

PALM BEACH COUNTY
BOARD OF COUNTY COMMISSIONERS
AGENDA ITEM SUMMARY

Meeting Date: March 23, 2010 [ ] Consent [X] Regular
[ ] Workshop [ ] Public Hearing

Department

Submitted By: Community Services

Submitted For: Financially Assisted Agency Programs

I. EXECUTIVE BRIEF

Motion and Title: Staff recommends motion to approve: Request for Proposal (RFP) process for funding Financially Assisted Agencies for Fiscal Year 2011.

Summary: On September 8, 2009, the Board of County Commissioners approved the list of agencies and funding allocations under the Financially Assisted Agencies Program for FY 2010. During that meeting, the Board requested that staff present the funding process for FY 2011 prior to the budget meetings. Staff is recommending a full RFP application process be utilized. Funding levels for FY 2011 will be proposed based on a percentage allocation that is similar to the current 2010 funding. The RFP will estimate the total available funds at a 5% decrease from the 2010 funding level. The actual amount will be determined by the Board during the budget development process. The following service area categories will be included in the RFP; Domestic Abuse/Sheltering, Economic Stability/Poverty, Homelessness, Mental Health, Senior Services, Special Needs/Developmental Disabilities, Substance Abuse, and Youth Violence/Diversion. All proposers will be identifying outcomes and data sources for evaluation of their program results. All agencies will be required to identify their administrative costs/overhead in the proposal. (Financially Assisted Agencies Program) Countywide (TKF)

Background and Justification: In providing for human service needs, Palm Beach County augments its own service mix through the provision of funding for programming and services delivered by community-based agencies. The Financially Assisted Agencies program was established in the early 1980's to overcome the adverse impact of reduced federal funding. It is now an important component of the federal, state and local funding sources that support our County's system of care. The Board of County Commissioners has directed staff to pursue data-driven, evidenced-based programming and outcome measures that ensure effective changes in people's lives in our community. This RFP will require applicants to identify needs, priorities, services required to meet the outcomes identified in their proposals for the service categories. Funded organizations are monitored by the Community Services Department to maintain programmatic and fiscal accountability. Contracts include the following safeguards to protect the County: insurance coverage is mandatory, funds are paid out on a unit cost basis and funds cannot be used to initiate or to pursue litigation against the County.

Attachments: FY 2011 FAA RFP Presentation

- Financially Assisted Agencies Recommendations Memo (pg. 1)
Summary of staff recommendations from 2009 Workshop (pg. 2)
Currently Funded Programs By Service Category (pg. 3)
Current Services Descriptions 2010 (pgs. 4 - 22)
Proposed Service Areas Not Funded in 2011(pgs. 23 )
2011 FAA Request For Proposals Guidelines (pgs. 24 - 25)
Guidelines for Service Categories 2011 (pgs. 26 - 27)
2011 FAA Logic Model (pgs. 28 - 29)
Palm Beach County Common Application Budget (pgs. 30 - 32)
2011 FAA RFP Availability Public Notice (pgs. 33 - 34)

Recommended by: [Signature] 3/15/10
Department Director Date
Approved By: [Signature] 3/18/10
Assistant County Administrator Date

**II. FISCAL IMPACT ANALYSIS**

A. Five Year Summary of Fiscal Impact:

Fiscal Years	<u>2010</u>	<u>2011</u>	<u>2012</u>	<u>2013</u>	<u>2014</u>
Capital Expenditures	_____	_____	_____	_____	_____
Operating Cost	<u>12,042,722</u>	<u>11,440,586</u>	_____	_____	_____
External Revenues	_____	_____	_____	_____	_____
Program Income (County)	_____	_____	_____	_____	_____
In-Kind Match (County)	_____	_____	_____	_____	_____
<b>NET FISCAL IMPACT</b>	<u>12,042,722</u>	<u>11,440,586</u>	_____	_____	_____

# ADDITIONAL FTE  
POSITIONS (Cumulative)

Is Item Included in Current Budget? Yes\_\_\_ No\_\_\_  
 Budget Account No.: Fund\_\_\_\_\_ Dept\_\_\_\_\_ Unit Var\_\_\_ Object \_\_\_Var\_\_\_  
 Program Code \_\_\_\_\_

B. Recommended Sources of Funds/Summary of Fiscal Impact:

The actual FY2011 budget will be determined by the board during the budget process

C. Departmental Fiscal Review: Tauna Malhotra  
 3/12/10

**III. REVIEW COMMENTS**

A. OFMB Fiscal and/or Contract Administration Comments:

[Signature]  
 OFMB VA  
 3/15/10 3/15/10 3/15/10

[Signature] 3/17/10  
 Contract Dev. and Control

B. Legal Sufficiency:

[Signature] 3/18/10  
 Assistant County Attorney

C. Other Department Review:

\_\_\_\_\_  
 Department Director


This summary is not to be used as a basis for payment.





## INTEROFFICE MEMORANDUM

**TO:** Burt Aaronson, Chairman, and Members  
Board of County Commissioners

**FROM:** Jon Van Arnam, Assistant County Administrator 

**DATE:** March 15, 2010

**SUBJECT:** FINANCIALLY ASSISTED AGENCIES – RECOMMENDATIONS FOR FY 2011

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On March 23, 2010, staff will be presenting, for your approval, the recommended funding process for the FY 2011 Financially Assisted Agencies Program. I am pleased to report that there are significant changes to the program from previous years. These changes will substantially implement program recommendations endorsed by the Board of County Commissioners approximately one (1) year ago. The recommendations, presented at a March 2009 workshop, are attached for your reference.

With Board approval, we would like to issue a Request for Proposals during the first week of April 2010. This will allow for proposal evaluation to be completed and funding recommendations formulated for presentation to the BCC in July or August.

Some of the more notable changes to the process are highlighted below.

- Funding priorities will be need-based and reflective of the Citizens Advisory Committee on Health and Human Services Service Category Key Indicators Report.
- The historic grants model has been replaced with a contract for services delivery model.
- Proposals will be limited to BCC approved service categories.
- Proposals must include a logic model, must identify outcomes, performance measures and data collection methods designed to document results.
- Funding recommendations will be program-based and will be made by subject matter experts and lead agencies (non-proposers) working with County staff.
- All proposals will be scored in accordance with BCC approved criteria. Extra points will be assigned to proposals from certified agencies.

Our program recommendations are consistent with emerging trends and funding approaches on a national basis and have been developed in consultation with other major funders of social services in Palm Beach County. We are confident that the incorporated policy changes will result in a process that effectively allocates resources to agencies and programs in a manner consistent with previous board direction. We look forward to answering any questions you may have in individual briefings or at the upcoming BCC meeting.

:jva  
Attachment

# Recommendations from Financially Assisted Agencies Program Workshop March 24, 2009

## Funding Policy

- Adopt a needs-based funding distribution policy.
- Utilize the service category matrix and report format adopted by the CAC/HHS as the framework for documenting health and human service needs and programs.
- Continue migration from a "grants model" to a "contract for services model" for funding distribution.
- Phase out or terminate funding support for programs that lack data to demonstrate achievement of desired outcomes.
- Support "evidence-based programs" for service delivery.
- Amend PBC Administrative Code to eliminate requirement that County funding assistance shall not exceed 25% of a delegate agency's total operating budget.

## Process

- Task the CAC/HHS with a leadership role in tracking service categories, program objectives and goals, performance measures, data sources, service delivery methodologies and indicators of success.
- Conduct a comprehensive review of funding priorities every three (3) years and limited reviews annually utilizing recommendations from the CAC/HHS, staff and community partners.

## Internal Organization and External Relationships

- Support the internal reassignment of programs between County departments to eliminate instances where multiple departments distribute funding in the same service category.
- Review contract management and oversight responsibilities and realign department staff as necessary to insure accountability and performance by contracted agencies.
- Create new partnerships and contractual relationships with the Department of Children and Families, Children's Service Council, United Way and other principal funders of social services within the County to eliminate duplicative contracting, overlapping service provision, inconsistent program objectives and multi-agency monitoring.
- Continue roundtable discussion meetings between funders and service providers on key components of system of care.

## Agency Requirements and Efficiencies

- Maintain agency certification requirements and funding for Nonprofits First, Inc. to conduct certifications of funded agencies and deliver support services.
- Encourage agency collaborations and mergers that will result in more efficient service delivery and reduced administrative costs.



CURRENTLY FUNDED PROGRAMS SORTED BY SERVICE CATEGORY				
Financially Assisted Agencies 2010				
2010 FAA Funding	2010 % of Total Funding	2011 % Proposed Funding	Programs	SERVICE CATEGORY
				Access To Care
\$776,110	6.44%	6.00%	Emergency Shelter Services,Harmony House,Safe Place Project,Nelle Smith Residence, Transitions Home,SEED Emergency Shelter, Home Safe Center for Children, Residential Program for Abused, Abandoned and Neglected Children	Domestic Abuse/Sheltering
\$429,525	3.57%	4.00%	Immigrant Family Strengthening and Support Programs, Family Self-Sufficiency, Family Preservation and Empowerment	Economic Stability/Poverty
\$157,031	1.30%	0.00%	Reducing HIV in PB County	HIV/AIDS
\$1,206,900	10.02%	10.00%	Project Uplift, Homeless Intervention Program, Service Enriched Housing, Family Shelter Program, Joshua House,Goodwill Apprentice Program, Traveler's Aid, Homeless Intervention Program, Program Reach, Homeless Advocacy	Homelessness
				Housing
				Hunger/Food Security
\$3,431,026	28.49%	28.00%	Safe Kids, Individual and Family Counseling, Peer Place, Outpatient Services,Schools Preventive Counseling Program, Caregiver's Support Program,Mobile Crisis, In-patient Psychiatric Services, (A) CSU, (C) CSU, Psychiatric & Medical Services, Mobile Crisis-South, CSU-South, Supportive Housing Opportunity Program (SHOP), unallocated/crisis beds.	Mental Health
\$668,503	5.55%	6.00%	RSVP Disaster Preparedness, Specialized Alzheimer's Day Care, Family Nurse Consultant, Specialized Disaster Preparedness, Elder Crisis Outreach	Senior Services
\$1,696,839	14.09%	14.00%	Assistive Communication Equipment, Case Management, Resource Connection, Client and Community Education Program, Rehabilitation of the Blind, Residential Programs, Facility-Based Developmental Services, Community Based Adult Developmental Services,Comprehensive Community Services Teams, STARS Programs, Computer Training Program, Comprehensive Outpatient Medical Rehabilitation, Adult Day Habilitation Program, ACCESS, ALERT, Developmental Day Care, Community Apprenticeship, Independent Living & Support Services	Special Needs/Developmental Disabilities
\$2,541,147	21.10%	21.00%	Detox, (Adult/Adoles) Residential Services, Outpatient Services, Intensive Residential Services, Medical Detox, Adolescent Outpatient Services, WDK Adolescent Residential Treatment, Prevention Aftercare Services, Intervention Program, Residential Treatment, Day/Night Treatment, Adolescent and Adult DUI Early Intervention, Residential Detox, PANDA, Prevention and Treatment Services for Women	Substance Abuse
\$227,107	1.89%	0.00%	Early Childhood Education, Prenatal/Parenting Education	Child /After School Care
\$252,866	2.10%	0.00%	Haitian Outreach Program: Sickle Cell Screening, Counseling and Case Management, System of Care Development/ Improvement, Epilepsy Seizure Control Clinic	Health Care
				Maternal Child Health
				School Readiness
				Public Safety
				Public Transportation
\$655,668	5.44%	5.00%	Youth Development, ESTEEM, Parenting Partners, Before and Afterschool Program, LYNC Program, After School Program	Youth Violence/Diversion
	0.00%	6.00%	New and/or Continuing Initiatives and Innovative Programs	
<b>\$12,042,722</b>	<b>100.00%</b>	<b>100.00%</b>	<b>2011 Funding \$ 11,440,585</b>	



**CURRENT SERVICES DESCRIPTIONS 2010**  
**Financially Assisted Agencies**

**DOMESTIC ABUSE-SHELTERING**

**Emergency Shelter Services: \$152,522 – (AVDA/Aid to Victims of Domestic Abuse, Inc.)**

The agency provides safety and supportive services to enable domestic abuse victims and their children to move toward safe independent living and achieve family stability and independence. Specific services will include emergency shelter, nutritious meals, clothing, personal need supplies, transportation, adult and child counseling, employment training, case management, short term child care activities and 24 hour hot line crisis intervention. Services will be available 365 days per year and accessible 24 hours per day through the crisis line. Both emergency shelter and transitional housing are offered. The agency will provide comprehensive follow-up services and extended case management services after clients exit the program and locate safe affordable housing.

**Simon C. Fireman Foundation Home Safe Center for Children: \$41,746 – (Children’s Place at Home Safe, Inc.)**

The Center provides a child-friendly environment for two programs that provide critical services to some of Palm Beach County’s most vulnerable citizens. The building has roughly 5,000 square feet dedicated to Child Protection Team (CPT) and Safety Net. CPT is available for referrals to assist alleged child victims of abuse and neglect 24 hours a day. Referrals are made by DCF and law enforcement so that medical evaluations and interviews regarding the allegations can be provided by the Team. Safety Net works in collaboration with a host of community, state and county organizations. It is designed to provide short-term, intensive treatment and coordinated services to children and families victimized by domestic violence. This program continuum includes crisis intervention and stabilization, case management, individual and group therapy.

**Harmony House: \$114,053 – (YWCA/ Young Women’s Christian Assoc. of Palm Beach County, Florida, Inc.)**

Harmony House will provide safety and supportive services to enable domestic violence victims and their children to move toward safe independent living and achieve family stability and independence. Specific services will include emergency shelter, nutritious meals, clothing, personal need supplies, transportation group counseling for women and their children, employment training, case management, short term child care activities and 24 hour hot line crisis intervention. The housing program includes a shelter, consisting of 6 apartments, housing up to 42 women and children.

**Safe Place Project (SP): \$18,862 – (Children’s Home Society, Inc.)**

The Safe Place Project is the educational and outreach component of the CINS/FINS (Children-in-Need of Services/Families-in-Need of Services) Program in general, and the Safe Harbor Runaway Center in particular. It also provides transportation to Safe Harbor for youth who have run away, often from abusive situations, and face life on the streets. Safe Harbor provides short-term shelter and counseling for runaway and homeless youth and their families. Education is provided in schools, community centers and other local agencies. Transportation is provided by



over 100 volunteers to Safe Harbor from 170 Safe Place sites throughout Palm Beach County including 6 sites located in high risk minority neighborhoods.

**Residence for Girls (NSRG): \$90,200 – (Children’s Home Society, Inc.)**

The residence provides adolescent girls who have been physically/sexually and emotionally abused and removed from their homes to a long term residence in which they can feel safe and learn to hope and trust again. The program offers them the security and safety in which they can concentrate on academic achievement; participate in activities that develop leadership, sportsmanship and teamwork skills; and address painful issues regarding their personal situations through counseling. Efforts are focused on managing day-to-day living through meal preparation, chores, laundry and learning to handle and budget their allowance and earnings. The goal is to assist these young women to develop into strong and competent adults in order to become contributing members of society. Ancillary services include counseling, academic tutoring, vocational guidance, basic life skills activities and recreational outings.

**Transitions Home: \$55,800 – (Children’s Home Society, Inc.)**

The Transitions Home is the only group home for pregnant and parenting teens (ages 13-20) and their babies in Palm Beach County. It provides transitional housing, medical, educational, supportive services and independent living skills to young mothers, soon-to-be mothers and infants under one year of age. No other facility in Palm Beach County provides such housing and support for teens under age 18 with babies. We expect that these girls will learn to master budgeting, menu planning and food preparation, managing a home, responsible sexual behavior, job readiness and interviewing skills in order to prevent a cycle of homelessness, poverty and repeated pregnancies.

**FRCWC-Emergency Shelter/Support Services: \$174,175 – (Florida Resource Center for Women and Children, Inc.)**

The Agency will provide emergency shelter, from between 3-7 days, and supportive case management services to women and children who are victims of domestic violence. Services will be concentrated in the Riviera Beach, North and Belle Glade communities. Specific services will include emergency shelter, education, individual and group counseling, supportive services and follow-up. Services will be available 365 days per year and accessible 24 hours per day through the crisis line. The agency will provide comprehensive follow-up services and extended case management services after clients exit the program and locate safe affordable housing.

**Therapeutic Residential Program for Abused, Abandoned and Neglected Children: \$128,752 – ( The Haven, Inc.)**

The mission is to provide a safe and stable therapeutic residence for children who have been victims of abuse, neglect, or abandonment. The residence offers a nurturing environment and the structure necessary to foster the development of self-esteem and independence while teaching children the skills necessary to overcome the cycle of abuse and to learn to survive as responsible members of society. No fee is charged to residents. The delivery model is a comprehensive program of services designed to provide a safe, secure home and improve the mental health of the children admitted.



## **CHILDCARE/AFTER SCHOOL**

### **Early Childhood Education: \$208,196 — (Building Blocks (NOAH))**

The Early Childhood Program provides quality early childhood education to children ages one month to 5 years of age to promote growth to their maximum developmental potential and school readiness. These services allow working parents and teen parents at risk for high school dropout or being unemployed to remain gainfully employed and/or remain in school and graduate. Post high school education is encouraged to move families toward self-sufficiency.

### **Prenatal/Parenting Education: \$18,911 — (Building Blocks (NOAH))**

To improve birth outcomes for children born to program participants; to reduce the number of subsequent pregnancies among program participants; increase the number of children who are prepared to enter school at their maximum developmental potential; and build the capacity of program participants and other family members to be effective caregivers.

## **ECONOMIC STABILITY POVERTY PRORAMS**

### **Immigrant Family Strengthening and Support Program: \$230,984 – (Minority Development & Empowerment, Inc.)**

This program helps families improve self-sufficiency through expanded opportunities to work, earn a living wage that provides for the basic needs of the family and build assets such as homeownership. This program also identifies and builds appropriate and adequate systems of support for healthy family development that encompass, but are not limited to, health care, child care, education and rewarding family relationships.

### **Family Self Sufficiency: \$46,676 – (Families First of Palm Beach County)**

The Family Self-Sufficiency Program serves sixty-five economically disadvantaged families a year who are presently receiving rental assistance through the Delray Beach Housing Authority. Families served have limited skills and would not be able to exit housing subsidies on their own without a coordinated and holistic approach to services such as the following: housing; child care; adult education; vocational training; transportation; and schools. A family-centered approach to service delivery is utilized so the need of each family member is addressed and resources are secured to meet their needs.

### **Family Preservation and Empowerment: \$151,865 – (Farmworkers Coordinating Council of Palm Beach County, Inc.)**

The Family Preservation and Empowerment program is dedicated to meeting the basic needs of the farm worker family and includes multiples service categories. Emergency services include the provision of clothing, household items like beds, sheets and towels, and cooking utensils, and dried/canned goods, which are available from the FWCC on-site donation centers. Financial assistance with rent, mortgage payments, utilities, food, and medicine is provided to farm workers who demonstrate an emergency situation and family need. Transportation is provided for medical care and appointments with social service agencies. Outreach workers are bilingual and interpret at appointments when necessary.



## HIV/AIDS

### **Reducing HIV in PBC: \$157,031 – (Comprehensive AIDS Program)**

Comprehensive AIDS Program of Palm Beach County, Inc. (CAP) proposes to conduct HIV prevention services targeting “at risk” residents of Palm Beach County. Over the past 20 years, the field of HIV prevention has developed evidence-based interventions that are proven to be effective in reducing HIV transmission. Three key components of this strategy are 1) helping people assess their risk for HIV infection and learn ways to reduce their risk, 2) identifying people who are living with HIV and do not know it through HIV antibody testing, including use of rapid testing in non-clinical settings, and 3) linking people who are living with HIV to primary medical care in order to effectively reduce their ability to transmit the virus to others.

## HEALTH CARE

### **Haitian Outreach Program: Sickle Cell Screening, Counseling and Case Management: \$65,124 – (Sickle Cell Foundation)**

The Foundation proposes a community education, outreach, and case management program to the Haitian Population in Palm Beach County. Sickle Cell disease is found predominately among populations of African descent. There is a 10% death rate among children ages 0-5 who have sickle cell disease. The Haitian community faces many obstacles in dealing with sickle cell disease or trait. Many Haitian-Americans are not aware of the existence of the disease and their access to health information is restricted by language barriers, illiteracy, fear of using government sponsored programs and the stigma attached to the health status of Haitians. The Foundation’s goal will be to increase education and outreach to this population, countywide, as well as provide for local screening and case management to affected clients.

### **System of Care Development/Improvement: \$147,000 – (Glades Initiative, Inc.)**

The Glades Initiative has been established as a permanent and visible resource, working to develop localized solutions to the health and human service issues that plague the Glades communities. The operating objective of the organization is to develop and implement solutions that will reduce, and perhaps even eliminate the disparities in health status and improve the human conditions for residents in the Glades.

### **Seizure Control Clinic: \$40,742.00 – (Epilepsy Foundation of South Florida)**

The scope of the program is to increase compliance and seizure control by means of providing consistent neurological care, education about seizure disorders, assistance in accessing and managing medications, and referrals to other agencies and programs to assist the client. Our office provides follow-up case management services to insure the success of the program.

## MENTAL HEALTH SERVICES



**SAFE Kids: \$37,589 – (Center for Family Services)**

The SAFE Kids program is another service offered to the Center, providing therapeutic intervention for abused and neglected individuals families, and children. Our mission is to promote the emotional well being of families, stopping the cycle of abuse within family systems, restoring self-esteem and enhancing the future of our clients.

**Individual and Family Counseling: \$76,812 – (Center for Family Services)**

The scope of the program is outpatient counseling services, i.e., assessment and evaluation; treatment planning; individual, family, group and couples counseling; emergency on-call coverage; case management; and follow-up services. The target population includes any Palm Beach County resident who has a financial disadvantage and/or does not have insurance, Medicaid or mental health benefits and cannot afford to pay out-of-pocket for private therapy. The population includes children, teenagers, adults and senior citizens, who are experiencing an emotional behavioral, psychiatric, psychological and/or environmental problem.

**Peer Place: \$39,074 - (Mental Health Association)**

The Peer Place Drop- in Center is a center run by and for consumers of mental health services. Consumers are most likely to be receiving treatment for chronic mental illnesses such as schizophrenia, manic depression, anxiety/panic disorders and some character disorders. Peer Place is a consumer-run, social and supportive program with an aim to increase the participant's ability to interact with others and their community. Services include educational seminars on health, nutrition, and life skills. There are also opportunities for social activities within and outside of Peer Place.

**Outpatient Services: \$243,285 – (Parent-Child Center)**

Outpatient services provides intensive outpatient services to young people and families experiencing difficulties related to behavioral health, child abuse and neglect, domestic violence, substance abuse etc. The target population is children and adolescents (5-18) and their families at risk of Severe Emotional Disturbance, Emotional Disturbance or those at risk for using violence as a primary tool for managing anger and conflict. Services include psychiatry, therapy, case management, and in-home (in-school) on-site services to reduce the use of deep-end services. Services are offered to all residents of Palm Beach County; however there are targeted areas for more intensive case management services.

**Schools Preventive Counseling Program: \$79,979 - (Center for Group Counseling)**

Students are eligible who have been identified as "at-risk" by the school's teachers, guidance personnel, or parents. The students are from Southern Palm Beach County schools. Counseling groups are offered and held in the schools during non-academic periods. All groups are led by psychology social work interns or practicum students along with volunteer counselors and facilitators. These groups give children the opportunity to express their feelings in a safe environment while also increasing their self-awareness and self-esteem.



**Caregiver's Support Program: \$8,266 - (Center for Group Counseling)**

Goals of this program include providing quality client centered counseling groups to individuals and families; providing services that enhance self-esteem and interpersonal relationships and provide diversity in all aspects of the center. The Caregiver's Program is a preventive and supportive program for the care-givers of chronically ill seniors.

**Crisis Support and Emergency (MOBILE CRISIS): \$156,373 – (Oakwood Center)**

The Mobile Crisis Team, operates a 24 hour, 365 day per year community based Mobile Unit, serving children, adolescents and seniors (55+), who are in acute mental distress and other severely mentally ill adults who are at immediate risk of being admitted to an Inpatient Unit or Crisis Stabilization Unit. Service goals include crisis intervention, screening and stabilization services with the goal of de-escalating crisis and adequately assessing treatment needs. The treatment team also provides linkage and referral to appropriate community resources. Assisted by police when necessary, the team will arrange for transportation to the nearest Baker Act Receiving Facility for those persons needing additional evaluation or possible inpatient admission. The team is staffed by licensed clinicians and Master's Level staff..

**In-Patient Psychiatric Services: \$576,484 – (Oakwood Center)**

In-patient care is offered in a 44 bed, licensed psychiatric hospital. Services provide a safe and secure environment, structure, supervision, assessment and treatment planning on a twenty-four (24) hour basis for high-risk populations in a least restrictive environment. The expected outcome will be crisis stabilization including symptom reduction in order to facilitate rapid return to the community and outpatient rehabilitation. Emphasis will be on prevention of relapse. Services will include bio-psychosocial assessment, participation of patient and family/significant others when appropriate, in formulation of treatment and discharge plans, and implementation of a treatment plan specific to the individual client needs which may include pharmacotherapy, different forms of psychotherapy, group therapy, recreational therapy, etc.

**Adult Crisis Stabilization Unit (CSU): \$451,310 – (Oakwood Center)**

The Adult Crisis Stabilization unit is an 8 bed in-patient psychiatric residential facility, operating 24 hours, 365 days per year to provide short-term (protective environments for individuals under acute stress) intensive mental health residential treatment for the acutely mentally ill. The goal will be to intervene in crisis situations and stabilize individuals in a protective environment. Clients are then returned to their community or to the least restrictive environment.

**Child Crisis Stabilization Unit (CSU): \$65,445 – (Oakwood Center)**

The goal of the Child CSU will be to provide short term intervention in crisis situations and stabilize children who are experiencing acute crisis, returning them to their community or the least restrictive environment as soon as possible. The Child CSU has 2 beds and serves children under 18. Treatment services include psychiatric assessment, psychopharmacological stabilization, individual and group counselling. Group activities are designed to enhance coping skills in other settings and include communication, problem solving, health and hygiene, self awareness, recreational and leisure skills and community resources management.



**Psychiatric and Medical Services (MEDICATION CLINIC): \$404,936 – (South County Mental Health Center, Inc.)**

Medical services will provide primary medical care, psychiatric mental status assessment, therapy and medication administration to improve the functioning or prevent further deterioration of persons with mental health or substance abuse problems. Specific services by medical staff will include client physical and psychiatric evaluations, diagnosis, prescription and monitoring of medications, treatment planning including referral when necessary and treatment for minor physical problems presented by inpatients. Clients will be seen on an inpatient or outpatient basis by physicians and advanced registered nurse practitioners to be assessed in order to determine what treatment the client needs. Clients will be seen in medication clinic on a regular basis through scheduled appointments to evaluate the effectiveness of medication(s) they may take, to determine psychological needs, to discuss side effects, and to educate them as to the effect medication could have on them.

**Intake and Evaluation/Mobile Crisis Team: \$307,429 – (South County Mental Health Center, Inc.)**

Intake and Evaluation functions as the initial contact point for all persons who require services in the south end of the county. Individuals who are interviewed for a determination of services on an "Emergency" basis will be seen by the Mobile Crisis Team (MCT). The MCT is comprised of Master's level clinicians available 24 hours per day, 7 days per week. The goal of the MCT is to defuse crisis situations, to adequately assess treatment needs and if possible prevent unnecessary admissions to an inpatient psychiatric hospital or crisis stabilization unit. The crisis team will prioritize crisis intervention for children with a focus on providing emergency evaluation and triage in school or home. The second priority will focus on the elderly (55+) who are in acute mental with a view to providing the same emergency evaluation and triage in the home or care facility.

**Crisis Stabilization Unit: \$789,479 – (South County Mental Health Center, Inc.)**

Crisis Stabilization units operate 24 hour, 365 days per year to provide short-term acute psychiatric residential facilities (protective environments for individuals under acute stress) during crisis or emergency situation. The goal of the CSU will be to intervene in crisis situations and stabilize individuals in a protective environment and then return them to the natural environment or the least restrictive environment as soon as possible. Crisis Stabilization Unit services will reduce the acute emotional disabilities and social manifestations to ensure the safety of an individual and society. This service will include the highest intensity and heaviest number of staff of any supportive environment residential service. The service will include crisis intervention, individual and group therapy and involvement of family and significant others; less restrictive alternatives will be explored prior to using this service.

**Supportive Housing Opportunity Program (SHOP): \$69,565 – (Housing Partnership)**

SHOP provides for housing and supportive housing services to welfare to work families, who have mental health and/or substance abuse issues and for adults with chronic mental illnesses. The program aims to enable adults and families live independently and maintain self-sufficiency. The program uses a supportive independent living model. SHOP services include, assistance with identifying, locating, and applying for affordable housing (within existing owned properties or in the community), cash assistance with "hidden" costs such as deposits, moving expenses and



purchase of furniture and other required items. Once housed, a continuum of services is provided which includes, monitoring medication and sobriety compliance, life skills training (budgeting etc.), linkage with other community services, and referral to other service providers as required.

**Crisis Beds- \$125,000**

Currently unallocated

**SENIOR SERVICES**

**RSVP Disaster Preparedness: \$53,858 – (Area Agency on Aging)**

The Retired and Senior Volunteer Program's mission is to actively involve adults age 55 and above in meaningful volunteer opportunities to help meet the needs of governmental and non-profit agencies in Palm Beach County. RSVP members and the volunteer service they provide with their host site touch the lives of all ages, from all walks of life, and many with varying physical and mental limitations. One of the major areas of impact for RSVP members is pre-and post-disaster training and assistance.

**Specialized Alzheimer's Day Care Program: \$186,300 – (Alzheimer Community Care)**

The daycare program is provided to clients in a therapeutic, socially stimulating and medically appropriate environment that focuses on enhancing the clients remaining cognitive skills and ability to perform their activities of daily living. This allows the client to live in the least restrictive environment for as long as possible. Specific services include, individual Care Plans focusing on client/family needs, social-recreational programming, medication monitoring, meals etc. The daycare is staffed by staff nurses. This is a fee for service program with sliding fee scales for clients with financial hardships.

**Family Nurse Consultant Program: \$329, 653 – (Alzheimer Community Care)**

Clients served by the Family Consultant Program include Alzheimer's disease patients or those with related disorders. Care givers, families and professionals will also be provided with assistance and care management by licensed nurses. Specific services will include information, referral, education, case management, patient/care giver advocacy, support and guidance through counselling, home visits and office visits, and crisis intervention.

**Specialized Disaster Preparedness: \$9,000 – (Alzheimer Community Care)**

The mission is to provide specialized care and ensure the safety and well-being of Alzheimer's and related dementia disorder patients and caregivers. They are partnering with Palm Beach County Division of Emergency Management to design and implement a systematic approach to specialized disaster preparedness. This includes establishing a community network of providers and volunteers, training volunteers and network agencies, implementing a temporary identification system, staffing and assisting in pre-registration and operation of the special needs shelter, coordinating discharge planning and participating in post-disaster needs assessment.



**Elder Crisis Outreach: \$86,692 – (211 Palm Beach/Treasure Coast, Inc.)**

The primary goal of Elder Crisis Outreach will be to help maintain older adults in the least restrictive environment possible while encouraging the highest level of self-determination. Program activities are short term, in-home outreach services to individuals who may be experiencing physical illness, difficulty meeting basic needs, bereavement, financial hardships, social isolation, victimization, emotional distress, or suicidal ideation. Services include suicide evaluation, general assessment, supportive counseling, goal setting and care plan development.

**SPECIAL NEEDS/DEVELOPMENTAL DISABILITIES**

**Assistive Communication Equipment: \$73,900 – (Deaf Service Center)**

This program distributes special telephones to County residents who have a certified hearing or speech impairment and trains the clients in how to use the many features of these special telephones. This often makes it possible for persons with hearing loss to continue to live independently. The actual distribution begins with calls from potential recipients or their family members - often a total of three calls per client are needed. We must explain the program, confirm eligibility, make the appointment, and provide instructions on what documents to bring and directions to our sites. This is not a simple task to accomplish over the telephone with a person with a hearing loss. It requires special training, patience, and extra time. The phones are distributed in group sessions, classroom style, at which both live and taped training is provided, common issues using the phones are addressed, and questions answered.

**Case Management: \$65,400 – (Deaf Service Center)**

The client needs addressed by the Case Management staff are many and varied. They include housing, employment, legal, and healthcare, educational, parental, and other issues, because communications elsewhere have not been adequate. Special counseling is needed for those persons who need very specialized telecommunications equipment such as text telephones or voice carryover telephones. These are often frail elderly person. To solve a specific problem that is beyond our level, we may make assisted referrals to an appropriate facility.

**Resource Connection: \$57,264 – (Deaf Service Center)**

The program provides answers to questions from thousands of people in Palm Beach County that will assist people with hearing loss (vulnerable populations with special hearing needs) to function more effectively and therefore overcome restrictions on communication access. Clients seek help, often out of frustration, without even knowing how to articulate their specific needs. The outcome is that potential resources are then identified and information is shared with the client regarding his/her needs, problems, and possible solutions. Information and answers are provide via telephone, telecommunication devices, face-to-face discussion, and printed materials.

**Client and Community Education Program: \$41,000 – (Deaf Service Center)**

Since the greatest majority of persons with hearing loss are unaware of it because it has occurred gradually, or because they deny the loss due to the stigma associated with it, they do not ask questions or discuss their hearing loss with others. So, in essence there are thousands of individuals in Palm Beach County who, for whatever reasons, will not go for a hearing screening.



This program is a varied program composed of many components including workshops on awareness; health and consumer issues; one-on-one training on use of specialized communication equipment; agency health fairs, including hearing screenings; a newsletter to enable clients, friends and donors to keep abreast of the programs and activities at the Deaf Service Center; and to share information with the deaf, hard-of-hearing and hearing children of deaf parents, with deaf adults serving as role models.

**Rehabilitation of the Blind: \$22,436 – (Florida Outreach for the Blind)**

The facility serves as an independent training center for visually-impaired persons primarily in Palm Beach County. The outreach program works toward the rehabilitation and assistance of individuals adjusting to their environment and disability. The Center operates on the philosophy that it is respectable to be blind and believes that when given the proper tools, training and opportunity, a blind person can lead a normal, independent and productive life.

Classes provided at no charge are instruction in Braille, Electronic Communications, Daily Living Skills, Mobility, and Personal and Home Management. Newly added services are computer and mobility training in the latest adaptive equipment.

**Residential Program: \$240,951 – (The ARC of Palm Beach County)**

The Residential Program offers an array of services to meet the needs of adults with developmental disabilities. Services are provided for these residents during each life stage of adulthood; services vary according to the degree of disability of each participant, but basically includes training, medical and dental care and as much supervision as needed.

**Facility Based Adult Developmental Services: \$68,226 – (The ARC of the Glades)**

The Center provides Facility Based Adult Developmental Services to individuals with mental retardation or other developmental disabilities who reside in Palm Beach County west of Twenty-Mile Bend. Services include, but are not limited to life skills training, pre-vocational and vocational training, supervised work, two meals and a snack and transportation to and from program. Program design is individualized in an Implementation Plan based upon Support Plan Goals established by that individual. Staffing meets or exceeds the requirements of the State of Florida, Agency for Persons with Disabilities.

**Community Based Adult Developmental Services: \$91,067 – (The ARC of the Glades)**

The Center provides Community Based Adult Developmental Services to individuals with mental retardation or other developmental disabilities who reside in Palm Beach County west of Twenty-Mile Bend. Services include, but are not limited to Supported Employment to assist individuals in attaining and maintaining employment, Supported Living to assist individuals in attaining and maintaining a home of their own, and Community Inclusion to assist individuals in accessing and interacting successfully with their community. All Community Based Adult Developmental Services are individualized Coach-based implementation models, provided one-on-one or in small groups, as indicated in their Implementation Plan.



**Comprehensive Community Services Teams: \$151,035 – (Jeff Industries, Inc.)**

Programs are dedicated to filling a void to persons with schizophrenic and bipolar mental illnesses and severely disturbed and emotionally handicapped children and youth, as well as at-risk persons/families. It is our intent to provide services, which add to the stability and integrity of these persons while allowing them to survive in the environment of choice with the least amount of professional intervention. They will do this through: Basic Living Skills Training; Social Rehabilitation and Counseling; Employability Skills; Care Services; Transportation; Continuity of Care; and Supported Employment. The program goal is to improve the quality of life with the least amount of professional intervention.

**STARS Program: \$185,370 – (Palm Beach Habilitation Center)**

The STAR Program is open to older adults with disabilities who cannot participate in a work setting, traditional retirement programs or community day activity centers for senior adult. The delivery model is providing a safe, healthy and culturally valued program of activities emphasizing individual and small group activities on the main Center campus and in natural community settings. A full kitchen has been added to the building where a balanced breakfast and lunch is offered to each participant. Accessible transportation is provided for all field trips into the community which are planned to promote friendships, integration into the community and new leisure experiences. In addition to the daily planned programs mobility training, housing acquisition, case management services, death and dying counseling and crisis intervention are offered to each person and their families as needed.

**Computer Training Program: \$65,424 – (Palm Beach Habilitation Center)**

The goal for the computer program is to provide training and experience to assist individuals in obtaining competitive employment in the community. Unemployment rates for individuals with significant disabilities remains at 75% in Florida. Clearly efforts are needed to help level the employment field in order to assist individuals with disabilities to obtain employment. Individuals are able to transition from the computer training program into competitive employment.

**Comprehensive Outpatient Medical Rehabilitation: \$78,561 – (Rehabilitation Center for Children & Adults)**

The Center has one comprehensive outpatient medical rehabilitation program. The mission is to improve physical function, independence and communication regardless of their ability to pay. The scope of care is individualized, interdisciplinary and outcomes' focused. The target population is people with physical disabilities such as cerebral palsy or stroke. The delivery model is outpatient services including Physical, Occupations and Speech Therapy. Training includes goals to improve activities of daily living, ambulation, balance, coordination, cognition, language, and muscle function, range of motion and pain adjustment.

**Adult Day Habilitation Program: \$271,617 – (Seagull Industries)**

The Program focuses on developing each client's abilities in the areas of work performance, socially acceptable behaviors, and presenting a positive/healthy image that may lead to vocational opportunities in our community. Our target populations are all those mentally retarded and developmentally challenged adults that are not already competitively placed in a full time job in our community. I.Q.'s range from twenty to seventy. We recognize our responsibility to do



what we can for all those who request our services. An experienced staff of direct service workers, social workers, and administrators guarantee each individual a therapeutic, stimulating experience. In cases of legal entanglements, we also serve as an advocate for our client.

**ACCESS (Advocacy, Choices, Community Education for Self-Sufficiency): \$190,718 – (Coalition for Independent Living Options, Inc.)**

Services will enable individuals with disabilities to address physical, attitudinal and skill barriers to participation in their community. Specific services include independent living skills training, advocacy, information and referral, and peer support. ACCESS consumers will complete an Independent Living Plan that identifies specific goals to be achieved, and the steps and supports required to accomplish the plan. The service is available to persons with any disability (physical, cognitive, emotional, sensory, etc) and covers all ages. Services are delivered in the location most accessible to the consumer and may include the home, institutional settings or the larger community.

**ALERT (Accessible Lifesaving Education for At-Risk Teens Utilizing Seniors): \$55,395 – (Coalition for Independent Living Options, Inc.)**

The AGENCY will provide after-school services and a summer day program to middle and high school age adolescents (ages 13-21) with a variety of disabilities. The goal for these students is to assist in developing independence and to teach life skills in order to orient and prepare young adults for independent living. Specific services include mentoring, peer support, independent living skills training, self-advocacy training, career planning, homework assistance and sex education, recreation, information and referral and parental support and training.

**Developmental Day Care: \$38,475 – (Easter Seals Florida, Inc.)**

This program promotes school readiness through an inclusive child development model that addresses the developmental, therapeutic and social needs of children. Target populations are children, birth to 5 years with disabilities & special needs. The goal of the programs is to make sure children will be able to enter school ready to learn.

## **HOMELESSNESS**

**Project Uplift: \$118,841 – (Adopt-A-Family)**

Project Uplift is a short-term self-sufficiency and economic stability program designed to assist families experiencing a temporary situational crisis. Project Uplift achieves this goal by providing services at two tiers: tier one services include eviction prevention services including payment of overdue rent/mortgage and utilities, outreach and assessment services, and case management services. Tier two serves a smaller number of those same families for whom the crisis continues requiring additional support. At the second tier community economic sponsors provide \$300 monthly financial support for the period of one year.

**Homeless Intervention Program: - \$135,198 – (Adopt-A-Family)**

The HIP program assists families in their transition from temporary housing (such as from emergency shelters and transitional housing facilities) into stable permanent housing. Financial



assistance is provided for housing-related expenses and other costs that otherwise may prohibit the success of permanent housing placement. The HIP program prepares families to better cope with life's immediate crises and ever-occurring difficulties by utilizing intensive case management services enhancing family functioning through problem resolution and solution development.

**Service Enriched Housing: \$39,204 – (Adopt-A-Family)**

Enriched Housing provides working poor families, who earn less than 125% of the poverty level, the opportunity to rent a two-bedroom apartment for a minimum of 30% of their adjusted gross income up to \$400 monthly. If a family's income increases such that they can afford more than \$400 per month for rent, the overage is placed into an escrow account for the family to utilize as a down payment on a home or for credit repair.

**Family Shelter Program: \$276,388 — (The Lord's Place)**

The long-term outcome and ultimate goal of the Family Shelter Program is to restore dignity and promote self-sufficiency to the point where families can maintain permanent housing. Supportive services include comprehensive case management, addiction treatment and counseling, vocational and education training, employment assistance, childcare, assistance with budgeting and credit repair.

**Joshua House: \$47,637 — (The Lord's Place)**

Joshua House provides long-term, comprehensive care as part of a daily recovery program. Supportive services include comprehensive case management, addiction counseling, education services and employment training. Expected outcomes range from residents remaining alcohol and drug free to residents becoming employed, enrolling in school or job training. The long-term outcome and ultimate goal of Joshua House is to promote dignity and self-sufficiency to the point where program participants can maintain permanent housing and assume their rightful position in society.

**Goodwill- Community Apprenticeship Program: \$45,220 - (Gulfstream Goodwill Industries, Inc.)**

This program will serve 10 participants in a HUD Homeless Transitional program by offering supportive assistance in obtaining employment that matches their interests and aptitudes, has income potential above minimum wage and is a prospect for long-term placement. Upon hire the funds from this grant will pay the employee wages during the first four weeks of training at which time the employer will assume full responsibility.

**Traveler's Aid/Emergency Assistance: \$13,470 – (Center for Families Services)**

This program provides assistance to individuals who are homeless and need transportation back to their homes, outside of Palm Beach County.

**Homeless Intervention Program: \$70,183 – (Center for Families Services)**

Palm Beach County continues to see a growing number of people sleeping in parks, under bridges, walking the streets, living in cars or sleeping from house to house with nowhere to go. County data indicates that single-parent households with children are especially vulnerable to



becoming homeless. We currently receive many phone calls daily for various types of services and information related to homeless families in need.

**Program Reach @ Pat Reeves Village; Emergency Assistance: \$109,936 – (Center for Families Services)**

The goal of Pat Reeves Village/Program REACH, is to reduce the level of homelessness, and to provide services to those that are at risk for homelessness. Clients receive emergency assistance including up to thirty days of shelter, clothing, food and food vouchers, transportation passes, and personal hygiene items, referral services and intensive case management. Families are linked to educational and employment opportunities.

**Homeless Assessment Center: \$339,873 – (Comprehensive Alcoholism Rehabilitation Programs, Inc.)**

The adult residential homeless assessment center contains 12 residential treatment beds (Level 1V) and provides access to services for homeless adult individuals 24 hours per day seven days per week. Admission to the program is not restricted to substance abuse diagnosis, rather it is open for anyone presenting as homeless. Services are available to both men and women.

**Homeless Advocacy: \$10,950 – (The Homeless Coalition)**

The adult residential homeless assessment center contains 12 residential treatment beds (Level 1V) and provides access to services for homeless adult individuals 24 hours per day seven days per week. Admission to the program is not restricted to substance abuse diagnosis, rather it is open for anyone presenting as homeless. Services are available to both men and women.

**YOUTH VIOLENCE/DIVERSION PROGRAM**

**Child Care/Youth Development: \$117,462 – (Boys & Girls Club)**

The agency has been in the forefront of youth development, working with young people from disadvantaged economic, social and family circumstances. Services are offered year-round and offer a variety of activities in six core areas which include: health and life skills; education and career development; the arts; technology; sports, fitness and recreation; and character and leadership development. Each child (by age) rotates through a number of 45-minute programs each day. Educational programs, including homework help, tutorial programs and other core areas are offered on a rotating basis throughout each week. A youth development strategy underlies all programs and fosters a sense of belonging, competence, usefulness and influence that builds self-confidence and self-esteem.

**Esteem- (Encouraging Students through Education, Employment and Mentoring): \$86,831 - (The Juvenile Transition Center)**

The mission is to mitigate the incidents of youth violence and juvenile delinquency by providing education enrichment, mentoring and job training skills to youth ages 13-18 in Palm Beach County. All ESTEEM participants go through a rigorous application process to determine eligibility. The program provides meaningful and exciting activities while simultaneously



mitigating teenage arrest rates and juvenile delinquency. The program accomplishes this through job training opportunities, academic enrichment and incentives.

**Parenting Partners: \$95,515 – (Big Brothers, Big Sisters, Inc.)**

The service is based on the premise that young parents, in order to reach their full potential as positive, nurturing and well-balanced parents, need the nurturing influence of mature, responsible, knowledgeable adults, to model life skills and serve as a positive role model. In addition to mentoring, Parenting Partners seeks to provide opportunities for its young parent clients to receive education and training consistent with the overall goal of healthy parenting focusing on preventing child abuse.

**Pahokee Parks and Recreation: Before and Afterschool Program: \$132,691 – (City of Pahokee, Parks and Recreation Department)**

The program operates programs to meet the needs of young people and seniors in this largely rural community. In 2001, The City, in response to a need for “before-care” services for the children of farm workers who work early in the morning until late at night, designed a program to include a before care program in conjunction with an already existing after school program. A youth summer program is also offered to provide recreational, leisure and life skills training. Services will be directed to elementary, middle and high school students and will include recreation, tutoring and life skills training. The Parks and Recreation facility also operates as a “drop-in” centre for seniors who participate in arts and crafts and social activities as well as participating in activities with the young people.

**LYNC Program (Linking Youth and Community): \$93,327 – (Communities in Schools)**

The LYNC program aims to connect community resources to the individual needs of schools and youth deemed to be at risk for academic failure. The focus is on students in middle and high schools; transition grades. This is a collaborative effort between the School District of Palm Beach County and the agency. Services are delivered through case- management and an instructional life skills curriculum.

**After School Program: \$129,793 – (Urban Youth Impact, Inc.)**

After school programs targeted to inner city elementary and middle school students at risk for school dropout and delinquency. The program will be conducted primarily at the agency’s own facility. The program will focus on providing academic tutoring, life skills (i.e. conflict resolution, anger management, grooming, etiquette etc) and leadership skills for the high school students. During the summer the students from the after-school program can participate in summer camp. Collaborations have also been made with mental health, substance abuse and family counseling agencies to begin connecting the families of students to a continuum of care. Services will be provided 5 days per week during the school year.



## SUBSTANCE ABUSE

### **Detoxification Services: \$397,671 - (Comprehensive Alcoholism Rehabilitation Programs, Inc.)**

The medical detoxification program is a 35-bed non-hospital medical detox program, operating 24-hours per day, serving males and females 13 and older. This program utilizes medical and clinical procedures to assist clients in their efforts to withdraw from the physiological and psychological effects of substance abuse. The program provides for comprehensive inpatient medical management, through the provision of short-term acute medical care that supports safe withdrawal from alcohol and /or other substances. Medical services will be provided to clients who need withdrawal management in a safe, therapeutic environment. Services will include assessment, social setting detoxification, non-hospital medical detoxification, case management/discharge planning, education, and medical services (psychiatric evaluation and medication management).

### **Adult Residential Treatment Services: \$285,083 - (Comprehensive Alcoholism Rehabilitation Programs, Inc.)**

The adult residential level 11 treatment program is a 120 adult bed residential treatment program for both men and women. Residents participate in a seven-day a week structured clinical program with daily activities designed to promote abstinence-based recovery and the development of relapse prevention skills. These activities include group therapy, individual counselling, recovery-focused educational presentations and discussions. Counseling and case management services are provided by licensed behavioral health care clinicians and certified addiction counselors.

### **Adolescent Residential Treatment Services: \$94,451 - (Comprehensive Alcoholism Rehabilitation Programs, Inc.)**

The Adolescent Residential Treatment Program is an intensive 20 bed treatment program for youth ages 13-17. Residents participate in a seven day a week structured clinical program. Counselling and services focus on rehabilitation, strengthening of daily living skills and re-integration into the family and community. Progression through recovery will be facilitated through education about drugs and alcohol and NA, AA to initiate peer support and provide an introduction to the continued support necessary for aftercare and recovery. A weekly parent support group as well as individual family sessions to help family members cope will be provided.

### **Outpatient Treatment Services: \$17,559 - (Comprehensive Alcoholism Rehabilitation Programs, Inc.)**

Residents of Palm Beach County can receive outpatient services by accessing care in any of three out-patient clinics in West Palm Beach, Lake Worth and Belle Glade. Clients participate in individual, group and family counseling to learn about the disease of chemical dependency, denial and defense mechanisms, the recovery process and relapse prevention.

### **Adolescent and Adult DUI/Early Intervention: \$49,792 – (Center for Family Services)**

The Recovery Program operates a multi-level outpatient service that provides assessment, referral, case management, outpatient/school based prevention, early intervention and outpatient



treatment to individuals and families of Palm Beach County who have substance abuse problems. The program proposes utilization of an Early Intervention Program (EIP) in collaboration with our community partners (school board, law enforcement, probation, DUI schools and the county courts).

**Residential Detoxification Unit-Adult: \$183,163 – (Oakwood Center of the Palm Beaches, Inc.)**

The Residential Detoxification Unit is a 4 bed unit, providing emergency evaluations and referrals to persons under the influence of substances. Services include medical detoxification and daily structured group activities designed to encourage clients to continue treatment beyond detoxification services. The unit is open on a 24 hour, 7 day a week schedule and serves clients 18 and older.

**PANDA Residential Treatment: \$247,770 – (Oakwood Center of the Palm Beaches, Inc.)**

The PANDA program is a residential Level 11 residential treatment facility, providing a structured living environment for women, expectant mothers age 16 and over who have met criteria for a substance induced disorder. Post-partum females and their dependent children are also served. After admission, an individualized bio-psychological assessment will be conducted to develop a plan of treatment. A safe physiological withdrawal from drugs and/or alcohol will be provided in a structured living environment. Treatment services will include intensive individual, group, and family counselling to create and initiate an alcohol and drug free lifestyle, referrals to appropriate programs for continuity of care and promotion of community reintegration, and discharge planning.

**Adolescent Outpatient Services: \$146,321 – (Drug Abuse Treatment Association)**

The Outpatient Program is defined as services that provide a therapeutic environment designed to improve the functioning or prevent further deterioration of persons with mental health and/or substance abuse issues. Specific services provided by the agency include individual, group and family counseling. Each client will receive a minimum of one individual, group, or family therapeutic session every two weeks. If fewer sessions are indicated for the client, this will be documented and justified in the client file. In addition, the program offers assessment, outreach services, psychiatric assessment and medication monitoring. The target population includes male and female adolescents, with an average length of stay of approximately 90 days. The agency has also begun providing outpatient services to three local high schools in order to provide early intervention to young people at these sites.

**Residential Treatment (Walter D. Kelly Treatment Center): \$113,310 – (Drug Abuse Treatment Association)**

This is a licensed, structured rehabilitation-oriented group facility which has 24-hours, seven days per week, supervision. This Level 2 facility is for persons who have significant deficits in independent living skills and need extensive support and supervision. The Kelly Center serves both males and females between the ages of 13 and 18 years of age, with a primary presenting problem of substance abuse. The average length of stay in the residential component is between 3 and 6 months. Primary services include therapy, academic instruction and behavioral modification.



**Intensive Residential Services: \$409,412 – (Drug Abuse Foundation)**

The Residential Treatment Center (RTC) is a structured therapeutic intensive residential treatment program offered in a short-term acute care setting. Its focus is to stabilize the client to stay off drugs. Treatment Services at the Foundation are part of a Unified Treatment Intervention Milieu that focuses on three essential elements: Stabilization off of drugs, Relapse Prevention (preventing a return to drug use) and Certification for Aftercare. Each treatment program focuses on one or more of these elements as its treatment strategy. All of the provided services, groups, treatment planning, etc. address the client's need to stabilize off of drugs. The Residential Program focuses on stabilization off of drugs so that the client can function in a non-residential setting and will be able to implement a program of recovery.

**Medical Detoxification: \$348,520 – (Drug Abuse Foundation)**

Individuals who are intoxicated or demonstrating symptoms of withdrawal from drug or alcohol use and who are not in need of emergency medical or psychiatric stabilization are candidates for detoxification services. Detoxification services are provided in a non-hospital setting. Individuals may receive limited medication to assist them with detox and withdrawal symptoms. Individuals admitted into the detox unit are stabilized within two (2) to five (5) days, they receive a clinical substance abuse and mental health assessment, and they receive standard battery of medical evaluations performed both by a licensed nurse and a licensed physician. They also receive a standard battery of urine and blood tests. Individuals in this unit receive education and motivation services designed to encourage them to follow-through with treatment placement either in a residential or outpatient setting as indicated by assessment.

**Prevention/Aftercare Services: \$6,077 - (Gratitude House, Inc.)**

Prevention and Aftercare programs are based on Prochaska and DiClement's five stages of change. The goal is to move chemically dependent women through each of the five change stages without regard to the length of time spent in each stage. The program consists of relapse prevention groups for discharged clients, play therapy and children's groups for young children and adolescents. Aftercare activities for women, also living in the community, include case management, referrals and aftercare groups.

**Intervention Program: \$5,989 — (Gratitude House, Inc.)**

Intervention services will focus on reducing risk factors associated with the progression of substance abuse problems for women and their families. It is also designed to link women with services in the community to eliminate obstacles to entering treatment or remaining in recovery. In addition, D.A.M.P (Drug Awareness Motivational Program) provides pre-treatment groups and case management services to engage women in the treatment process immediately, and to move women from the ambivalent stage to the action state through motivational interviewing.

**Residential Treatment: \$80,861 — (Gratitude House, Inc.)**

Residential treatment is an intensive/intermediate treatment program for women who meet the DSM-1V criteria for substance dependency with or without a coexisting mental disorder. Treatment is structured, with an emphasis on rehabilitation. Services include individual and group counseling, education, conflict resolution and problem solving, recreational and meditation therapy. There are approximately (20 beds), eight that are reserved for pregnant and post-partum women. Services to mothers will be enhanced by the ability to maintain contact with their



children housed at Children's Place/Connor's Nursery through visits twice a day. The average length of stay ranges from 6-12 months.

**Day/Night Treatment: \$14,014 — (Gratitude House, Inc.)**

Day/Night treatment services provides less structured schedule of non-residential services for women who meet the DSM-1V criteria for substance dependency with or without a coexisting mental disorder. These services are offered on an outpatient basis, Monday through Friday from 9:00 AM to 2:00 PM. There are 15 slots available. The treatment day will include individual counseling, group therapy, daily psycho-educational lectures, films, parenting classes, conflict resolution, problem solving and other women's issue solutions. Services will include dual diagnosis treatment with services of a psychiatric consultant and case management. Transportation and day care will be provided by Gratitude House at no cost to the client. The average length of stay is 4-6 months.

**Residential Substance Abuse Treatment for Women: \$141,154 – (Wayside House)**

The agency provides residential substance abuse treatment for women. The disease of chemical dependency affects all members of the family at all Life Stages; therefore, a Family Program is offered weekly to provide education and support. An additional education series is also offered to the community to provide education of the disease of addiction and the recovery process. There is Outpatient support groups offered to children that are age specific. Outpatient Mothers Issues Programs, Parenting as well as individual and group counseling for any member of the family helps address health, safety, and the quality of life.

**Adolescent and Adult DUI/Early Intervention: \$49,792 – (Center for Family Services)**

The Recovery Program operates a multi-level outpatient service that provides assessment, referral, case management, outpatient/school based prevention, early intervention and outpatient treatment to individuals and families of Palm Beach County who have substance abuse problems. The program proposes utilization of an Early Intervention Program (EIP) in collaboration with our community partners (school board, law enforcement, probation, DUI schools and the county courts).



**Proposed Service Categories  
Not Funded in 2011 Budget**

In planning for the RFP process we identified the following service categories that are primarily funded by other County entities:

HIV/AIDS - Services for HIV/AIDS are provided through the Ryan White funds and also through the Health Department. One program is currently funded under this category.

Child Care/After School Care – This service category is covered through the Children’s Services Council. One program is currently funded under this category.

Health Care – Services provided in this category are covered through the Health Department and Health Care District. FAA funding has historically been focused on the behavioral services and not health-related. Three programs are currently funded under this category.

These agencies will have the opportunity if unable to be funded by the current primary funding agency for their service category to apply under the special projects new initiatives service category. We will ask that they explain why their service is unique or unable to be funded by the primary funder in their RFP request for that category. If appropriate and competitive it will have the opportunity to be considered for funding.



## **2011 Financially Assisted Agencies Request for Proposals Guidelines**

### **General Information:**

1. Funding Priority Area Requested (identify the type of support being requested. Refer to the funding priority/service category areas targeted in the 2011 funding.)
2. Program Title
3. Target Population
4. Geographic Area Served (identify the Commission Districts to be served)
5. Program Status (existing or new program/services)
6. Total Project Budget (program's total budget during the time period for which you are requesting funding)
7. Amount of Funding Request (how much you are requesting from the FAA program)
8. Program Start Date (if a new program)
9. Identify if Agency is currently certified by Nonprofits First (3 pts. for agencies currently certified)

**Overview** (3 sentence overview of the program – this will be used to communicate the purpose of approved requests to the Board of County Commissioners and various publications)

### **Summary**

Please submit a proposal that is:

- No more than 10 pages.
- Format of 1" margins, Arial or Times New Roman font, 12 pt
- Written in plain language
- Understandable to people unfamiliar with your organization or your area of expertise
- Specifically addresses the funding priorities set out in this Request for Proposal

### **Guidelines for the RFP will include:**

#### **1. Need for Assistance (15 pts)**

- What is the need (or problem) in Palm Beach County that you are proposing to address (or solve)?
- Who does this need (or problem) impact in Palm Beach County?
- What local data or evidence exists to document the need (or problem)?



**2. Approach and Design (25 pts)**

- What will your program do to meet this need (or solve this problem)?
- What specific activities will your program complete?
- What services will your program provide?
- How many people in Palm Beach County will your program reach when providing these services?
- What will your program accomplish during the funding period?
- How will your program accomplish it?

**3. Evaluation Approach (25 pts)**

- Logic Model which addresses services for funding request
- Prior outcomes/data that demonstrate success in the services in this RFP
- Use of indicators that have current state or national data documentation available is recommended

**4. Available Resources and Sustainability (15 pts)**

- What other funding is available to support your organization in addressing this need (or solving this problem)?
- Are there any partners who will assist your organization in addressing this need (or solving this problem)? If so, what are their roles and responsibilities?
- What other funding has your organization received to address this need (or solve this problem)?
- How will your organization continue to address this need (or solve this problem) after current funding ends?
- Letters of support that speak directly to the services for which funding is requested

**5. Budget (20 pts)**

- Agency Budget
- Budget Justification
- Unit Cost service description
- Cost of unit of service



## **Guidelines for Service Categories 2011**

Domestic Abuse/Sheltering - Programs and services in this category should address outcomes and performance measures that demonstrate positive change towards the goal of assisting runaways and/or the victims of domestic violence. This could include community-based runaway and domestic violence services; identifying and improving service quality and performance; promoting public awareness and education; and provide information to the public regarding runaway and domestic violence and available services.

Economic Stability/Poverty - Programs and services in this category should address outcomes and performance measures that demonstrate positive change towards self-sufficiency, improved living conditions, increased disposable income and/or quality of life for individuals or families experiencing 'hardships' due to the economy and are at or below 200% of the poverty level as indicated by the federal poverty guidelines.

Homelessness - Programs and services in this category should address outcomes and performance measures that demonstrate positive change towards the County's goal of ending homelessness. All efforts should be in support of the Ten-Year Plan to End Homelessness in Palm Beach County.

Mental Health – Services for children should focus on children and adolescents who are severely emotionally disturbed (SED), emotionally disturbed (ED), and at risk of becoming emotionally disturbed, as defined in section 394.492, Florida Statutes and provided in the least restrictive setting possible to enable children to live with their families, and function at school and in their communities. Services for adults should focus on advancing personal and family recovery and resiliency, be client focused and family driven with performance based on measures towards increased time spent in the community, increased employability and stable housing. Participants in these programs and services are at or below 200% of the poverty level as indicated by the federal poverty guidelines.

\*\*Programs and services in this category should be governed by Chapter 394, Florida Statutes and provide an array of services for adults and children that includes both acute and longer term mental health services.

Senior Services – Programs in this category should address outcomes and performance measures that demonstrate a variety of in-home services that make it possible for seniors to live independently in their own homes; services that provide in-home and facility based services to address the special needs of seniors suffering from memory or other related disorders; and provides a variety of community-based services that maintain and enhance quality of life for seniors 60 years of age and older, and their caregivers, with the greatest economic and social need.

Special Needs/Developmental Disabilities - Programs and services in this category should address outcomes and performance measures that help children and adults with special needs/developmental disabilities achieve their personal goals for independent living, which may include participating in their choice of facility based education and vocational training activities; participating in job coaching and related services that will lead to supported



employment, as well as preparing for independent living in a community (rather than an institutional) setting.

Substance Abuse - Programs should address outcomes and performance measures that demonstrate a positive change for individuals through increased employability, stable housing, safety for children of adults with substance abuse disorders and a reduction in arrest rates for the population served. Participants in these programs and services are at or below 200% of the poverty level as indicated by the federal poverty guidelines.

\*\*Programs and services in this category should be governed by Chapter 397, Florida Statutes and provide an array of services to include prevention, intervention, and treatment for individuals with substance abuse related disorders or who are at risk of developing substance use/abuse issues.

Youth Violence/Diversion - Programs and services in this category should address outcomes and performance measures that result in (1) preventing youth violence and/or delinquency behaviors with the ultimate goal of stopping youth violence/delinquent behaviors before it starts by targeting youth who are at enhanced risk for violence/delinquent behaviors or (2) changing the life-trajectory for those youth who have already demonstrated violent or seriously delinquent behaviors by providing comprehensive, multi-component, tertiary interventions addressing a constellation of risk factors. Parent and family-based programs, social development, and mentoring programs addressing both individual risk factors and environmental conditions have proven to be effective.



## FINANCIALLY ASSISTED AGENCIES COMPLETE LOGIC MODEL PALM BEACH COUNTY, 2010

**Organization:**

**Program:**

Family    Agency    Community

Identified Problem, Need, Situation	Service or Activity Identify the timeframe. Identify the # of clients served or the # of units offered.	Outcome	Outcome/Indicator <u>Projected</u> # and % of clients who <u>will</u> achieve each outcome. or <u>Projected</u> # and % of units <u>expected</u> to be achieved.	Actual Results <u>Actual</u> # and % of clients who <u>achieve</u> each outcome. or <u>Actual</u> # and % of units <u>achieved</u> .	Measurement Tool	Data Source, Collection Procedure, Personnel	Frequency of Data Collection and Reporting
Planning (1)	Intervention (2)	Intervention (3)	Intervention (4)	Impact (5)	Accountability (6)	Accountability (7)	Accountability (8)
		Short Term	Short Term	Short Term			
		Intermediate Term	Intermediate Term	Intermediate Term			
		Long Term	Long Term	Long Term			

**Mission:**

**Proxy Outcome:**



## FINANCIALLY ASSISTED AGENCIES COMPLETE LOGIC MODEL PALM BEACH COUNTY, 2010

**Organization:** Outreach for Homelessness

**Program:** Housing Assistance

Family    Agency    Community

Identified Problem, Need, Situation	Service or Activity Identify the timeframe. Identify the # of clients served or the # of units offered.	Outcome	Outcome/Indicator <u>Projected</u> # and % of clients who <u>will</u> achieve each outcome. or <u>Projected</u> # and % of units <u>expected</u> to be achieved.	Actual Results <u>Actual</u> # and % of clients who <u>achieve</u> each outcome. or <u>Actual</u> # and % of units <u>achieved</u> .	Measurement Tool	Data Source, Collection Procedure, Personnel	Frequency of Data Collection and Reporting
Planning (1)	Intervention (2)	Intervention (3)	Intervention (4)	Impact (5)	Accountability (6)	Accountability (7)	Accountability (8)
Families are at risk of being evicted.	200 families receive emergency housing assistance, January 1, 2004-June 30, 2004. One month emergency rent payment for 150 families.	<b>Short Term</b> Families remain in their own residence.	<b>Short Term</b> 150 of 150, or 100%, of families remain in their own residence 30 days. 120 of 150, or 80%, of families remain in their own residence 60 days. 100 of 150, or 67%, of families remain in their own residence 90 days.	<b>Short Term</b> 142 of 150, or 95% , of families remain in their own residence 30 days. 132 of 150, or 88%, of families remain in their own residence 60 days. 90 of 150, or 60% , of families remain in their own residence 90 days	Housing application. Housing activity log. Client case record.	Case record. Data entered into automated case record at time of encounter. Data entered by CAA case-manager.	Data collected at time of encounter. Summary report generated to supervisor daily. Weekly report generated to department head each Monday. Monthly report generated for executive director.
Families are homeless.	Emergency shelter for 50 families.	Homeless families obtain emergency shelter.	50 of 50, or 100%, of homeless families obtain emergency shelter lasting no longer than 30 days.	50 of 50, or 100% , of homeless families obtain emergency shelter lasting no longer than 30 days.	Housing application. Shelter log. Client case record.	Case Record. Data entered into case record at time of encounter. Data entered by shelter case-manager.	Data collected at time of encounter. Daily report emailed to CAA at daily close of business.
There is a lack of affordable, safe low-income housing. After 90 days, 60 families loose their residence.	Transitional housing for 40 families.	<b>Intermediate Term</b> Families obtain temporary subsidized housing.	<b>Intermediate Term</b> 40 of 60, or 67%, of families obtain and remain in transitional housing for a period of 180-360 days.	<b>Intermediate Term</b> 40 of 60, or 67%, of families obtain and remain in transitional housing for a period of 180-360 days.	Housing Application Client case record.	Case record. Data entered into automated case record at time of encounter. Data entered by CAA case-manager.	Weekly report generated to department head each Monday. Monthly report generated for executive director.

**Mission:**

**Proxy Outcome:**



## Palm Beach County Common Application Budget

Project Details :			
Project Title	Services for Community	Funding Applied For	\$161,759
		<i>Confirmed Funding</i>	\$86,750
Project Length (yrs)	1	Total Expenses	\$127,169

Full Legal Name of Agency	Local Address of Agency
FAA Agency	123 Street
Telephone Number	Fax Number
xxx-xxx-xxxx	xxx-xxx-xxxx

Prepared By		
Typed Name and Title	Date	Telephone Number
Someone Something	15-Mar-10	xxx-xxx-xxxx



## Project Revenues

Revenue Source :	Status	Request Details	Amount	
			Total	Year 1
Quantum Foundation	Confirmed	Funding for administration	\$86,750	\$86,750
United Way of Palm Beach County	Pending	Funding for client services	\$50,003	\$50,003
Government Sources	Pending	Funding for xyz service	\$25,006	\$25,006
<click here to add>				
<b>TOTAL REVENUES</b>			<b>\$161,759</b>	<b>\$161,759</b>
<i>Confirmed Revenues</i>			<i>\$86,750</i>	<i>\$86,750</i>



## Project Expenses

Budget Item :	Project			Quantum Foundation	United Way of Palm Beach County	Government Sources
	Required	Gap	Total	Total	Total	Total
<b>Personnel</b>	\$0	\$34,689	\$34,689	\$0	\$20,000	\$14,689
Personnel			\$34,689	\$0	\$20,000	\$14,689
<b>Building/Occupancy</b>	\$12,000	\$0	\$12,000	\$12,000	\$0	\$0
Rent/Lease	\$12,000	\$0	\$12,000	\$12,000	\$0	\$0
<b>Utilities</b>	\$6,000	\$0	\$6,000	\$0	\$0	\$6,000
Gas, Water, Sewer	\$6,000	\$0	\$6,000	\$0	\$0	\$6,000
<b>Project Supplies/Equipment</b>	\$3,000	\$0	\$3,000	\$0	\$3,000	\$0
Office Supplies	\$3,000	\$0	\$3,000	\$0	\$3,000	\$0
<b>Capital</b>	\$73,863	\$0	\$73,863	\$70,000	\$3,863	\$0
Renovations/Remodeling	\$3,863	\$0	\$3,863	\$0	\$3,863	\$0
Vehicle Purchase	\$70,000	\$0	\$70,000	\$70,000	\$0	\$0
<b>Local Travel</b>	\$3,000	\$0	\$3,000	\$0	\$500	\$2,500
Mileage Reimbursement	\$3,000	\$0	\$3,000	\$0	\$500	\$2,500
<b>Contract Fees</b>	\$0	\$0	\$0	\$0	\$0	\$0
<b>Project Promotion/Media</b>	\$7,000	\$0	\$7,000	\$619	\$6,381	\$0
Media Buys	\$7,000	\$0	\$7,000	\$619	\$6,381	\$0
<b>Professional Development</b>	\$5,625	\$0	\$5,625	\$0	\$5,625	\$0
Conference Travel	\$1,125	\$0	\$1,125	\$0	\$1,125	\$0
Conference Registration Fees	\$1,000	\$0	\$1,000	\$0	\$1,000	\$0
Professional Association Dues	\$2,500	\$0	\$2,500	\$0	\$2,500	\$0
Professional License	\$1,000	\$0	\$1,000	\$0	\$1,000	\$0
<b>Consulting Fees</b>	\$0	\$0	\$0	\$0	\$0	\$0
<b>Other</b>	\$10,625	-\$1,937	\$8,688	\$0	\$8,063	\$625
Meals	\$10,000	-\$1,937	\$8,063	\$0	\$8,063	\$0
IG Fees	\$625	\$0	\$625	\$0	\$0	\$625
<b>Indirect/Adminstrative Expense</b>	\$6,056	\$1,638	\$7,693	\$4,131	\$2,372	\$1,191
<b>TOTAL EXPENSES</b>	\$127,169		\$161,558	\$86,750	\$49,804	\$25,005
<i>Funding Requested</i>	\$161,759		\$161,759	\$86,750	\$50,003	\$25,006





**PALM BEACH COUNTY  
DEPARTMENT OF COMMUNITY SERVICES  
FINANCIALLY ASSISTED AGENCIES FY 2011  
NOTICE OF REQUEST FOR PROPOSALS**

Palm Beach County, Department of Community Services will be accepting proposals for the Financially Assisted Agencies program for Fiscal Year 2011 (October 1, 2010-September 30, 2011). Guidelines for proposals will be available on April 1, 2010.

**FINANCIALLY ASSISTED AGENCIES 2011**

The Financially Assisted Agencies program is the County's principal avenue for funding social services programs pursuant to the Health & Human Services Element of our comprehensive plan. The Health and Human Services Element of the *Comprehensive Plan of Palm Beach County* delineates goals and objectives that address the availability of health and human services necessary to protect the health, safety and welfare of its residents. The Financially Assisted Agencies process is referenced within the Introduction and Goals 1 through 4: System of Care, Human Services, Behavioral Health, and Public Health System.

**Eligible Applicants:** Not-for-Profit agencies holding current and valid 501(c) (3) status as determined by the Internal Revenue Service.

**Summary of Service Categories:**

- Domestic Abuse/Sheltering
- Homelessness
- Senior Services
- Substance Abuse
- New and/or Continuing Initiatives and Innovative Programs
- Economic Stability/Poverty
- Mental Health
- Special Needs/Developmental Disabilities
- Youth Violence/Diversion

For a complete description of service category eligible activities, please refer to the FAA RFP proposal guidelines.

**Proposals and Amount of Funds Requested:** All proposals must be category-specific. Applicants are not limited in the number of proposals submitted. The funding available for this RFP will be determined by the Board of County Commissioners.

**Mandatory Bidder's Conference:** There will be a mandatory bidder's conference held for all agencies submitting proposals. Confirmation of attendance must be received no later than April 9<sup>th</sup>. Please confirm your attendance and service area(s) that you will be submitting proposals for at the department through Pat Adams at 355-4713 or [padams@pbcgov.org](mailto:padams@pbcgov.org). Verification of attendance will be sent to all via email. Please let our staff know if you do not receive confirmation.

**Proposal Guidelines**

Request for Proposal guidelines are available in paper copy and word processing electronic format.

**Paper Copy Version** can be picked up at DCS's main reception desk at 810 Datura Street, West Palm Beach, FL 33401; Monday through Friday, 8:00 a.m. to 5:00 p.m.

**Electronic Format Versions** are available as MS Word document and Excel spreadsheet formats via the Department's website at <http://www.pbcgov.com/communityservices/programs/financiallyassisted/>. Electronic versions are also available by contacting DCS at (561) 355-4713 or [padams@pbcgov.org](mailto:padams@pbcgov.org).

All previous versions of the proposal are void and use of previous versions will not be considered. No alterations or deletions to the proposal format are allowed. Proposals that are not signed and/or notarized will not be considered.

**DEADLINE DATE:** Completed proposals, one original and electronic submission must be received by DCS's close of business day, 5:00 pm, on May 14, 2010. No proposals will be accepted after 5:00 p.m.

Proposals may be sent electronically (email). Please confirm that your written and electronic proposal(s) were received by staff through delivery confirmation, or by calling Pat Adams at (561) 355-4713.

**Technical Assistance** will be provided by staff via email requests. All questions and answers will be made available for the public to review on the County website at <http://www.pbcgov.com/communityservices/programs/financiallyassisted/>. Staff will not be available to answer questions after May 12, 2010, which is two days before the submission deadline. Presentations may be requested to be made to the selection committee after the submission deadline.

**IN ACCORDANCE WITH THE PROVISIONS OF THE ADA, THIS AD AND DOCUMENTS LISTED CAN BE REQUESTED IN AN ALTERNATE FORMAT. AUXILIARY AIDS OR SERVICES WILL BE PROVIDED UPON REQUEST WITH AT LEAST THREE DAYS NOTICE (CONTACT DCS AT (561) 355-4713 or [padams@pbcgov.org](mailto:padams@pbcgov.org)).**

**PUBLISH: March 28, 2010**