



**INDIAN RIVER COUNTY, FLORIDA**  
**AGENDA ITEM**  
**Department of Community Services /**  
**Human Services**

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**Date:** January 23, 2024  
**To:** The Honorable Board of County Commissioners  
**Thru:** John A. Titkanich, Jr., County Administrator  
Michael C. Zito, Deputy County Administrator  
Cindy Emerson, Community Services Director  
**From:** Amie Rutherford, Human Services Manager  
**Subject:** Children's Services Advisory Committee's Recommendation of Request for Proposal, Grant Application and Agency Grant Contract for FY 2024-2025

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By recommendation of the Children Services Advisory Committee, attached is the Request for Proposal (RFP), the Grant Application and the Agency Grant Contract as pertaining to the funding of children's programs in Indian River County for the fiscal year 2024-2025.

**DESCRIPTION AND CONDITIONS:**

Each year, in accordance with Section 103.24(2)(a) of the Indian River County Code, the Children Services Advisory Committee (CSAC) initiates the children's services grant process for the next fiscal year by identifying and assessing the needs of children in Indian River County. The CSAC Needs Assessment Subcommittee met over the course of the past year and conducted a countywide survey which resulted in three funding priorities: Health & Well-Being, Nurturing Families & Communities, and Success in School & Life. Focus areas and data indicators were established within each funding priority.

On January 9, 2024, the CSAC approved the 2024-2027 CSAC Needs Assessment and the RFP for fiscal year 2024-2025. The RFP encompasses the new funding priorities, updated program evaluation criteria, administrative requirements, and details on the grant application process.

**FUNDING:**

There is no funding associated with this item, as it is just approval of the Request for Proposal (RFP), the Grant Application and the Agency Grant Contract for fiscal year 2024-2025.

Each year, the Board of County Commissioners approves a funding allocation for Children's Services which can be up to the maximum millage cap of 0.2500 mills. Currently, the Children's Services funding has not been established for fiscal year 2024-2025 and will come to the Board for approval at a later meeting.

**RECOMMENDATION:**

Staff recommends that the Board accept the RFP, the Grant Application and the Agency Grant Contract for FY 2024-2025 as submitted, and authorize the County Administrator to execute the individual contracts after review and approval by the County Attorney.

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**ATTACHMENTS (4):**

Request for Proposal

Grant Application

Evaluation Form

Sample - Agency Grant Contract

**APPROVED AGENDA ITEM FOR JANUARY 23, 2024**