



HUMAN AND SOCIAL SERVICE AGENCIES

Notice of Public Meeting and
Mandatory Application Workshop

The Tallahassee City Commission, the Leon County Board of County Commissioners, and the United Way of the Big Bend invite all interested parties to participate in the annual **Community Human Service Partnership (CHSP)** grant process.

Each year, the Tallahassee City Commission, the Leon County Board of County Commissioners, and the United Way of the Big Bend dedicate funds to support the CHSP process. The City does this by making available a portion of its Community Development Block Grant and general revenue funds while the County utilizes general revenue funds. The United Way allocates funds raised in its annual community-wide campaign to United Way Certified Agencies through this process.

The City, County and United Way collaborate in a process through which each organization provides funding directly to community-based human services agencies. The CHSP process provides for efficiency in funds distribution by eliminating duplication of funding, application processes, site visits, etc. The City and the County, like many other local governments provide funding to community-based human services agencies as a matter of public policy which considers the overall benefit to the community, the costs of not having these services available in our community, and the cost of providing them as a governmental function if not provided by the nonprofit sector.

The Community Human Service Partnership will hold four (4) funding workshops this year. **All agencies that wish to apply for FY 2013-2014 human services funding must attend ONE of the mandatory workshops listed below.** Applications will be distributed at all workshops. The session entitled "New agencies and new directors" is for agencies that have never received funding through CHSP and new agency directors. The sessions entitled "Previously funded agencies" are for those agencies that have been funded by CHSP for one or more years.

Each workshop will be held at the Early Learning Coalition of the Big Bend Region, 1940 North Monroe Street (Located in the Northwood Center)

The Schedule of the Application Workshops

DATE	TIME	AUDIENCE
Wednesday, January 9, 2013	9:30—12:00 Noon	New agencies and new directors
Friday, January 11, 2013	9:30—12:00 Noon	Previously funded agencies
Wednesday, January 16, 2013	9:30—12:00 Noon	Previously funded agencies
Friday, January 18, 2013	9:30—12:00 Noon	Previously funded agencies

Applications for FY 2013-2014 will only be accepted from agencies meeting the eligibility criteria who have documented attendance at one of the mandatory application workshops.

These RFP workshops are only for human services programs that provide direct client services to residents of the City of Tallahassee and Leon County. Housing, economic development, public facilities or other type projects funded by the City or County will follow separate procedures.

Please register by January 3, 2013, to attend one of these sessions by contacting Anita Morrell, Human Services Analyst, with the City of Tallahassee at her email address: anita.morrell@talgov.com or by phone at 891-6561 (direct line) or 891-6500 (switchboard). If you have a disability requiring accommodations, please call 891-6500 or the TDD telephone number, 711, at least 24 hours (excluding weekends and holidays) prior to the start of the workshop.