



# **Community Service Agencies (CSA) Program Modifications**

# SHELTER FUNDING



**Re-allocate \$100k from the CSA budget specifically to fund shelter nights at the three local shelters.**

*Funding will be distributed based on percentage of shelter beds*

*ROM: 64% of shelter beds in County = \$64,000*

*SafeHouse: 29% of shelter beds in County = \$29,000*

*Recovery House: 7% of shelter beds in County = \$7,000*



*Shelters will be awarded these funds on an annual basis and will not be eligible to apply for CSA funding.*

*Shelters can still apply for ESG funding annually*



# ESSENTIAL AND SUPPORTIVE SERVICES

## Section 2.0

- Update the definitions for both categories:
- **Essential:** services that meet the basic needs for daily survival that sustain the quality of life for residents including food, childcare, medical, mental and/or behavioral health, and housing activities not funded by any other Federal programs administered through the County
- **Supportive:** services that enhance the quality of life for residents including legal or youth services, and any services not previously defined as essential

# ELIGIBILITY REQUIREMENTS

## Section 3.1

- Formalize current practices:
  - Capital improvement, construction projects, property or home purchases are ineligible
  - No less than 2/3 of the total funding amount will be allocated to essential services
- Add:
  - Projects supporting homeless services such as Rapid Re-housing or homeless shelters are ineligible

# ACCOUNTABILITY

## Section 3.2

- Add:
  - Full and complete funding expenditure of total award for eligible expenses
  - If the County had to recapture funds within the last 24 months, or if the agency fails to fully expend funds, future funding may be impacted

# APPLICATION SCHEDULE

## Section 4.1

- Add:
  - Maximum \$100,000 can be requested and/or awarded per agency
- Formalize current practices:
  - Administrative expenses are ineligible
  - Administrative expenses are defined as costs associated with overall program management, coordination, monitoring and evaluation. Costs include purchase of equipment, insurance, office supplies, leasing/utilities, supervision of program staff and administrative staff salaries, etc

# APPLICATION SUBMISSION

## Section 4.2

- Formalize current practices:
  - Late Applications will not be accepted, no exceptions

# Appeal Process

## Section 7.0

- Add:
  - Appeals must be submitted in writing to the Seminole County Community Services Director within 10 business days of receiving denial notification.
  - Late, non-eligible services, or incomplete application are ineligible for appeal

# **CSA Notice of Funding Availability (NOFA), Application, and Scoresheet**

- All have been updated to streamline the process and reflect the recommended updates

# Commissioner Feedback

1. *Increase total budget to \$1,000,000 (\$158k increase)*
2. *Create a separate category for mental/behavioral health*
3. *Increase maximum agency cap to \$150k*
4. *Add that agencies cannot appeal the CS Director's decision on an initial appeal*
5. *Use the Community Needs Assessment to determine the funding priorities and what is considered an "essential" service*
6. *Update appeal process: remove "ineligible services" and "incomplete applications" and broaden the process to include the Director and outside members for an appeal committee*
7. *Add substance use as an essential service*

# Commissioner Feedback

8. *Add additional accountability regarding performance measures*
9. *Do not adjust shelter funding structure or limit available funding amount*
10. *Add a definition for food in essential services. Defined as prepared meals for vulnerable populations and food pantry boxes/bags. Excluding grocery and restaurant gift cards and equipment to prepare or store food*
11. *Remove “e” from section 3.2 Accountability of CSA policy*
12. *Update “f” from section 3.2 Accountability of CSA policy to state “Recaptured funds within the last 24 months will be a consideration for future funding*

# **Requesting Approval of all Recommended Staff Changes**

***Future updates made to the application and/or scoresheet  
can be approved by the Department Director and not  
required to have BCC approval***

# Funding Term Limits

- Option #1- Current- allow agencies to apply and potentially receive funding every year

Opportunities	Challenges
Stability for agency budgets	Services in the community may be impacted if an agency is not funded
Continued support for needed services	Difficult for newer and smaller agencies to receive funding
Less labor intensive for staff and agency- no tracking required	More labor intensive for staff and agency- tracking required

# Funding Term Limits

- Option #2- set a term limit
  - Example- Agency can receive funding 3 years in a 5-year cycle.

Opportunities	Challenges
Funding would be used as a capacity builder instead of entitlement funding	Instability for agency budgets
Allows opportunities for newer or smaller agencies to receive funding	Requires agency to seek alternative funding sources or services decrease
Less labor intensive for staff and agency-tracking not required	More labor intensive for staff and agency-tracking required

# Looking for Direction...

Any changes can be included in the  
2024-2025 NOFA