



Broward Children's Strategic Plan Funding Policy & Guidelines

Purpose

The Children's Services Council (CSC) of Broward County serves as the backbone organization for the Broward Children's Strategic Plan (BCSP) and supports its committees through a wide range of activities, including the BCSP Fund. This funding opportunity is only available to BCSP Committees working in Broward County on behalf of children and families, and all requests must be approved by the Council.

I. Policy

To be considered for funding, activities must be consistent with the CSC's mission, support a BCSP Committee's objectives and promote community resources, community engagement, community input services, community education, community and neighborhood forums, community awareness campaigns, restorative justice practices, healing spaces/opportunities and research/continuum of care assessments etc. Research/continuum of care assessments may be eligible for more comprehensive funding and must follow CSC's procurement policies.

CSC staff serving as chairs, co-chairs, and or committee members are not eligible for any financial benefit from the BCSP Fund. However, CSC staff and CSC-funded provider staff are permitted to attend group events, training, and activities funded all or in part by BCSP Funds.

The BCSP Fund dollars are limited, and the denial of any request shall in no way be construed as a reflection on the project submitted or the agency involved.

BCSP Fund project/event/activity that may be supported:

1. Community engagement and education forums
2. Activities and supports necessary for community input
3. Conferences
4. Scholarships for youth to attend conferences
5. Research/continuum of care assessments
6. Resource fairs

BCSP Fund activities that are NOT supported:

1. Fundraising events
2. Award banquets
3. Events that are funded under CSC's Sponsorships Policy

II. Guidelines



Broward Children's Strategic Plan Funding Policy & Guidelines

1. Eligibility Criteria

- a. The activity must benefit the children and families of Broward County.
- b. The activity must fit into the goals and objectives of the Council.
- c. The project has been approved by the Committee and verified by the Committee Chair.
- d. Each request must have one BCSP Committee Selected Organization who will serve as the primary contact responsible for implementing the project/event/activity being funded by the BCSP Fund.
- e. Applicants should be able to demonstrate both successful and unsuccessful efforts to secure other funding to support the project.
- f. Complete an application through CSC's BCSP Fund Application Portal.
- g. Must be willing to adhere to all Federal, State and CSC policies.

2. Non-eligible Applications

- a. Individuals will not be funded.
- b. Proposals solely serving people living outside of Broward County.
- c. Proposals not approved by the BCSP Committee.

3. Important Dates & Timelines

- a. The BCSP Committee Selected Organization(s) must submit the BCSP Fund Request form at least two and a half (2.5) months prior to the date of the planned project/event/activity.
- b. When submitting BCSP fund requests, please consider that the Council convenes every 3rd Thursday of the month. (Often, July and December meetings are canceled)

The review of BCSP Fund requests is ongoing throughout the fiscal year or until the allocated balance of monies for the BCSP Fund is exhausted. Applications are reviewed on a first-come, first-served basis.

4. Application Procedure

- a. The BCSP Committee Selected Organization(s) must complete all requested information on the BCSP Fund Application Portal (including, but not limited to: a copy of the budget that shows what aspects of the requested project/event/activity are being supported by BCSP Funds and other funding sources)



Broward Children's Strategic Plan Funding Policy & Guidelines

- b. The BCSP Committee Selected Organization(s) must complete and sign a W-9, provide a copy of their ACTIVE registration with Sunbiz and ACH documentation.
- c. The BCSP Committee Selected Organization(s) must comply with E-Verify requirements per the Florida Statutes Section 448.095.

5. Funding Procedure

- a. The BCSP Fund requests will be reviewed by CSC staff and Management and recommendations are forwarded to the CSC Council for approval.
- b. If approved by the Council, requests for community engagement and education forums, community input services, conferences and scholarship for youth to attend conferences up to \$5,000 may not require a consulting agreement.
- c. If approved by the Council, requests for activities such as research, continuum of care assessments, national speakers, etc exceeding \$5,000 may be funded subject to CSC procurement guidelines and may require a consulting agreement.
- d. The CSC Strategy Manager managing the BCSP Fund request will work with the Selected Organization(s) to process the documentation required by CSC's Accounts Payable for processing and for payment.
- e. All CSC payments are made via ACH payment.
- f. The CSC funded BCSP Committee Selected Organization(s) is responsible for paying the vendors outlined in the application as approved by the Council and must provide proper documentation, as requested.

Funded BCSP Committee Selected Organization Requirements:

- a. The CSC and Broward Children's Strategic Plan logo must be included in all project/event/activity materials, both print and digital.
- b. CSC may provide a table at the project/event/activity if requested. Request for CSC participation must be noted in the application form.
- c. Post-event, providing evidence of the success and impact of the funding activity is crucial. Therefore, within 30 days post activity, the Selected Organization(s) must upload the following information via the portal.
 - Total Attendance: Provide the overall number of participants/attendees.
 - Media Coverage (if applicable): Compile press clippings and articles featuring the activity.



Broward Children's Strategic Plan Funding Policy & Guidelines

- Photographs (if applicable): Provide a collection of high-quality photographs showcasing key moments of the activity.
- Community Impact: Highlight any positive impact on the local community or system.