/language. Volunteers live near clients to minimize travel. Group Companionship meets seniors “where they are”, with activities hosted at low-income senior communities. We provide regularly scheduled group activities like Companionship Bingo & Trivia with facilitated discussion aimed at developing friendships. As a result, lonely/isolated seniors develop meaningful bonds with their neighbors creating a sustainable social support system where they live. NEW Disaster Support provides monthly activities in 3 high risk senior communities to share recovery/preparedness resources & build camaraderie, so neighbors help neighbors during disasters. Telephone reassurance supports clients w/ social connection & wellness checks. Volunteers are screened, trained & matched w/ clients who share interests. They commit to 15-min calls w/ frequency to meet client needs. They check client wellbeing, encourage medical compliance, discuss hobbies, & show they care. Provides effective way to serve those who don’t need in-home care. Clients/referral sources complete easy online registration. Staff perform background checks & monthly trainings in Confidentiality; Call logs; Conversation Starters; Active Listening; Topics on Aging. Volunteers ask tactful questions, communicate cheerfully, & refer concerns to staff/other agencies. Evidence-based tools like AmeriCorps Independent Living Survey gage impact to client. Annual Quality Assurance Evaluations assess volunteer performance. Annual Volunteer Surveys gage volunteer satisfaction.

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 $99,956 Pinellas Social Action Funding will be used for: 1) Employee salaries/benefits for staff who provide direct support for the Senior Companion Services in Pinellas County. These include: • Program Coordinator-Recruits, trains, and engages volunteers; Recruits and assesses clients; Matches volunteers/clients and follows up to ensure needs are being met; Coordinates monthly volunteer in-services and Small Group Companionship activities; Develops referral networks (Salary $43,000 75% SAF, 25% Other Funds) SUBTOTAL $32,250 • Program Manager- Supervises program staff. Provides leadership in meeting/reporting program outcomes, budget management, and oversees volunteer training/engagement. (Salary $50,000 20% SAF; 20% Other Funds) SUBTOTAL $10,000 • Outreach & Engagement Manager-Develops/strengthens community partnerships for program sustainability (Salary $50,000 10% SAF, 10% Other Funds) SUBTOTAL $5,000 • Outreach Coordinator-Responsible for marketing and communications for client referrals, volunteer recruitment, funder recognition, and community partnerships through website, flyers, newsletters, e-blasts, and social media (Salary $40,000 10% SAF; 10% Other Funds) SUBTOTAL $4,000 • CEO-Provides leadership in

compliance, budget management, and adherence to organizational policies. (Salary $130,000 5% SAF, 5% Other Funds) SUBTOTAL: $6,500 • Program Assistant-Responsible for client/volunteer data entry; Assist with volunteer in-service training; Conducts client surveys; Verifies volunteer timesheets. (Salary $40,000 50% SAF, 50% Other Funds) SUBTOTAL $20,000 • FICA Payroll Tax-7.65% of $126,000 total salaries allocated to project=$9,639 (60% SAF, 40% Other Funds) SUBTOTAL $5,783 • Fringe Benefits-Including Health $730/mo + Dental $17/mo + Vision $6/mo * 12 mos *2.9 total FTE allocated to project = $26,204 (40% Social Action, 60% Other) SUBTOTAL $10,482 Total Salaries, Payroll Taxes, and Benefits = $94,015 2) Senior Companion Operational Expenses in Pinellas County: • Volunteer/Staff Mileage to and from client homes, training, Small Group Companionship events and community outreach events ($0.655 per mile * 23 miles/wk (avg) * 52 weeks) * 15 (volunteers and staff) (40% SAF, 60% other funding) SUBTOTAL $4,700 • Communication systems for staff allocated to project including Zoom phone service, internet, data management system, Microsoft Outlook- $109/month *2.9 FTE *12 months = $3,793 (50% SAF, 50% Other Funding) SUBTOTAL $1,897 Total Operational Expenses = $5,984

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.

Our Senior Companion Services in Pinellas provide the following in-person &/or telephone reassurance companionship services with frequency & dosage prescribed to best meet client needs. The duration of the companionship is ongoing for the full program year. Some of our 1-on-1 companion volunteers have been serving their clients for years! 1) Senior Companion Program provides one-on-one in-person companionship for homebound elders who need additional support to age in place. An average of 15 Senior Companion volunteers provide companionship for 15-20 clients in Pinellas County. Each senior companion volunteer is matched with at least 1 client who they visit 2-3 times per week for a 2-3 hours per visit. They help with light chores, errands, reading mail, playing games, and other mentally stimulating activities. Services also provide respite for caregivers. 2) TelePals provides telephone reassurance for lonely seniors in need of social connection. An average of 20 TelePal volunteers are matched with 20 lonely senior clients. TelePals commit to at least two 15-minute calls to their client each week. Conversations focus on shared hobbies, wellness checks, encourage medical compliance, and let clients know they have someone who cares. 3) Group Companionship meets isolated seniors “where they are”, with activities provided in collaboration with low-income senior communities. Group Companionship is provided bi-monthly in at least 5 senior living communities, monthly in at least 3 communities identified for disaster support, reaching an average of 185 seniors each month with companionship activities. We provide activities such as Companionship Bingo, Trivia, Community Service Projects, and Disaster Support with facilitated discussion aimed at developing friendships among senior residents. The goal is to reduce social isolation through intentional activities that develop meaningful social bonds with peers in their community who share interests and life experiences. Seniors who are lonely are often reluctant to ask for help. Services that provide companionship as group activities focused on shared interests/hobbies removes the stigma of asking for help and creates a fun, approachable opportunity for isolated seniors to make lasting friendships where they live.

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

Our target population is elders or adults with disabilities who are Low-to-Moderate-Income and reside in Pinellas County. You hear the stories - your friend’s elderly mother, widowed grandfather or even your own favorite aunt needs a hand but has no idea where to turn. They’ve lost their spouse or best friend. Their health or finances are running out. Their children don’t live nearby. They often forget to take their medicine or even eat. The elders we serve often live alone or lack effective support from family or friends needed to remain socially connected and age in place. Many are referred on the brink of needing costly nursing home care or hiring a professional. They cannot afford these services, and many do not have family nearby. Others may have family caregivers overwhelmed with the demands of caregiving. These seniors become more at risk every day. They may get meals delivered but need a companion to ensure it gets eaten. Clients and their caregivers often have deepening depression or forgetfulness. Senior Companion Services provide the support elders need to age in place, eases the loneliness that threatens their health and independence, and

connects them to additional services if their wellbeing is in jeopardy. With an eye towards minimizing barriers to entry, eligibility criteria are: 1) Pinellas resident; 2) Age 55+ (or 18+ w/ disability); 3) Demonstrated need of support: For examples Referral from agency serving low-income seniors like low-income/public housing; Reside in area/zip code designated by the County as Low-Moderate-Income; Approved for benefits such as SNAP. These real life stories demonstrate the need of our target population: True story #1: During Hurricane Helene, Mae was scared to take her dog to the Gibbs High School shelter with her. Instead, she sat on her kitchen table, terrified and alone in her pitch-black apartment as the flood water rose to over 3 feet that night. When the water receded, she had nowhere else to go, so she opened the doors and windows and cleaned the best she could. When Milton came, Mae was in the hospital, with no one close by to take care of her dog. This time, her apartment had 4 feet of water. Luckily, her dog is a good swimmer and was able to stay above water until a friend from out of town was able to rescue him, but Mae will never forget the overwhelming fear she felt laying in the hospital, not knowing if he would be okay. It's essential for the health and well-being of seniors like Mae to build a support system within senior communities where neighbors can count on their neighbors, and no senior has to endure the storm alone. True story #2: Louise is a Senior Companion Client - well-educated with a Masters in Teaching and treasured memories of helping countless students succeed. Now the ravages of multiple sclerosis (M.S.) have made her frail & disabled. Declared legally blind after multiple eye surgeries, she became isolated & depressed. Enter Tanya, her Companion volunteer. Louise says: "Tanya's support helped me admit my vision was deteriorating. She has made a Very Important difference. I'm not depressed anymore." Tanya volunteers 3 days/week, 5 hours/day, helping with chores, errands & most importantly has become a real friend. They eat together, read together & take walks. Tanya does it for exercise & Louise loves having someone to chat with while they walk. Louise's daughter is thrilled that her mom's blood pressure has gone down & that she no longer has to nag her to go outside. All are happier & healthier as a result! True story #3: Daisy and Peter were still best friends after 65 years of marriage. After 40+ years teaching high school Spanish, Daisy knew a thing or two about overcoming challenges. But when Peter's dementia turned Daisy into fulltime caregiver, she became emotionally and physically exhausted. Her grown daughter often missed work to help. With private in-home care cost-prohibitive, she found Seniors in Service. Our staff visited to assess their needs. Volunteer David shared Peter's love for dominoes - a perfect match! Daisy trusted David to care for Peter while she ran errands or met friends for a quick lunch. She and her daughter could both enjoy life again. They appreciated that David helped with errands, chores and even fixed Daisy's computer. Peter loved his time with David. Peter loved to talk and David loved to listen. And now that Peter has passed away, David knows that Daisy still wants and needs his friendship and support. Yet with all David does to improve his clients' lives, he insists that they are the ones who improve his. Without your funding many frail elders like Mae will face disasters alone and Louise will be unable to age in place. The never-ending demands on sweet caregivers like Daisy will jeopardize the ability for either spouse to remain living at home. Your funding will help the most vulnerable at-risk Pinellas elders plus their caregivers. For many, their volunteer is their only connection to the outside world. Senior Companion Services enable elders to remain living at home, avoiding institutionalization that should be reserved only for those unable to care for themselves even with assistance. And our entire community benefits!

D.5. Provide the geographic service area(s) and hours and days for the program during contract period.
Geographic service area includes all of Pinellas County. Hours of operation are Monday through Friday regular business hours, except Federal Holidays.

D.6. Describe the program staff, including qualifications, expertise, and credentials, if required.
Key Pinellas Program Staff: CEO Robin Ingles was initially lured to Seniors in Service as a volunteer. As Marketing Director, she fell in love w/ the mission so when offered the CEO position in 2019, she jumped at the chance. She has 25+ years experience in Finance, Marketing, Operations, Team building, & Leadership. Has overseen launching of new services & significant expansion of impact. She oversees federal/state/county/city contracts/grants. Education includes B.S. Accounting, Wake Forest University. Director of Programs Lorena Mielke: 8+ years program implementation/reporting, volunteer management, staff supervision, & assessment/support experience with our

Education Programs. Based on her exceptional performance as a leader, she was promoted to Director, managing outcomes & compliance for all our services. Accomplishments include exceeding outcomes for over 30 grants, developed new partnerships that increased funding for Seniors in Service programs, & led Service Enterprise Certification efforts to expand our capacity to engage volunteers. Bilingual Spanish. Education: BA in International Studies, Minor in Business Administration, University of South Florida Program Manager Sarah Rosenbaum: 8+ years program implementation, community outreach, volunteer management, & reporting for senior services. Manages compliance of federal grants, county CDBG contracts, local foundation contracts. After 4 years of successfully meeting goals and exceeding outcomes in her role as Community Engagement Coordinator she was promoted to Manager, leading all Pinellas services including the design & implementation of our new Senior Disaster Support Services Program Coordinator Carmen Rodriquez is an Air Force Veteran, bilingual Spanish, & has 11+ years of experience in customer service. She initially joined Seniors in Service as a volunteer, then made a career change from mortgages to nonprofits to follow her passion of helping seniors. Education: BS Finance University of Nevada

E. Program Outcomes and Goals

Completed by amanning@seniorsinservice.org on 4/4/2025 9:52 AM

Case Id: 19088
Name: Seniors in Service 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 Seniors in Service.pdf

E.2. What information will be collected to demonstrate program success?
Data is collected/maintained in compliance with federal/local funder grant requirements. Evidence-based client surveys track our role in ensuring clients feel socially connected, are able to remain independent and/or care for their loved one. Using our Neworg data base management & tracking system, we generate reports using data from Client Impact Surveys, Quality Assurance Evaluations of Volunteer Performance, Volunteer Activity Logs, Volunteer Timesheets & Volunteer Satisfaction Surveys: # of clients served, # clients who respond positively on Client Impact Survey, # volunteers who served, and # volunteer service hours. In addition to data, heart-warming testimonials like these demonstrate program success: "All four of my kids live in Cuba, so I am completely alone here in the states. Irma, my Senior Companion volunteer, is my only family, and I do not know what I would do without her." - Jose Sánchez, Senior Companion Client. "My father's companion is Juan Garrido. He checks in via phone and in-person and also helps with errands. Juan is patient and kind, just an awesome person. This is an important service for the elderly. Dad considers Juan his friend. Two thumbs up for Seniors in Service." -Daughter of Senior Companion Client

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)
For in-home companionship: Program staff administer the evidence-based AmeriCorps Seniors Independent Living Surveys annually. Surveys measure feelings of loneliness, ability to remain living at home, ability to do things they enjoy, ability to perform necessary errands/go to medical appointments, and overall satisfaction. Staff review monthly Volunteer Activity Reports signed by clients to ensure intended services are being delivered and make needed adjustments. For services delivered at our senior-living partner sites: Site liaisons complete Senior Companion Quality Assurance surveys, a modified version of the AmeriCorps Senior Independent Living Survey, to indicate # of clients served at their site and # who exhibit increased social support/improved independence. For telephone reassurance:

We call participants monthly to survey clients, gage progress and ensure calls are being conducted as prescribed. Telephone reassurance assessments were created by Seniors in Service staff and reviewed as a validated method of collected data by University of South Florida School of Psychology. We also use a modified version of the Kessler 6, a 6-item self-report measure intended to assess mental wellness of the general population. For Group Companionship: Sign-in sheets at each event will track clients. Outcomes will be evaluated using surveys collected by staff or partner sites every 6 months from individuals who participate in group companionship. We will use the AmeriCorps Seniors Independent Living Survey which measure feelings of loneliness, ability to remain living at home, ability to do things they enjoy, ability to perform necessary errands/go to medical appointments, and overall satisfaction. Data is compiled and reviewed by Senior Companion Program Coordinator and Manager. Survey results are used to identify areas for enhanced volunteer training and engagement. Surveys and personal testimonials also help identify additional client needs so we can collaborate with other senior serving agencies as referral partners to help meet these needs.

F. Budget

Completed by amanning@seniorsinservice.org on 4/4/2025 9:56 AM

Case Id: 19088
Name: Seniors in Service 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.
$4,111,352.00

F.2. Total Program budget. Amount currently allocated to fund the program with the requested Social Action Funding.
$430,219.00

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?
23.00%

F.5. What other funders also financially support this program? To include the amount of funding and what those funds are used for.
-AmeriCorps Seniors ($115,827)-Funds are used to provide $4/hr stipend for 15 Senior Companion volunteers who provide 1-on-1 in person companionship. Recipients of the stipend must be low-income seniors who income qualify. Funds are also used for staff and volunteer mileage reimbursement, volunteer costs such as background checks, uniforms, and volunteer recognition. -Pinellas CDBG ($35,321)-Funds a portion of salary for Outreach Coordinator and Community Engagement Manager -City of Largo CDBG ($12,760)-Funds a portion of salary for one Program Coordinator who provides Group Companionship -United Way Suncoast ($35,512)-Funds supplies, training, and client resources for Senior Disaster Support services -Pinellas Community Foundation Senior Citizens Services Senior Support Services ($5,000)-Funds a portion of salaries for staff contributing to Senior Companion Services -Community Care Corps ($125,810)-Funds salary of Senior Disaster Support Specialist, Senior Disaster Support volunteer expenses, disaster support training, program supplies, and operating expenses

F.6. What other Pinellas County funding does the organization receive for any and all programs?
-Juvenile Welfare Board of Pinellas County-$334,619 per year to support our Classroom Grandparent program -Pinellas CDBG-$35,321 to support Senior Companion Services -Orlando Health Bayfront Hospital-$30,441 to support Health Buddies -Pinellas Community Foundation Senior Citizen Services Wellness Grant-$6,100 to support Health Buddies -Pinellas Community Foundation-$20,000 to support operating expenses -Foundation for a Healthy St.Pete-$249,524 to support our Classroom Grandparent Program for 3 years

F.7. Describe the organizations plan for financial and program sustainability beyond fiscal year 2026.
The program will continue beyond expiration of Social Action Funding by meeting and EXCEEDING expected outcomes, through continued support from long-standing funders and through our ongoing aggressive pursuit of new funders who have affinity for elder support. We have sustained funding for 41 years from federal, state and local public/private

funders, enabling us to successfully meet objectives & ensure sustainable programming. Our founding sponsor and largest funder is AmeriCorps which currently provides over $2.2 Million of federal funds to support 6 major programs in Pinellas/Hillsborough/Pasco: the Foster Grandparent Program ($1,091,074); the Senior Companion Program ($385,982); 3 Retired & Senior Volunteer Programs (RSVP Hillsborough $90,539, RSVP Pasco $112,022, RSVP Pinellas $127,889); & Operation: Veteran Connect ($408,240). We have successfully secured/administered Pinellas County, Hillsborough County & City of Tampa and City of Largo Community Development Block Grants for both Public Service & Facility Improvements, delivering project objectives/outcomes for 20+ years. We also receive local funding to serve in Pinellas from United Way Suncoast, Community Foundation Tampa Bay, Juvenile Welfare Board, Pinellas Community Foundation, Suncoast Credit Union, BayCare, and Pinellas County Social Action Funding. We've also received local support from Senior Connection Center, Hillsborough County Board of County Commissioners, Children's Board Hillsborough County and Hillsborough County Public Schools. And we receive support from individual private donors. Our largest support is in-kind volunteer service valued at over $5 million EACH year! We maintain cash reserves to cover 3 months of operating expenses. 100% of our board members contribute each year. We own our real estate debt-free, saving $50,000+/year in rent/mortgage. Our most recent independent audit shows 92% goes to programs.

F.8. Please download and complete the Annual Budget form.

☑ **Annual Budget Narrative *Required**

FY26 Annual Budget Report-Seniors in Service of Tampa Bay.xlsx

G. Required Documents

Completed by amanning@seniorsinservice.org on 4/4/2025 10:06 AM

Case Id: 19088
Name: Seniors in Service 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 Seniors in Service of Tampa Bay.pdf

☑ **Proof of incorporation in the State of Florida for at least one (1) year Save as Incorporation Agency name *Required**
Incorporation Seniors in Service of Tampa Bay.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 Seniors in Service of Tampa Bay.pdf

☑ **W-9 with legal name which matches that of applicant name Save as W9 Agency name *Required**
W9-Seniors in Service of Tampa Bay.pdf

☑ **Current Certificate of Insurance Save as Insurance Agency Name *Required**
Insurance Seniors in Service of Tampa Bay.pdf

☑ **Completed Internal Control Checklist Save as Internal Control Checklist Agency name *Required**
Internal Control Checklist Seniors in Service of Tampa Bay.pdf

☑ **Annual Budget Report Save as Annual Budget Agency name *Required**

Annual Budget-Seniors in Service of Tampa Bay.pdf

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

Outcomes and Goals Seniors in Service.pdf

☑ **Current state licenses or registrations**

AHCA License Seniors In Service of Tampa Bay Inc - Pinellas 2025.pdf

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

Org Chart Seniors in Service.pdf

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

Job Descriptions Seniors in Service of Tampa Bay.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 Seniors in Service of Tampa Bay.pdf

☑ **HS E-Verify Affidavit Save as Everify Agency name *Required**

Everify Seniors in Service of Tampa Bay.pdf

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

Board Members Seniors in Service of Tampa Bay.pdf

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

***No files uploaded*

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

Human Trafficking Seniors in Service of Tampa Bay.pdf

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

Travel Policy Seniors in Service of Tampa Bay.pdf

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

Conflict of Interest Policy Seniors in Service of Tampa Bay.pdf

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

***No files uploaded*

Submit

Completed by amanning@seniorsinservice.org on 4/4/2025 10:09 AM

Case Id: 19088
Name: Seniors in Service 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
Amy Manning
Electronically signed by amanning@seniorsinservice.org on 4/4/2025 10:09 AM

Date Submitted
04/04/2025

Program Description

Completed by grants@feastfoodpantry.org on 3/31/2025 4:35 PM

Case Id: 19126
Name: F.E.A.S.T., 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 grants@feastfoodpantry.org on 3/31/2025 4:37 PM

Case Id: 19126
Name: F.E.A.S.T., 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 grants@feastfoodpantry.org on 4/2/2025 6:03 PM

Case Id: 19126
Name: F.E.A.S.T., Inc.
Address: *No Address Assigned

A. Agency Information

Please provide the following information.

LEGAL AGENCY INFORMATION (FOR CONTRACT)

A.1. Legal Organization Name
F.E.A.S.T., Inc.

A.2. DBA (if applicable)
FEAST Food Pantry

A.3. Legal Address
2255 Nebraska Avenue Palm Harbor, FL 34683--3947

PROJECT INFORMATION

A.4. Program Name/Project Title
Expanding FEAST Senior Services

A.5. Summary - provide a brief summary of program and how funding would be utilized.
This program will reduce food insecurity in Pinellas County by expanding customized food supplies to low-income Pinellas County Senior Citizens.

A.6. Physical Program Address
2255 Nebraska Avenue Palm Harbor, FL 34683--3947

A.7. Program Manager First Name
Tamara

A.8. Program Manager Last Name
Black

A.9. Program Manager Title
Executive Director

A.10. Program Manager Email
tamara@feastfoodpantry.org

A.11. Program Manager Phone Number
(813) 300-4422

APPLICATION CONTACT INFORMATION

A.19. First Name
Julie

A.20. Last Name
Nations

A.21. Contact Person/Title
Grants Specialist

A.22. Contact Email
juliecnations@gmail.com

A.23. Telephone
9012626266

A.24. Executive Officer with signing authority First Name
Tamara

A.25. Executive Officer with signing authority Last Name
Black

A.26. Executive Officer Title
Executive Director

A.27. Executive Officer Email
tamara@feastfoodpantry.org

A.28. Executive Officer Phone Number
(813) 300-4422

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
$43,200.00

A.15. Taxpayer/Employer ID
59-2981961

A.16. Unique Entity Identifier (UEI- Federal SAM.GOV Number, if registered
CVVLXNBMZRA8

A.17. Date of incorporation in Florida
11/27/1989

A.18. Date of 501(c)(3) Status
12/01/1991

B. Organization Profile

Completed by grants@feastfoodpantry.org on 4/4/2025 3:05 PM

Case Id: 19126
Name: F.E.A.S.T., 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 and purpose of the FEAST Food Pantry readily aligns with Pinellas County Social Action Grant Program to address food and nutritional services. The mission of the FEAST Food Pantry is to compassionately provide food and personal care items to families in need in our local communities, specifically in North Pinellas County. The primary purpose at FEAST is to help address the needs of the Pinellas County residents who are suffering from food insecurity and need assistance. The families FEAST serves come from an array of the low-income Pinellas County population, including senior citizens, children, veterans, and homeless people. FEAST distributes bags of shelf-stable food, including canned and boxed items, based on family size, which typically equates to a three-to-four-day supply of food. In addition, FEAST provides perishable food staples such as meat, milk, eggs and fresh produce, which helps these Pinellas County residents create a balanced diet for their families. Not only do these individuals and families receive food, but they also receive personal care items as needed such as toilet paper, toothpaste, and hygiene products not permitted for purchase under the U.S. Department of Agriculture's Supplemental Nutrition Assistance Program (SNAP.) Further, FEAST frequently adjusts food types and food distribution to the expressed needs of clients. For instance, FEAST currently serves many senior citizens and recognizes their unique nutritional requirements as many suffer from chronic diseases, such as hypertension and diabetes. Therefore, FEAST customizes the food we distribute to seniors to provide healthier foods such as lower sodium, lower sugar, and higher fiber options. In addition, we strive to create a positive experience for each person every time they visit the FEAST Pantry. Since many of FEAST's clients often feel uneasy and embarrassed about having to utilize a food pantry, FEAST works to make certain that their experience is a positive one. FEAST strives to provide a dignified experience for our families and treat each person with respect and kindness. To accomplish this, FEAST trains volunteers to be polite, to listen to clients' needs, and to work to develop a positive relationship with them. Additionally, all FEAST personnel and volunteers have been trained to provide information about other food pantries and services in the area and commonly encourage residents to utilize findhelp and 211 for assistance. FEAST takes pride in providing food and nutritional services to low-income Pinellas County residents with compassion and respect to reduce food insecurity across the County.

B.2. Describe your board membership and how the board is reflective of the target population.
FEAST, Inc. Board of Directors is comprised of individuals with much experience and knowledge of the local Pinellas County community and the specific needs of FEAST clients. Board members are representative of this vulnerable target population – senior citizens who also include women, people of color, veterans, and the homeless. Two current board members have also shared that they experienced food insecurity in the past which provides personal and unique insight into the difficulties faced by these individuals and families. All board members have the knowledge, experience, and commitment to recognize the problems this target population faces as well as a willingness to work toward improving the lives of these Pinellas County residents. Board members with strong business and financial expertise guide FEAST's financial decisions. Other members bring insight into broader social issues and relative solutions, while still others come from the medical community and offer knowledge of how food insecurity affects health. These diverse perspectives enrich FEAST's approach to addressing issues within a specific target population. Further, the board has nearly perfect attendance at monthly meetings, and all members help to solicit both monetary and in-kind contributions as well as

personally donating money or in-kind support and assisting with community outreach activities. The board is energetic and invested in the success of the organization and its programs.

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

For 36 years FEAST Food Pantry has provided food to low-income, food insecure households in Pinellas County. FEAST began as a small, grassroots effort by a local church, and for years served only 1,000 clients monthly. Later, FEAST formed as a separate, secular charity. In 2020, FEAST reorganized and expanded under new leadership. Until mid-2023 the management team was entirely volunteer and has now created a positive, energetic environment for 84 volunteers who are passionate about serving the needs of FEAST's clients. In 2024, FEAST served over 4,000 individuals per month representing more than a 350% increase in clients since 2020. FEAST served this increased number of individuals providing increased nutritional value as well as the amount of food distributed. FEAST collaborates with Feeding Tampa Bay, St. Pete Free Clinic, and BayCare Health Systems to receive high-quality fresh produce, milk, eggs, meats, and bread to distribute. FEAST partners with local churches, schools, and businesses to host food collection drives. FEAST is the beneficiary of the Palm Harbor USPS Stamp Out Hunger food drive each spring. By continuing to seek funding for food purchases, collaborating with other organizations, and soliciting community donations of healthy food, FEAST's experience in providing food to the food insecure, low-income residents in Pinellas County continues to contribute to its relevance in the community.

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

Onboarding of Expanding FEAST Senior Services project requires a great deal of attainment and organization of specific nutritional foods, scheduling of staff, organization and scheduling of volunteers, and coordination with the project partner agency, Neighborly Senior Care Network (Neighborly.) This project will be managed by the FEAST Operations Supervisor who will oversee the FEAST lead volunteer assigned to this project. The project lead will coordinate purchase and/or attainment of the appropriate food items for this project. The lead volunteer will also develop a schedule in coordination with Neighborly, the partner organization, for bi-monthly delivery and distribution of the food bags designed specifically for this senior population. Project implementation will begin immediately upon notice of the award and will continue for twelve months or through the designated project period set to end September 30, 2026. The detailed steps of implementation include, but are not limited to the following timeline: Month 1 – October 2025 1) Kick-off meeting with project partner, Neighborly and designated staff. 2) Project lead to distribute schedule for food assembly and distribution. 3) Purchase and/or attainment of specific foods designated for the project. 4) Shelf-stable food items to be marked and sorted into crates for easy access. 5) Train volunteers regarding senior nutritional items, distribution schedule, etc. and post list of food items for this project in FEAST food packing area. 6) Based on schedule, trained volunteers will pack shelf-stable items on designated days per the project implementation schedule. 7) On delivery/distribution days, volunteers will add milk and eggs to bags. 8) Twice monthly deliver bags to Neighborly for distribution which involves. completion of the food bags with perishable food items, packing the FEAST delivery van, and transporting the bags to Neighborly. 9) Twice monthly distribute bags to seniors through FEAST drive-through which includes traffic safety and parking details such as setting up cones for the car line, directing drivers to parking spaces, volunteers greeting clients and getting their information to complete their check-in using FoodBank Manager database to record the visit, food runners to deliver food to the client's car, stockers to keep food runners stocked with bags, and then appropriately storing any food not distributed for the next distribution day. 10) Gather monthly distribution data for tracking and reporting progress as well as making any needed programmatic adjustments. 11) Report progress and request reimbursement from funder monthly. Months 2 – 12 (November 2025 – September 2026) 12) Repeat steps 3 through 11 monthly through the end of the project period.

C. Community Needs

Completed by grants@feastfoodpantry.org on 4/4/2025 3:07 PM

Case Id: 19126
Name: F.E.A.S.T., 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.
In 2024, FEAST served 54,000 people and projects reaching 70,000 food insecure people in 2025. Of the total served, the Pinellas County senior population according to FEAST's 2025 data indicates astounding need within the senior population as 46% of FEAST's Pinellas County residents are seniors. This vulnerable population includes low-income seniors who also may be women, people of color, veterans, homeless, and/or seniors with limited English proficiency. The FEAST Food Pantry, located on Nebraska Avenue in Palm Harbor, predominantly serves families from North Pinellas County which include Palm Harbor, Tarpon Springs, Dunedin, Safety Harbor, Crystal Beach, Oldsmar and parts of Clearwater. In this area, there are thousands of families, including seniors, who suffer from food insecurity and are in dire need of assistance to feed their families. Seniors who are vulnerable and facing food insecurity are also at risk for developing health issues such as diabetes, obesity, hypertension, and other chronic diseases. A Journal of the American Heart Association (2022) study examining the effects of food insecurity on health found more cardiovascular disease and higher overall death rates exists among those reporting food insecurity. Food insecurity can cause psychological stress, depressive disorders, and an increase in the risk of other mental illnesses (nih.gov.) Affording a diet of healthy food is difficult for those with limited income and resources. Clearly, providing healthy, nutritious food to food insecure senior residents can impact physical health and wellbeing to vulnerable seniors 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.
According to data from the National Census Database, nearly 25% of the North Pinellas population is at risk for food insecurity. FEAST's primary service area of North Pinellas County has a population of 232,092 residents. Of this population, there are nearly 6,000 people living at or below the national poverty level and clearly need the assistance of the FEAST Food Pantry. More specifically, of Pinellas County population of 961,596, according to U.S. Census data, 27% are 65 years of age or older. FEAST's data also indicates that 20% of total clients served are 55 to 64 years of age and 26% of total clients served are 65 years of age or older. Furthermore, there are over 25,000 people in FEAST's service area who are 65 years of age or older and living on a fixed income with no savings at all. There are also over 20,000 people in this service area who are considered ALICE residents: Asset Limited, Income Constrained, Employed individuals. FEAST defines "vulnerable" according to the Federal Poverty Guidelines. According to the U.S. Department of Health and Human Services the 2024 Federal Poverty Level for a senior is $15,060. Based on survey results of FEAST's clients nearly 97% of FEAST's clients, regardless of age and size of family, are at or below the federal poverty level. Furthermore, nearly 3% of FEAST's clients are homeless. The 2023 ALICE (Asset Limited, Income Constrained, Employed) Report (United Way) found that 36% of Pinellas households are below the ALICE income threshold for a family of four. These families, many of whom include seniors, even though they have some income, still often have to choose between buying food, paying rent, seeking medical attention, or affording other daily expenses. FEAST also tracks data based on the American Rescue Plan Act (ARPA) standards which reveal that 29% of FEAST families in qualifying census tracts/areas are below the State and Local Fiscal Recovery Fund (SLFRF) Low-Income Threshold. However, based on FEAST's client surveys, 84% of all FEAST clients are below the SLFRF Low- and Moderate-Income Thresholds. In summary, current data clearly indicates that a significant number of Pinellas County seniors are highly vulnerable to suffering from food

insecurity. These seniors are unable to cover basic household expenses in Pinellas County and need assistance for their basic needs. According to BayCare's 2023 Community Health Needs Assessment, 13% of Pinellas County residents report food being insecure, a rate higher than the Florida average. Finally, this project will reach a segment of the senior population who can still prepare food for themselves yet have some difficulty with mobilization as well as funding resources. FEAST's 350% growth over the last five years will likely continue into the foreseeable future due to the lingering effects of the pandemic coupled with inflation, a significant increase in food prices, and the high cost of housing 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?
FEAST currently serves over 4,000 individuals per month of which many are seniors. In discussion with Neighborly Senior Care Network, FEAST is proposing the expansion of its senior services to expand both the quantity and quality of food distributed to include healthy, nutritious, high-protein foods especially assembled for seniors to reach 72 Pinellas County seniors. Expanding FEAST Senior Services will provide 72 seniors with customized services twice monthly for twelve months. Since 1966 Neighborly has served the elderly with ever-expanding programs to "improve health, wellness, and independent living for individuals and families." Neighborly is a non-profit 501C (3) organization licensed as a corporation in the State of Florida and dedicated to improving the lives of older people in need of home and community-based services who reside in Pinellas County, Florida. A champion for seniors, Neighborly already provides Meals on Wheels and a Senior Dining program. However, the Expanding FEAST Senior Services project will meet an unmet need in the Pinellas County senior community, especially in the targeted areas of Palm Harbor, Safety Harbor, and two distinct locations in North Greenwood in Clearwater. Neighborly identified these locations related to this unmet need to serve seniors who are independent enough to prepare food in a limited manner yet financially struggling to obtain the needed foods. In fact, City of Clearwater study, entitled North Greenwood Areas Finding of Necessity Study, completed in 2020 reveals that these North Greenwood areas of Clearwater report 31% living in poverty as compared to 16% Citywide. Funding the Expanding FEAST Senior Services project will fund a total of 1,728 senior visits/bags of healthy food over the one-year project period. The 1,728 senior clients points of contact will also provide opportunities for FEAST and Neighborly Senior Care Network to enhance senior awareness related to additional senior services throughout Pinellas County and the surrounding area. For example, Neighborly provides nutrition counseling for seniors as needed and both FEAST and Neighborly network with other Pinellas County senior service providers who offer countless programs for this vulnerable population.

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.
FEAST Food Pantry will coordinate and implement this project at its site in Palm Harbor with assistance from its community volunteers. FEAST will purchase the select food necessary to implement this project and will coordinate food distribution with its partner, Neighborly Senior Care Network. FEAST will provide these expanded services to its senior

client base through the FEAST drive-through distribution program and will also deliver bags to Neighborly Senior Care Network for distribution for newly served Pinellas County seniors in targeted, unserved and underserved areas of Palm Harbor, Safety Harbor, and two North Greenwood locations in Clearwater. A letter of collaboration between FEAST and Neighborly is attached.

Please upload Collaborative Letter

☑ **Collaborative Letter**

Partnership Letter FEAST FY25 SAF.pdf

D. Scope of Services

Completed by grants@feastfoodpantry.org on 4/4/2025 3:09 PM

Case Id: 19126
Name: F.E.A.S.T., 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.
In coordination with Neighborly Senior Care Network, FEAST is proposing the expansion of its senior services to expand both the quantity and quality of food distributed to include healthy, nutritious, high-protein foods customized for seniors. The foods assembled for distribution to the Pinellas County seniors will include foods selected specifically for this population in consideration of need, taste, and easy preparation. Expanding FEAST Senior Services will provide 72 seniors with customized services twice monthly for twelve months. Existing FEAST senior clients will benefit nutritionally from these enhanced and expanded services as well as projected new clients reached through FEAST's partnership with Neighborly. Senior clients new to FEAST will be served through FEAST's partnership with Neighborly Senior Care Network.

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 project funding will be used to purchase select foods for seniors to be distributed to an estimated 72 seniors twice a month for 12 months. The food bags for each senior will include one dozen eggs, one gallon of milk, two canned meats, two canned beans, one container of macaroni and cheese, two cans of soup, one can of pasta, two canned vegetables, one container of ramen noodles, one canned fruit, and one box of cereal. The cost per food bag for each senior per visit is $25.00. Serving 72 seniors twice monthly for twelve months totals 1,728 visits or service deliveries for the twelve-month project period. Maybe most importantly, this funding enables delivery of essential food to this population. Many of Pinellas County senior residents' level of independent functioning enables them to prepare their own meals with easy to prepare, healthy foods. However, often this same population has mobilization and transportation challenges in addition to financial challenges. FEAST and Neighborly believe that this service will greatly benefit these target areas of 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.
FEAST will distribute customized food bags to 72 seniors in Pinellas County. These bags will be distributed twice a month for twelve months for a total of 24 distribution events. Serving 72 senior residents twice monthly for the project period of one year will provide the opportunity for 1,728 senior resident service encounters based on this project.

D.4. What is the target population and eligibility criteria for the program?
The target population for this project is vulnerable, low-income, food insecure senior residents of Pinellas County. FEAST and Neighborly have determined select areas in Palm Harbor and Safety Harbor as well as two North Greenwood locations in Clearwater and will target unserved or underserved low-income seniors in those areas. Eligibility for this

project will be based on age (55+) and income. FEAST surveys clients regarding need and program impact.

D.5. Provide the geographic service area(s) and hours and days for the program during contract period.
FEAST Food Pantry located on Nebraska Avenue in Palm Harbor will manage project implementation. FEAST is easily accessible to seniors in the target areas who are familiar with FEAST's services and the new seniors served through this project will primarily be served through FEAST's partnership with Neighborly Senior Care Network who will distribute the food to clients who reside in the target areas. The Expanding FEAST Senior Services project will target specific geographic service areas in Palm Harbor, Safety Harbor, and two locations in the North Greenwood neighborhood of Clearwater. These areas have been identified in coordination with Neighborly Senior Care Network, FEAST's partner in this project. The distribution schedule is tentatively planned for twice a month on select Wednesdays from 9 a.m. until 12 p.m.

D.6. Describe the program staff, including qualifications, expertise, and credentials, if required.
FEAST has an efficient and effective organizational structure with clearly defined roles for every member of the organization. Every FEAST staff member began their work with FEAST as a volunteer. The FEAST leadership team is comprised of the Executive Director and an Operations Supervisor who work together with the Board of Directors and other program staff to implement programs to help feed more low-income people in Pinellas County. FEAST leadership team has many years of experience working in both professional and nonprofit capacities before coming to FEAST. The current leadership has now been at FEAST for five years. The FEAST leadership team is supported by the FEAST Route Delivery Driver who is responsible for maintaining relations with retail and community donors. FEAST's Route Delivery Driver's dedication to the food pantry is integral to the organization's success. The Administrative Coordinator manages record keeping, correspondence, and financial management of the grant to include monthly reports and requests for reimbursement. The Data Coordinator tracks donations. The Operations Supervisor manages scheduling of FEAST's 84 trained volunteers who are the backbone of the food pantry. FEAST's volunteers are passionate about helping others and furthering the pantry's mission throughout Pinellas County. FEAST was incorporated in 1989 and has maintained active status through the State of Florida Department of State. FEAST complies with the registration requirements of Chapter 496 Florida Statutes, Solicitation of Contributions Act through the Florida Department of Agriculture and Consumer Services. FEAST maintains their Consumer's Certificate of Exemption issued pursuant to Chapter 212, Florida Statutes. FEAST was issued an operating permit by the State of Florida Department of Health. FEAST has completed the "Preventing Food Contamination" program through the Department of Health and members of the FEAST leadership team have achieved the "Servsafe Certi

E. Program Outcomes and Goals

Completed by grants@feastfoodpantry.org on 4/4/2025 3:11 PM

Case Id: 19126
Name: F.E.A.S.T., 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 FEAST FY25 SAF.docx

E.2. What information will be collected to demonstrate program success?
Upon notice of the award, FEAST will announce the dates/times for the Expanding FEAST Senior Services food distribution. FEAST will publicize the project with dates and times by distributing flyers through FEAST and Neighborly contacts and by posting the information on social media. When senior clients participate in the food distribution event, trained volunteers will complete a survey asking the senior participant 1) if they feel this customized food improves their overall sense of health and well-being and reduces stress, and 2) if this food adds to the nutritional value of their diet. Seniors' visits and their responses will be recorded in the FoodBank Manager database. FEAST will use the responses to track and report the client's sense of well-being, their reduction in stress, and their perception of the nutritional value of the food provided. FEAST will also track the number of customized food bags distributed to seniors and compare it to numbers of senior participants prior to the 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)
Throughout the year, FEAST uses a cloud-based database, FoodBank Manager, to collect and store data. Upon a client's first visit to FEAST, FEAST collects names, ages, and ethnicities of all family members, their address, and their annual income. FEAST asks the client for photo identification for verification. This data is entered into the database and is used internally to analyze trends, apply for funding, and to refine FEAST's internal processes. Using the FoodBank Manager database, FEAST records the date of each subsequent visit by the client. After the first visit, FEAST administers a two-question survey to determine if the client's physical health is improved and/or if their stress level is reduced based on receiving food from the pantry. FEAST volunteers record the client's responses into the database. During implementation of this project, FEAST will use the database to record each client's visit and their responses to the survey questions, separately from any regular food distribution visit or participation in any other Neighborly program. By carefully tracking the senior services project visits and survey responses, FEAST will obtain data that will

measure the impact of the project and aid in planning for future projects. This data will be collected from each project participant each time they participate in the project.

F. Budget

Completed by grants@feastfoodpantry.org on 4/4/2025 2:57 PM

Case Id: 19126
Name: F.E.A.S.T., 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.
$568,000.00

F.2. Total Program budget. Amount currently allocated to fund the program with the requested Social Action Funding.
$43,200.00

F.3. Total Pinellas County Social Action Funding request.
$43,200.00

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.
FEAST plans to continue its customized senior services program. FEAST is continually seeking funding to support special projects and senior services is one of FEAST's strategic goals in service expansion. FEAST plans to continue to expand its fundraising and grant seeking efforts to provide for sustaining successful projects as well as funding new projects. FEAST will use dedicated grant funding, individual and community monetary donations, and targeted food drives to continue this program to reduce food insecurity for low-income seniors in Pinellas County.

F.8. Please download and complete the Annual Budget form.

☑ **Annual Budget Narrative *Required**
Annual Budget Report FEAST FY25 SAF.xlsx

G. Required Documents

Completed by grants@feastfoodpantry.org on 4/4/2025 3:11 PM

Case Id: 19126
Name: F.E.A.S.T., 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 FEAST EFSS FY25 SAF.pdf
501c3 FEAST Certificate of Exemption.pdf

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

Incorporation FEAST EFSS FY25 SAF Articles of Inc.pdf
Incorporation FEAST EFSS SAF - 2025 annual report - filed FL Sec of St 3.6.2025.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 FEAST EFSS FY25 SAF.pdf

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

W-9 FEAST FY25 SAF.pdf

☑ **Current Certificate of Insurance Save as Insurance Agency Name *Required**

Certificate of Insurance FEAST FY25 SAF.pdf

☑ **Completed Internal Control Checklist Save as Internal Control Checklist Agency name *Required**

Internal Control Checklist FEAST FY25 SAF.pdf

☑ **Annual Budget Report Save as Annual Budget Agency name *Required**

Annual Budget Report FEAST FY25 SAF.xlsx

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

Outcomes and Goals FEAST FY25 SAF.docx

☐ **Current state licenses or registrations**

***No files uploaded*

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

Org Chart FEAST EFSS FY25 SAF.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 FEAST FY25 SAF.pdf

☑ **HS E-Verify Affidavit Save as Everify Agency name *Required**

HS E-Verify Affidavit FEAST FY25 SAF.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 FEAST FY25 SAF.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 grants@feastfoodpantry.org on 4/4/2025 3:13 PM

Case Id: 19126
Name: F.E.A.S.T., 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
Tamara Black
Electronically signed by grants@feastfoodpantry.org on 4/4/2025 3:11 PM

Date Submitted
04/04/2025

Program Description

Completed by karis@vincenthouse.org on 4/3/2025 10:44 AM

Case Id: 19162
Name: Van Gogh's Palette DBA Vincent House
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 karis@vincenthouse.org on 4/3/2025 10:45 AM

Case Id: 19162
Name: Van Gogh's Palette DBA Vincent House
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 karis@vincenthouse.org on 4/4/2025 3:49 PM

Case Id: 19162
Name: Van Gogh's Palette DBA Vincent House
Address: *No Address Assigned

A. Agency Information

Please provide the following information.

LEGAL AGENCY INFORMATION (FOR CONTRACT)

A.1. Legal Organization Name
Van Gogh's Palette, Inc.

A.2. DBA (if applicable)
Vincent House

A.3. Legal Address
4801 78th Ave N Pinellas Park, FL 33781

PROJECT INFORMATION

A.4. Program Name/Project Title
Recovery Through Work

A.5. Summary - provide a brief summary of program and how funding would be utilized.
Helping adults living with severe and persistent mental illness obtain employment in our community.

A.6. Physical Program Address
4801 78th Ave N Pinellas Park, FL 33781

A.7. Program Manager First Name
Charlotte

A.8. Program Manager Last Name
Sonetirot

A.9. Program Manager Title
Program Director

A.10. Program Manager Email
charlotte@vincenthouse.org

A.11. Program Manager Phone Number
(850) 619-5469

APPLICATION CONTACT INFORMATION

A.19. First Name
Karis

A.20. Last Name
Kaeser

A.21. Contact Person/Title
Executive Director

A.22. Contact Email
karis@vincenthouse.org

A.23. Telephone
7279161725

A.24. Executive Officer with signing authority First Name
Karis

A.25. Executive Officer with signing authority Last Name
Kaeser

A.26. Executive Officer Title
Executive Director

A.27. Executive Officer Email
karis@vincenthouse.org

A.28. Executive Officer Phone Number
(727) 916-1725

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
$56,488.00

A.15. Taxpayer/Employer ID
593720139

A.16. Unique Entity Identifier (UEI- Federal SAM.GOV Number, if registered
LUSSXZ7RYPM5

A.17. Date of incorporation in Florida
05/17/2001

A.18. Date of 501(c)(3) Status
03/16/2002

B. Organization Profile

Completed by karis@vincenthouse.org on 4/3/2025 5:33 PM

Case Id: 19162
Name: Van Gogh's Palette DBA Vincent House
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 Van Gogh's Palette DBA Vincent House is to assist, promote, and celebrate individuals recovering from a mental illness in their effort to improve social and vocational skills and become employed in the community. With a focus on adults living with severe and persistent mental illness, Vincent House (VH) serves our communities most vulnerable population. This is the same population that when left unserved makes up 80% of our homeless population, is responsible for over 5,000 Pinellas County Sheriff's calls resulting in incarceration or hospitalization and is the leading cause of death by suicide. While most mental health programs focus on the illness, the Vincent House (VH), through the Evidence-Based and Best Practiced Clubhouse Recovery through Work Model, focuses on a client's (called member) wellness, skills, talents, and abilities. By organizing a safe, supportive, rehabilitative day around a traditional 40-hour workweek, members engage in the process of hands-on vocational rehabilitation highlighting talents and building transferable and employable skills that they can use in their everyday lives and take into a job in the community. Once employed, recovered members earn a wage that can supplement, and in some cases replace, their existing disability income making a positive difference in the poverty level many members live within. Employment decreases homelessness, incarceration, hospitalization, and suicide rates for our members. It increases self-esteem, and dignity and allows for a better quality of life and independence which is monumental for our members and their families. Vincent House programming directly aligns with the County's funding priorities of Healthcare and Human Services for Disadvantaged Residents by providing workforce development, life skills training, and support. It also aligns with Homeless Prevention and Support Services through outreach, prevention and diversion services. In addition to Recovery Through Work programming Vincent House provides, system navigation, transportation, linkage to housing and supportive services. Vincent house is the only Clubhouse serving Pinellas County.

B.2. Describe your board membership and how the board is reflective of the target population.
The board of Vincent House (VH) is made up of community leaders, family members and clubhouse members that have a personal experience with mental illness and understand the nature and importance of a safe recovery community that focuses on the wellness, skills and talents. They work to govern, fund and expand Vincent House within the Pinellas County community.

B.3. Explain the organization’s experience relevant to the proposed priority area.
Vincent House (VH) programming directly aligns with the County's funding priorities of Healthcare and Human Services for Disadvantaged Residents by providing workforce development, life skills training, and support. It also aligns with Homeless Prevention and Support Services through outreach, prevention and diversion services. In addition to Recovery Through Work programming Vincent House provides, system navigation, transportation, linkage to housing and supportive services. Founded in 2003, VH was the first Clubhouse in Florida. Accredited for over 22 years, VH has provided recovery through work services to 1500 lifetime members. Recovery through Work services revolves around the Work Ordered Day and is unique to the Clubhouse model, an Evidence Based and Best Practice model recognized by SAMHSA. These services provide an opportunity for adults living with a severe mental illness to build stamina, employable skills, wellness, and friendship in a safe restorative community that prevents isolation and instead builds

skills and tools to cope with their mental illness. For many of our members a result of attending Clubhouse is employment within the community. VH remains successful in providing employment opportunities to adults who otherwise would not be able to work. VH has provided a total of 1137 employment placements and members have earned $9,450,047 helping to alleviate poverty and stabilizing housing. VH is the only Clubhouse serving Pinellas County.

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

Members are referred into Clubhouse through the mental health community. The only requirement for membership is a severe and persistent mental illness diagnosis. New members are paired with an onboarding member and staff and are encouraged to try each work unit provided within Clubhouse. After two weeks the new member chooses the unit they would like to be a part of and begins working on stamina and skill development. Members are welcome to work in any unit at any time especially if they are looking to build more than one skill set. Some members, are ready for employment in the community quickly, as short as three months. For most members however it is a year or more. It depends on that members goals and their place in recovery. Most of our membership has never worked a day in their lives. If a member has a goal of full time employment, we encourage that member to go through our Transitional Employment program which can take anywhere from 6 months to two years depending on the members needs. The TE program is used to gain experience and build a resume. After Transitional Employment a member can move to Supported Employment and from there Independent Employment. Clubhouse is without time limits, members stay and/or come back to Clubhouse as they need/want. Often their best friends are other members. In addition to workforce training services, VH provides evening and weekend social activities to ensure that working members continue to have access to support and friendship.

C. Community Needs

Completed by karis@vincenthouse.org on 4/3/2025 9:23 PM

Case Id: 19162
Name: Van Gogh's Palette DBA Vincent House
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.
Vincent House serves individuals 18+ that have a severe and persistent mental illness, such as schizophrenia and bipolar disorder, and are determined eligible by clinical documentation from a licensed mental health professional. We are a voluntary program, membership is for life, and the member's desire to participate is a fundamental criteria. Income is not a factor in determining eligibility, but is a factor in the lives of our members. The vast majority of our members are low- to extremely-low income. Supported Employment efforts can be the first step in returning to the workforce, which leads to more independent employment and decreased reliance on public benefits. An estimated 1 in 4 adults live with a mental illness. According to a study performed by the Florida Behavioral Health Association regarding Mental Illness throughout the state of Florida, 61.4 adults report not getting treatment for their mental illness. After a hospitalization, or significant episode of mental illness, there are no services that are proven to be rehabilitative and produce long periods of recovery that promotes and allows for independence, except Clubhouse. If a person has a stroke or a heart attack they attend rehabilitative services to reclaim the skills lost and build stamina to overcome the setback. There are many choices for physical health rehab services. But for mental illness there are almost none. There is clinical therapy, which is vital, but cannot provide an environment meant to promote employment, independence, increase income, further education, and build lasting relationships that keep members from isolating. People with mental illness need a rehabilitation program just like a person recovering from a physical illness. Clubhouse is that restorative program. Vincent House has provided mental health rehabilitation services in Pinellas County for 22 years. As state and federal funding shifts from mental health to opioid addiction treatment and prevention VH finds itself in need of operating funding. We have watched our contract with DCF shrink by 33% last year and are expecting a 10% decrease in funding this coming fiscal year. VH has strong reserves, we were a 2023/24 Bank of America Neighborhood Builder, we have secured several small grants including a $40,000 two year unrestricted operating grant through Pinellas Community Foundation and a $20,000 unrestricted operating grant through Allegany Franciscan Ministries. These grants, along with our current Social Action grant have helped secure FY25. All VH members are disabled and the majority live on disability benefits (SSI or SSDI) demonstrating a low to extremely low income. Continuing to fund Clubhouse employment services for persons living with mental illness is paramount to the recovery and quality of life for adults who have been stigmatized and marginalized by our communities. Without these services homelessness, incarceration, hospitalization and suicide rates will increase.

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 know that non treatment for mental illness can lead to unemployment, suicides hospitalization and incarceration. All costly in human lives as well as economically. Vincent House exists to serve this population giving them a place to belong and tools to thrive. Across the nation, 85% of adults with severe and persistent mental illness are not working. Clubhouse services has been proven to increase long term employment by 5 times and double employment rates compared to public mental health systems. Increasing stability and decreasing poverty and homelessness among those with severe mental illnesses. Site: https://clubhouse-intl.org/our-impact/overview/. Clubhouse Services decrease rates of hospitalization and incarceration by 3 times. Site: https://clubhouse-intl.org/our-impact/overview/. According to end

homelessness.org: in 2023, 31% of the homeless population reported having a serious mental illness. Schizophrenia affects less that 1% of the general U.S. population, but some estimates suggest that up to 20% of people experiencing homelessness are living with the disorder. The most common diagnosis of VH members is schizophrenia. According to Florida Department of Health FL Health Charts, in 2023 Pinellas County experiences 625 Self-harm ER visits, 422 self-harm hospitalizations, 210 suicides per year and 3471 mental health hospitalizations. Incarceration rates among people suffering with mental illness are also high. According to NAMI in February 2021 report: 1 in 4 people with a serious mental illness has been arrested by the police at some point in their lifetime, leading to over 2 million jail bookings of people with serious mental illness each year. Pinellas County incarceration rate in 2023 was 3.0 per 1,000 population: above the state rate of 2.4.

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 project will fund VH Transitional, Supported and Independent Employment services in Pinellas County. With in Vincent House, Supported Employment skills and stamina will be developed through the Unit Work as a part of the Work Ordered Day, which is a structured program containing real and meaningful work that keeps the Clubhouse operating. For example, lunch is served daily at 11:45 and 12:30. If members working the Culinary Unit do not work the jobs they have signed up for, lunch will not be prepared, and no one will eat that day. Staff work side by side with members, but members drive the work. Membership is voluntary, the work is completed because a member WANTS to work, not because a member has to. The specific unit that runs Supported Employment services is the Career Unit. It is this units aim to develop and place as many employment opportunities as possible for our members. Transitional Employment (TE) is unique to Clubhouse and is the most supported employment service. Positions are developed between VH and a community employer. These jobs are real work, the member is paid by the employer, and the experience can be added to resumes for future employment. VH staff fit members to these positions, with no job interview required. Staff learn the position first, then train the member on the job and slowly back away when the member feels comfortable. If the member cannot make their work shift, Vincent House staff cover their shift. This guarantee of coverage removes stress from the member and allows for greater success. Most members never miss a day of their TE. The transitional positions are on going but last only 6-9 months per member placed. This allows for multiple members to cycle through TE placements. Also, these positions are entry-level so that anyone can fill the jobs regardless of previous skills or training. Transitional Employment leads to more successful independent employment and decreases reliance on public benefits. Through June 30, 2024 VH Pinellas employment numbers are: TE placements: 268 SE placements: 205 IE placements: 462 Member Earnings (through FY24): $8,091,801.69 In FY24 VH provided employment services to 190 members with 76 gainfully employed earning $801,688 in wages and 31 members going back to school under our supported education services.

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

☑ **Outcomes/Utilization/Success**
Clubhouse Template Q4_Vincent House Combine.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.
Vincent House works with many employers across the county. Our current Transitional Employment partners are Digigone, Suncoast Center, Directions for Living, Public Defender's Office, Chamber of Commerce. List of Businesses that Employ Vincent House Members: Merchaline Ballenger Co. Metropolitan Charities/ Metro Inclusive Health Directions For Living Skycrest Methodist Church City of Gulfport Copiers Etc. Suncoast Maggie Mae's on the bluffs Rover Public Partnerships LLC Chamber of Commerce Wards Publix Northside Hospital Digigone Natures Food Patch Gulf Coast Jewish Services Natures Food Patch Bealls Boley Center Zaxbys McDonalds Lil Caesars Donavan Marine Bayou Dance Club TJ Maxx Seniors Helping Seniors R' Club HCA Florida Hospital SDII Global Home Depot Tri Glo Tampa General Hospital Dollar Tree Winn Dixie Marshalls Spencer's Portillo's Sirata Beach Resort Public Defenders Office YMCA This list only includes the businesses of 78 members we meet with at least monthly. The list does not include members who have been working for years and moved on with their lives that no longer participate at Vincent House.

Please upload Collaborative Letter

☑ **Collaborative Letter**

Digigone Letter.pdf

D. Scope of Services

Completed by karis@vincenthouse.org on 4/3/2025 9:23 PM

Case Id: 19162
Name: Van Gogh's Palette DBA Vincent House
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.
Vincent House (VH) follows the International Clubhouse Model, proven to be successful at over 300 Clubhouses in 33 different countries. VH was the first accredited Clubhouse in the state of Florida and has been accredited by Clubhouse International for the past 22 years. VH is an Evidence-Based, Best Practice, as determined by the Substance Abuse and Mental Health Administration (SAMHSA). VH offers a unique approach to recovery through hands-on vocational rehabilitation. Three departments (units), each with their responsibilities, work together in collaboration to run the program. Members work side-by-side with staff in the running of the Clubhouse, and through this process, members build their skills, which can then be utilized at their future place of employment. Specifically, our Career Development Unit focuses on finding employment, resume building, interview skills, data entry, and in-house banking for training in self-budgeting. Staff role model workplace behaviors for members, and provide feedback, when necessary, on social behaviors, attire and grooming, and vocational skills. By working alongside staff and peers, members practice setting healthy boundaries with co-workers, managing frustration professionally, and receiving feedback. Working with other members allows for social skills development and friendships to be formed, reducing isolation and social anxieties. VH provides members with supported employment opportunities in the community. Members set goals, staff provides encouragement, outreach, and follow-up to help members stay accountable. Working together at VH builds a trustful relationship between staff and member which is beneficial when a member begins working. Members trust staff to place them in a job that is the best fit for their needs and utilizes their skillset. VH is looking to maintain the Career Unit to keep up with member demand for work. We would like to expand by one staff, but given current funding outlook, maintaining is #1.

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 for programming within VH, specifically to keep up with member demand for work. We respectfully request renewal of funding for our experienced Career Unit Rehabilitation Specialist. This staff allows for the team to cover unit services as well as expand Transitional and Supported Employment 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.
Clubhouse services are administered Monday - Friday 8a to 4p and open to all members. There is no member cap to services.. Dinners celebrating and encouraging employment are held weekly on Wednesday evenings from 4-6p and Socials are offered two Saturdays a month. VH is open every holiday on the holiday to celebrate with our VH family. We believe no member should ever have to celebrate/endure a holiday or life event alone.

D.4. What is the target population and eligibility criteria for the program?
Vincent House membership is available to adults 18 years of age and older, with a diagnosis of a severe mental illness including schizophrenia, schizoaffective disorder, bipolar disorder, PTSD, major depression, and anxiety disorder. Services are provided regardless of gender, race, ethnicity, income, sexual orientation, or educational level. VH serves individuals living throughout Pinellas County. Members participating in Vincent House programming are less likely to be hospitalized for their mental illness. They are less likely to act in a way that leads them to incarceration. They are less likely to abuse substances. Members are more likely to become gainfully employed. They are more likely to live independently. Members are happier and make and retain meaningful and close relationships with others. People living with serious mental illness and attending Clubhouses report less internalized stigma and greater recovery than individuals that have a mental illness but do not attend a Clubhouse community. Clubhouse members report a greater quality of life, and longer on-the-job tenure is found to be highly correlated with Clubhouse membership. Attending Vincent House increases confidence and endurance, can be a first step to a job, and Supported Employment is often that bridge. Through building employment skills, members get real work experience with the support of trusted staff, as well as confirmable references from the employer. Being employed provides additional income that helps assure a more stable life. (Pernice, F. M., Biegel, D. E., Kim, J.-Y., & Conrad-Garrisi, D. (2017). The mediating role of mattering to others in recovery and stigma. Psychiatric Rehabilitation Journal, 40(4), 395–404.)

D.5. Provide the geographic service area(s) and hours and days for the program during contract period.
Vincent House serves all of Pinellas County and is the only Clubhouse located within Pinellas County. We are located in Pinellas Park on 78th Ave and 49th and are easily accessible by both public and private transportation. Vincent House is open Monday through Friday from 8am to 4pm. In addition we are open every Wednesday evening from 4-6 for dinner and have social outings every other Saturday 9am to 2pm. Vincent House is open every holiday and celebrates the holidays with our members so they are not alone.

D.6. Describe the program staff, including qualifications, expertise, and credentials, if required.
The staff at VH work as a team. All staff have college experience in the Human Services field and are offered the opportunity to attend a 2-week training provided by Clubhouse International. The number one requirement of a staff member is the belief in the potential of every VH member; this is crucial to the success of the program. VH is purposely short staffed, to make the work of the Recovery through Work Program impossible to complete without the assistance of members.

E. Program Outcomes and Goals

Completed by karis@vincenthouse.org on 4/3/2025 8:46 PM

Case Id: 19162
Name: Van Gogh's Palette DBA Vincent House
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.docx

E.2. What information will be collected to demonstrate program success?
Member goals, progress towards goals, feedback, earnings and work history will all be recorded in the member database. Case notes will be reviewed with staff and supervisory. Achievement of goals, employment placement, and member wages earned are the demonstrations of 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)
Data is collected in member database called MiCIL. Data is entered into member records daily.

F. Budget

Completed by karis@vincenthouse.org on 4/4/2025 3:24 PM

Case Id: 19162
Name: Van Gogh's Palette DBA Vincent House
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.
$1,882,612.00

F.2. Total Program budget. Amount currently allocated to fund the program with the requested Social Action Funding.
$695,128.00

F.3. Total Pinellas County Social Action Funding request.
$56,488.00

F.4. What percentage of the program budget will be funded with Pinellas County Social Action Funding?
8.12%

F.5. What other funders also financially support this program? To include the amount of funding and what those funds are used for.
Pinellas County Social Action Grant 2024 - $40,000 for Career Unit Services Central Florida Behavior Health (ME funding) - $445,946 - funds units of service Division of Vocational Rehabilitation $75,000 - funds benchmarks for member employment and education, funds are unrestricted and used for general operating Alleghany Franciscan Ministries $20,000 - general operating General and private donations through family support, annual campaign activities and events. Used for general operating.

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.
Vincent House is currently developing 39 units of member housing, each with a project based section 8 voucher in Pasco County. This housing, once fully operational, will supply around $100,000 of general income. We are also active with the Florida Clubhouse Coalition and speaking with DCF regarding funding needs. In addition, Vincent House is exploring the possibility of billing Medicaid for services. We continue to explore all grant opportunities and value partnerships with organizations like NAMI and Love4Lawrance, along with the Community Foundation of Tampa Bay and the Pinellas Community Foundation. Finally, Vincent House has established an annual campaign and on April 11, 2024 will hold our Inaugural Golf Classic, Driving Change for Mental Health.

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 karis@vincenthouse.org on 4/4/2025 3:48 PM

Case Id: 19162
Name: Van Gogh's Palette DBA Vincent House
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 501(c)(3) Tax Letter.pdf

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

☑ **Most Recent Financial and Single Audit (required if available) or IRS Form 990 (only if audit unavailable) Save as Audit Agency name *Required**
Van Gogh's Palette Inc. - 2024 Consolidated Financial Statement_FINAL.pdf

☑ **W-9 with legal name which matches that of applicant name Save as W9 Agency name *Required**
2025 VGP W-9.pdf

☑ **Current Certificate of Insurance Save as Insurance Agency Name *Required**
3. Van Gogh's Palette GL and E&O Policy.pdf
Van Goghs Palette PINELLAS COUNTY COI_WOS for WC.pdf
Van Goghs Palette Pinellas County Van Gogh Cert.pdf

☑ **Completed Internal Control Checklist Save as Internal Control Checklist Agency name *Required**
Internal Control Checklist 2022_for 2025 26 Social Action.docx

☑ **Annual Budget Report Save as Annual Budget Agency name *Required**

Van Gogh's Palette Inc FY 2024-25 Budget Template_Final with Clubhouse Tabs.xlsx

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

FY25 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**

ORG Chart and list of employees.docx

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

Rehabilitation Specialist Job Description.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 QuestionnaireFY25 26 Social Action.docx

☑ **HS E-Verify Affidavit Save as Everify Agency name *Required**

E-Verify Notarization.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 FY25 (003).docx

☐ **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 karis@vincenthouse.org on 4/4/2025 3:51 PM

Case Id: 19162
Name: Van Gogh's Palette DBA Vincent House
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
Karis L Kaeser
Electronically signed by karis@vincenthouse.org on 4/4/2025 3:51 PM

Date Submitted
04/04/2025