

**PALM BEACH COUNTY  
BOARD OF COUNTY COMMISSIONERS  
AGENDA ITEM SUMMARY**

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Meeting Date: February 3, 2026	<input checked="" type="checkbox"/> Consent	<input type="checkbox"/> Regular
	<input type="checkbox"/> Ordinance	<input type="checkbox"/> Public Hearing
<b>Department:</b>		
<b>Submitted By:</b>	<u>Palm Beach County Sheriff's Office</u>	
<b>Submitted For:</b>	<u>Palm Beach County Sheriff's Office</u>	

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**I. EXECUTIVE BRIEF**

**Motion and Title:** Staff recommends motion to: **A) accept** a Grant Award on behalf of the Palm Beach County Sheriff's Office (PBSO) from the Florida Department of Education (FDOE) for the FY 2025-2026 Coach Hixon, Coach Aaron Feis and Coach Scott Beigel Guardian Program (Guardian Program) in the amount of \$124,245.25 for the period July 1, 2025 through August 31, 2026; and **B) approve** a Budget Amendment of \$124,246 in the Sheriff's Grants Fund.

**Summary:** On December 4, 2025, PBSO received a Grant Award in the amount of \$124,245.25 for the Guardian Program to continue PBSO's Safe Schools Security Guard Training Program (SSSGTP). The SSSGTP is a partnership with the Palm Beach County School District to ensure all charter schools in Palm Beach County are equipped with a Safe-School Officer in compliance with Section 1006.12, Florida Statutes. These grant funds will provide overtime for the qualified sworn deputies/instructors certified by the Criminal Justice Standards and Training Commission (CJSTC) and a training simulation software to support the Guarding Training Program. **There is no match requirement associated with this award.** The contract agreement number is 97K-90210-6D001. The CFSA# is 48.140. Countywide (RS)

**Background and Justification:** Section 30.15, Florida Statutes established the Coach Hixon, Coach Aaron Feis and Coach Scott Beigel Guardian Program to aid in the prevention or abatement of active assailant incidents on school premises and authorized local school boards to implement a guardian program. The Florida Legislature appropriated funds in fiscal year 2025-2026 through the Florida Department of Education for sheriff offices to provide training pursuant to Section 30.15(k)(2), Florida Statutes.

**Attachments:**

1. FDOE Grant Award
2. Budget Amendment

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RECOMMENDED BY: Ric L. Bradshaw Digitally signed by Ric L. Bradshaw  
Date: 2026.01.13  
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DEPARTMENT DIRECTOR

DATE

APPROVED BY: N/A 1/14

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COUNTY ADMINISTRATOR

DATE

## II. FISCAL IMPACT ANALYSIS

### A. Five Year Summary of Fiscal Impact:

Fiscal Years	2026	2027	2028	2029	2030
Capital Expenditures	\$0				
Operating Costs	\$124,246				
External Revenues	(\$124,246)				
Program Income (County)					
In-Kind Match (County)	0				
Net Fiscal Impact	0				
# Additional FTE Positions (Cumulative)	0				

Is Item Included in Current Budget: YES  NO

Budget Account No.: Fund 1152 Agency 160 Org 2509 Object 3429

Reporting Category \_\_\_\_\_

Does this item include the use of federal funds: Yes  No  X \_\_\_\_\_

Does this item include the use of state funds: Yes  X \_\_\_\_\_ No  \_\_\_\_\_

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

FDOE is providing funding under the FY25-26 Coach Hixon, Coach Aaron Feis and Coach Scott Beigel  
Guardian Program. **There is no match requirement associated with this award.**

FY25-26 Guardian Program= \$124,246  
Total Program Budget= \$124,246

## III REVIEW COMMENTS

### A. OFMB Fiscal and/or Contract Administration Comments:

  
Linda Mack 1/16/2025  
OFMB VS 1/13  
AAF 1/19

  
Linda Mack 1/16/2025  
Contract Administration 26 1/15/26

### B. Legal Sufficiency:

  
1/16/2025  
Assistant County Attorney

### C. Other Department Review:

Department Director

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

**Florida Department of Education**  
**Project Award Notification**

<b>1 PROJECT RECIPIENT</b> Palm Beach County Sheriffs Office	<b>2 PROJECT NUMBER</b> 97K-90210-6D001	
<b>3 PROJECT/PROGRAM TITLE</b> Guardian Program  TAPS 26A096	<b>4 AUTHORITY</b> LI 90 General Appropriations Act USDE or Appropriate Agency	
<b>FAIN#:</b>		
<b>5 AMENDMENT INFORMATION</b> Amendment Number: Type of Amendment: Effective Date:	<b>6 PROJECT PERIODS</b> Budget Period: 07/01/2025 - 08/31/2026 Program Period: 07/01/2025 - 08/31/2026	
<b>7 AUTHORIZED FUNDING</b> Current Approved Budget: \$124,245.25 Amendment Amount: Estimated Roll Forward: Certified Roll Amount: Total Project Amount: \$124,245.25	<b>8 REIMBURSEMENT OPTION</b> As Specified in the Terms and Conditions	
<b>9 TIMELINES</b> <ul style="list-style-type: none"> <li>• Last date for incurring expenditures and issuing purchase orders: <u>08/31/2026</u></li> <li>• Date that all obligations are to be liquidated and final disbursement reports submitted: <u>09/06/2026</u></li> <li>• Last date for receipt of proposed budget and program amendments: <u>07/31/2026</u></li> <li>• Refund date of unexpended funds; mail to DOE Comptroller, 325 W. Gaines Street, 944 Turlington Building, Tallahassee, Florida 32399-0400:</li> <li>• Date(s) for program reports:</li> <li>• Federal Award Date :</li> </ul>		
<b>10 DOE CONTACTS</b> Program: Chelsea Joslin Phone: (850) 245-0811 Email: <a href="mailto:Chelsea.Joslin@fldoe.org">Chelsea.Joslin@fldoe.org</a> Grants Management: Unit A (850) 245-0735	Comptroller Office Phone: (850) 245-0401	UEI#: UZA2MELMDZZ1 FEIN#: F596000789037
<b>11 TERMS AND SPECIAL CONDITIONS</b> <ul style="list-style-type: none"> <li>• This project and any amendments are subject to the procedures outlined in the <u>Project Application and Amendment Procedures for Federal and State Programs</u> (Green Book) and the General Assurances for Participation in Federal and State Programs and the terms and requirements of the Request for Proposal or Request for Application, RFP/RFA, hereby incorporated by reference.</li> <li>• Any unexpended general revenue funds must be returned by check issued to the Florida Department of Education, with the final expenditure report. The check must clearly identify the project number for which funds are being returned.</li> <li>• In the event that the Governor and Cabinet are required to impose a mandatory reserve on the current year appropriation, this Agreement shall be amended to place in reserve the amount determined by the Department of Education to be necessary because of the mandatory reserve in the appropriation.</li> <li>• All provisions not in conflict with any amendment(s) are still in full force and effect and are to be performed at the level specified in the project award notification.</li> <li>• The Department's approval of this contract/grant does not excuse compliance with any law.</li> <li>• Other: Please note that additional terms and conditions may apply depending on the assurances associated with this project. For further details, refer to Section 11 on the following page.</li> </ul>		
<b>12 APPROVED:</b>  Authorized Official on behalf of the Commissioner of Education		<u>12-04-2025</u> Date of Signing
 FLORIDA DEPARTMENT OF EDUCATION <a href="http://fldoe.org">fldoe.org</a>		

**INSTRUCTIONS  
PROJECT AWARD NOTIFICATION**

- 1 Project Recipient: Agency, Institution or Non-Governmental entity to which the project is awarded.
- 2 Project Number: This is the agency number, grant number, and project code that must be used in all communication. (Projects with multiple project numbers will have a separate DOE-200 for each project number).
- 3 Project Description: Title of program and/or project. TAPS #: Departmental tracking number.
- 4 Authority: Federal Grants - Public Law or authority and CFDA number. State Grants - Appropriation Line Item Number and/or applicable statute and state identifier number.
- 5 Amendment Information: Amendment number (consecutively numbered), type (programmatic, budgeting, time extension or others) in accordance with the Project Application and Amendment Procedures for Federal and State Programs (Green Book), and effective date.
- 6 Project Periods: The periods for which the project budget and program are in effect.
- 7 Authorized Funding: Current Approved Project (total dollars available prior to any amendments); Amendment Amount (total amount of increase or decrease in project funding); Estimated Roll Forward (roll forward funds which have been estimated into this project); and Total Project Amount (total dollars awarded for this project).
- 8 Reimbursement Options:
  - Federal Cash Advance –On-Line Reporting required monthly to record expenditures.
  - Advance Payment – Upon receipt of the Project Award Notification, up to 25% of the total award may be advanced for the first payment period. To receive subsequent payments, 90% of previous expenditures must be documented and approved by the Department.
  - Quarterly Advance to Public Entity – For quarterly advances of non-federal funding to state agencies and LEAs made in accordance within the authority of the General Appropriations Act. Expenditures must be documented and reported to DOE at the end of the project period. If audited, the recipient must have expenditure detail documentation supporting the requested advances.
  - Reimbursement with Performance - Payment made upon submission of documented allowable expenditures, plus documentation of completion of specified performance objectives.
- 9 Timelines: Date requirements for financial and program reporting/requests to the Department of Education.
- 10 DOE Contacts: Program contact for program issues, Grants Management Unit for processing issues, and Comptroller's Office number for payment information.
- 11 Terms and Special Conditions: Listed items apply to this project
  - Terms for payment will be described of the Project Award Notification (DOE 200) and the project number will include the payment code "D." All disbursements reports must be supported by the appropriate documents, including but not limited to the deliverables completed for the reporting period, activity reports that time directly to the tasks performed or deliverables completed for the reporting period, copies of invoices, time sheets, receipts, and paid checks or bank statements. Each report shall also include, as appropriate, the DOE 300 and DOE 301 and reported on the DOE 399 from with an original signature of the official who is authorized to legally bind the entity. Upon receipt of the award notification, funding will be based on agency request and budget release. Funds for guardian stipends may be requested in advance.
  - As applicable, grantees must not use federal funds under this project in any manner that violates the United States Constitution, Title VI or Title VII of the Civil Rights Act of 1964 (42 U.S.C. § 2000d et seq. or 42 U.S.C. § 2000e et seq.), Title IX of the Education Amendments of 1972 (20 U.S.C. § 1681 et seq.), section 504 of the Rehabilitation Act (29 U.S.C. § 794), the Age Discrimination Act of 1975 (42 U.S.C. 6101 et seq.), Title II of the Americans with Disabilities Act of 1990 (42 U.S.C. § 12131 et seq.), the Boy Scouts of America Equal Access Act of 2001 (20 U.S.C. § 7905), section 117 of the Higher Education Act of 1965, as amended (20 U.S.C. § 1011f), or other applicable federal law. To the extent that a grantee uses grant funds for such unallowable activities, the U.S. Department of Education and/or the Florida Department of Education may take appropriate enforcement action including under section 451 of the General Education Provisions Act (GEPA), which may include the recovery of funds under section 452 of GEPA.
- 12 Approved: Approval signature from the Florida Department of Education and the date signature was affixed.

**FLORIDA DEPARTMENT OF EDUCATION  
PROJECT APPLICATION**

<b>Please return to:</b> Florida Department of Education Office of Grants Management Room 332 Turlington Building 325 West Gaines Street Tallahassee, Florida 32399-0400 Telephone: (850) 245-0735	<b>A) Program Name:</b> <b>2025-2026 Chris Hixon, Coach Aaron Feis, and Coach Scott Beigel Guardian Program</b>  <b>TAPS NUMBER: 26A096</b>	<b>DOE USE ONLY</b> Date Received  11/19/2025
<b>B) Name and Address of Eligible Applicant:</b> Palm Beach County Sheriff's Office 3228 Gun Club Road West Palm Beach, Florida 33406		<b>Project Number (DOE Assigned)</b> 97K-90210-6D001
<b>C) Total Funds Requested:</b>  \$124,245.25  <b>DOE USE ONLY</b>  <b>Total Approved Project:</b>  \$124,245.25	<b>D) Applicant Contact &amp; Business Information</b>	
	Contact Name: Janet L. Cid  Fiscal Contact Name: Marta Rodriguez	Telephone Numbers: (561) 688-3257
	Mailing Address: 3228 Gun Club Road West Palm Beach, FL 33406	E-mail Addresses: cidj@pbso.org
	Physical/Facility Address: 3228 Gun Club Road, West Palm Beach, FL 33406	UEI number: UZA2MELMDZZ1 FEIN number: 59-6000789

**CERTIFICATION**

I, Ric L. Bradshaw, (Please Type Name) as the official who is authorized to legally bind the agency/organization, do hereby certify to the best of my knowledge and belief that all the information and attachments submitted in this application are true, complete and accurate, for the purposes, and objectives, set forth in the RFA or RFP and are consistent with the statement of general assurances and specific programmatic assurances for this project. I am aware that any false, fictitious or fraudulent information or the omission of any material fact may subject me to criminal, or administrative penalties for the false statement, false claims or otherwise. Furthermore, all applicable statutes, regulations, and procedures; administrative and programmatic requirements; and procedures for fiscal control and maintenance of records will be implemented to ensure proper accountability for the expenditure of funds on this project. All records necessary to substantiate these requirements will be available for review by appropriate state and federal staff. I further certify that all expenditures will be obligated on or after the effective date and prior to the termination date of the project. Disbursements will be reported only as appropriate to this project, and will not be used for matching funds on this or any special project, where prohibited.

Further, I understand that it is the responsibility of the agency head to obtain from its governing body the authorization for the submission of this application.

<b>E)</b>  Signature of Agency Head	Sheriff Title	11/19/25 Date
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## Instructions for Completion of DOE 100A

- A.** If not pre-populated, enter name and TAPS number of the program for which funds are requested.
- B.** Enter name and mailing address of eligible applicant. The applicant is the public or non-public entity receiving funds to carry out the purpose of the project.
- C.** Enter the total amount of funds requested for this project.
- D.** Enter requested information for the applicant's program and fiscal contact person(s). These individuals are the people responsible for responding to all questions, programmatic or budgetary regarding information included in this application. The Unique Entity Identifier (UEI) requirements are explained on page A-2 of the Green Book. The Applicant name must match the name associated with their UEI registration. The Physical/Facility address and Federal Employer Identification Number/Tax Identification Number (FEIN/FEID or TIN) (also known as) Employer Identification Number (EIN) are collected for department reporting.
- E. The original signature of the appropriate agency head is required.** The agency head is the school district superintendent, university or community college president, state agency commissioner or secretary, or the chairperson of the Board for other eligible applicants.
  - **Note:** Applications signed by officials other than the appropriate agency head identified above must have a letter signed by the agency head, or documentation citing action of the governing body delegating authority to the person to sign on behalf of said official. Attach the letter or documentation to the DOE 100A when the application is submitted.

**Florida Department of Education**  
**Chris Hixon, Coach Aaron Feis and**  
**Coach Scott Beigel Guardian Program**  
**Attestation Form**

*Please check each box as applicable, sign, and return with the grant application.*

In accordance with sections 30.15(1)(k) and 1006.12, Florida Statutes (F.S.), the sheriff's office identified below certifies the following:

The sheriff's office has elected to implement the Guardian Program, and the program is consistent with the requirements of s. 30.15(l)(k), F.S.

Participation in the Guardian Program:

is approved by the local school board; **OR**

0 is scheduled to be considered by \_\_\_\_\_ (date).

In accordance with s. 30.15(1)(k), F.S., the sheriff's office identified below attests that expenditures made through this grant:

Will be for training, screening, and providing stipends for the Guardian Program.

Finally, in accordance with s. 30.15(l)(k), F.S., the sheriff's office identified below attests that:

It will report the schedule for upcoming school guardian trainings, including the date and location of training, a contact person, and class capacity, to the Florida Department of Law Enforcement on a quarterly basis.

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Palm Beach County Sheriff's Office

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**Sheriff's Office**



11/19/25

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Signature of Sheriff or Authorized Designee

Date

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## **Assurances, Terms, and Conditions for Participation in the Chris Hixon, Coach Aaron Feis, and Coach Scott Beigel Guardian Program**

The Department of Education has developed an "Assurances" document that must be signed by all agencies.

**Instructions:** These assurances will be in effect for the duration of the project it covers. The state agencies or boards administering the projects covered by the application shall not require the submission or amendment of such an application unless required by changes in state law, or by other significant change in the circumstances affecting an assurance in such application. The superintendent, agency head, or other authorized officer must sign the certification and return it to the department. No payment for project/grant awards will be made by this agency without a current signed Assurances form on file. For further information, contact the Florida Department of Education, Bureau of the Comptroller, at (850) 245-0401.

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### **Certification:**

I, the undersigned official am legally authorized to bind the named agency/organization of the State of Florida, hereby apply for participation in state-funded education programs on behalf of the named agency/organization below. I certify that the agency will adhere to and comply with these Assurances, Terms, and Conditions and all requirements outlined in the "Project Application and Amendment Procedures for Federal and State Programs" (Green Book), except Section D – General Assurances, Terms and Conditions for Participation in Federal and State Programs, Section C-Fiscal and Program Accountability, and the Glossary. The following document serves as replacement to Section D, and the Glossary. A modified Section C is incorporated as attached.

Palm Beach County Sheriff's Office	97K	Ric L. Bradshaw, Sheriff
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Typed Agency Name

Agency Number

Ric L. Bradshaw, Sheriff  
Typed Name and Title of Authorized Official  
(Agency Head)

I certify that the agency will adhere to each of the assurances contained in this set of *General Assurances, Terms, and Conditions for Participation in Federal and State Programs* as applicable to the project(s) for which this agency is responsible.

	11/20/25	(561) 688-3021
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Signature

Date

Area Code/Telephone Number

# 26-0333

BOARD OF COUNTY COMMISSIONERS  
PALM BEACH COUNTY, FLORIDA  
BUDGET AMENDMENT

BGRV  
BGEX

010826\*287  
010826\*782

FUND 1152 - Sheriff's Grants

ACCOUNT NUMBER	ACCOUNT NAME	UNIT NAME	ORIGINAL BUDGET	CURRENT BUDGET	INCREASE	DECREASE	ADJUSTED BUDGET	EXPENDED/ENCUMBERED as of 12-18-2025	REMAINING BALANCE
<strong>REVENUES</strong>									
160-2509-3429	State Grant - Other Public Safety	Safe Schools Security Guards Training Program-FY26	0	0	124,246	0	124,246		
	<strong>Total Fund Revenues</strong>		<strong>11,487,684</strong>	<strong>14,024,621</strong>	<strong>124,246</strong>	<strong>0</strong>	<strong>14,148,867</strong>		
<strong>EXPENDITURES</strong>									
160-2509-9498	Transfer to Sheriff's Fund 1902	Safe Schools Security Guards Training Program-FY26	0	0	124,246	0	124,246	0	124,246
	<strong>Total Fund Expenditures</strong>		<strong>11,487,684</strong>	<strong>14,024,621</strong>	<strong>124,246</strong>	<strong>0</strong>	<strong>14,148,867</strong>		

SIGNATURES

Ric L.  
Bradshaw

Digitally signed by Ric L.  
Bradshaw  
Date: 2026.01.07  
10:51:57 -05'00'

Initiating Department/Division



Administration/Budget Department Approval

OFMB Department - Posted

DATES

1/14/2026

BY BOARD OF COUNTY COMMISSIONERS

At Meeting of: 2/3/2026

Deputy Clerk to the  
Board of County Commissioners