

**Fiscal Year 2025-2026 Request for Proposal**  
**Children's Services Advisory Committee**  
*Indian River County Board of County Commissioners*



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**Section 103.20. Purpose**

The purpose of the Children's Services Advisory Committee (CSAC) is to promote the health and well-being of children in Indian River County. A "healthy" community is defined as one that supports socioeconomic, physical, environmental, educational, and behavioral health.

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**Section 103.21. Objective**

1. **Unified Planning System:** Identify, target, evaluate, and address the needs of children in Indian River County.
  2. **Definition of a Child:** Any individual under the age of 18 years.
  3. **Committee Functions:**
    - Recommend services to enhance children's general well-being.
    - Collect data and research to guide decision-making.
    - Collaborate with other agencies to prevent service duplication.
    - Allocate funds to agencies providing essential services.
    - Establish and monitor evidence-based outcomes for funded programs.
    - Employ staff as necessary to support committee operations.
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**Mission Statement**

The mission of CSAC is to promote the health and well-being of children in a healthy community. The term "healthy" encompasses socioeconomic, physical, mental, social, emotional, environmental, and educational health.

**Vision Statement**

The objective of the Children's Services Advisory Committee is to provide a unified system of planning and delivery within which children's needs can be identified, targeted, evaluated and addressed.

The Children's Services Advisory Committee will actively endeavor to develop a shared vision for the health and human services delivery system in Indian River County, enabling all funding sources and providers to define and perform their roles in a collaborative, effective and dynamically changing environment. CSAC strongly supports cultural diversity and encourages its funded programs to demonstrate the inclusion of all children and families in program development and implementation.

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## Overarching Goals

- **Children's Success:** Enhance their capacity to transition into adulthood safely and productively.
  - **Caregiver Support:** Equip caregivers to guide children effectively.
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## Funding Criteria

Programs must address the needs of children and families in Indian River County. Proposals will be evaluated by the Grant Review Subcommittee using the following criteria:

- Organizational capability and experience.
  - Evidence-based outcomes from prior years.
  - Clearly defined goals and objectives.
  - Methodology and coordination with other providers.
  - Robust evaluation design.
  - Cost-effectiveness and sustainability.
  - Services addressing identified needs in the community.
  - Focus on neighborhood-based or local initiatives.
  - Alignment with specified strategies.
  - Completeness and clarity of the application.
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## Priority Areas and Focus

Derived from the **2024-2027 Needs Assessment**, funding priorities are:

1. **Health and Well-being**
    - Access to prenatal care.
    - Positive behavioral health interventions.
    - Promotion of physical health.
    - Programs for students with special needs.
  2. **Nurturing Families and Communities**
    - Reduction of childhood adversity and abuse.
    - Decrease in juvenile delinquency.
  3. **Success in School and Life**
    - Kindergarten readiness.
    - Academic improvement.
    - Increased attendance.
    - College and career pathways.
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## Funding Process and Timeline

- **RFP Opens:** February 1<sup>st</sup>, 2025
  - **Proposal Deadline:** March 31, 2025 by 5:00 PM (submitted via e-CImpact). Late proposals will not be accepted.
  - **Grant Presentations and Review:** May 14, 15, 27, and 29, 2025.
  - **Funding Recommendations:** June 2025 (presented to CSAC and approved by the Board of County Commissioners).
  - **Contract Finalization:** September 2025. Contracts effective from October 1, 2025, to September 30, 2026.
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## Disqualification Criteria

- Missing liability insurance documentation.
  - Incomplete proposals or missing certifications.
  - Non-compliance with deadlines.
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## Requirements for Funded Agencies

- Acknowledge CSAC and Indian River County in all promotional materials.
  - Submit financial audits (for grants exceeding \$100,000).
  - Provide tax documentation (for-profit applicants).
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## Special Terms and Conditions

- **Performance Period:** October 1, 2025, to September 30, 2026.
  - **Invoicing and Payments:** Reimbursement basis, with strict quarterly limits. Non-reimbursable expenses include food, travel unrelated to the program, and expenses incurred before the grant period.
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## Supporting Documents Checklist

Agencies must provide the following documents with their application:

1. List of current Officers and Directors (include addresses for each).
2. Board minutes from the past 12 months.
3. Most recent Internal Financial Statement (Profit & Loss or Balance Sheet).
4. Staff Organizational Chart.
5. Most recent Annual Report (if available).
6. 501(c)(3) IRS Exemption Letter.
7. Articles of Incorporation.
8. Agency Bylaws.

9. Agency's written policy regarding Affirmative Action.
  10. Evidence of Liability and Workers Compensation Insurance.
  11. Board-approved Strategic Plan (if available).
  12. Sworn Statement Under Section 105.08, Indian River County Code on Disclosure of Relationships.
  13. Program Salaries Budget.
  14. Survey Tools.
  15. Program Outcomes Report.
  16. Evidence of School District Partnership.
  17. Evidence of Agency Collaboration.
  18. Most recent fiscal year audited or reviewed financial statements OR 2 fiscal years of internal financial statements (Balance Sheet and Income Statement). Select from:
    - Audited Financial Statement
    - Reviewed Financial Statement
    - 2 Years of Internal Financial Statements
    - Bank statement and reconciliation for most recent fiscal year-end operating account.
  19. Example of supporting documents planned for reimbursement under the grant (including timelines for submittals).
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## **Public Records Statement**

All submitted materials become public records and the property of the Indian River Board of County Commissioners. The CSAC and Board of County Commissioners reserve the right to reject any or all proposals, waive deficiencies, and award contracts in the best interest of Indian River County children.

## PRIORITY OF FUNDING

A comprehensive, community-wide needs assessment provides valuable information to help guide the Children Services Advisory Committee (CSAC) in identifying essential children's services and areas of focus to address both the unmet and under-met needs of children. The funding priorities are the result of the 2024-2027 Children's Needs Assessment.

The assessment identified three primary priorities:

### ***Health and Well-being, Nurturing Families and Communities, and Success in School and Life***

Each priority is comprised of specific focus areas ranked in order of priority and associated data indicators, emphasizing prevention, early identification/intervention, and the pivotal role of building parent/guardian capacity in children's services. This proactive approach aims to address potential challenges before they escalate, recognizing the lifelong impact of early experiences on a child's development, and striving to positively shape their path. With a focus on cost-effectiveness, early interventions minimize societal and financial burdens linked with delayed support.

#### **Health and Well-being:**

Promoting the health and well-being of children is foundational to their overall development. Access to quality prenatal care ensures a healthy start for both mothers and infants, reducing the risk of complications and ensuring optimal birth outcomes. Positive behavioral health interventions are crucial for addressing mental health challenges among youth, fostering resilience, and preventing substance abuse issues. Promotion of physical health, including maintaining a healthy body weight, is essential for long-term well-being. Identifying and expanding programs for students with special needs ensures that every child receives the support necessary for their unique educational journey.

Why? Early prevention and intervention strategies in health, combined with building parent/guardian capacity, contribute to long-term well-being, reducing the need for more extensive interventions later on. By prioritizing these aspects, we proactively support children's health, addressing potential challenges at their inception.

#### **Focus Areas and Data Indicators:**

- 1. Enhanced Access to Prenatal Care:** Monitoring the initiation of prenatal care, birth outcomes, breastfeeding initiation, fetal and infant mortality, and repeat teen births.
- 2. Advancements in Positive Behavioral Health:** Tracking youth risk profiles, depression rates, substance abuse among youth, and adult alcohol consumption.
- 3. Promotion of Physical Health:** Observing body mass index (BMI) summaries and youth obesity rates.
- 4. Identification and Expansion of Programs for Students with Special Needs:** Assessing student demographics based on primary exceptionality.

## **Nurturing Families and Communities:**

Creating an environment that nurtures families and communities is vital for children's overall stability and well-being. Decreasing childhood adversity, including experiences of abuse and neglect, is essential for fostering safe and supportive family environments. The reduction of juvenile delinquency incidents contributes to a safer community and better opportunities for positive youth development.

Why? Prioritizing prevention and early intervention in family and community dynamics, along with building parent/guardian capacity, we aim to create an environment where potential issues are identified and addressed promptly, fostering stability and resilience in children from the outset.

### **Focus Areas and Data Indicators:**

1. **Decrease in Childhood Adversity:** Analyzing adverse childhood experiences, child abuse incidents, Baker Act utilization, and instances of children in foster care or homelessness.
2. **Reduction of Juvenile Delinquency Incidents:** Examining trends in juvenile delinquency through metrics such as juvenile arrests.

## **Success in School and Life:**

Ensuring success in school and life is fundamental for a child's future prospects. Increasing kindergarten readiness sets the stage for a strong educational foundation, impacting a child's academic journey positively. Improvement in academics, attendance, and the expansion of pathways for college and career success are critical for preparing children to meet the challenges of an ever-evolving world.

Why? By focusing on prevention and early intervention in education, coupled with building parent/guardian capacity, provides children with the resources they need from the beginning, reducing barriers to success and fostering a foundation for lifelong learning and achievement.

### **Focus Areas and Data Indicators:**

1. **Increase of Kindergarten Readiness:** Evaluating early learning indicators and kindergarten readiness.
2. **Improvement in Academics:** Analyzing student performance and proficiency on statewide assessments in reading, math, science, and social studies.
3. **Boost in Attendance:** Monitoring average daily attendance and chronic absenteeism.
4. **Expansion of Pathways for College and Career Success:** Reviewing high school graduation rates, workforce data, and school discipline measures.

Applicants seeking funding are encouraged to focus their programs on serving pockets of poverty, considering the geographical dispersion and transportation challenges in Indian River County. It is crucial that services are designed to be accessible, considering both the location

and timing that align with the community's needs. To enhance program effectiveness, applicants should employ research/evidence-based strategies and best practices, ensuring that interventions are informed by proven approaches. Collaboration within the community is essential to optimize resources, eliminate redundancy, and initiate interventions as early as possible in a child's life, thereby maximizing the impact of support services.