



FLORIDA ASSOCIATION OF  
**FREE & CHARITABLE**  
CLINICS

**2025-26 State Funds Grant Programs**  
July 17, 2025

# Agenda

1. Program Structure
2. Eligibility
3. Budget Structure
4. Application and Review
5. Reporting and Compliance
6. Important Dates

# Program Structure

- State Funds Grant
  - Recurring **\$9,500,000** state appropriated funding
  - Purpose: support **capacity building** products and processes of FAFCC members to improve service expansion, organizational capacity, effectiveness, and efficiency
- Dental Behavioral Health Expansion Grant
  - Non-recurring **\$500,000** state appropriated funding
  - Purpose: support **expansion of dental and mental health programs** of FAFCC members

# Program Structure

- Notice of Funding Availability (NOFA)
  - Thorough resource for program parameters
  - Deadlines for application and progress reports
  - Eligibility criteria
  - Detailed budget structure
  - Grant application process
  - Evaluation process, including scoring rubric and monitoring

[www.fafcc.org/grant-programs](http://www.fafcc.org/grant-programs)

# Program Structure

- Period of Support: July 1, 2025 - June 30, 2026
  - Funds can be applied to expenses beginning July 1
  - **All funds must be expended by June 30**
- Individual award amounts are based on:
  - Number of applications received
  - Amount of funds requested
  - Applicant's most recent Board Approved Operating Budget
  - Results of application scoring
  - Prior grant performance
  - Community need and impact

# Eligibility

- FAFCC member with full voting rights in good standing
- Dedicated Project Liaison
  - Lead contact on all grant related matters, which includes forwarding correspondence to additional team members
  - Must remain knowledgeable about the progress and outcomes of funded projects
  - Will be given a user login for the Salesforce portal

*(Additional staff can create an account at [fafcc.org](https://fafcc.org) to receive the Midweek Memo)*

## Eligibility - Disclosure of Public Funds

- All pending or awarded public funds must be disclosed in the application.
- Applicants will be asked to explain how scopes will remain distinct and confirm no overlapping expenses will be claimed.
- Those pursuing direct state appropriations for similar scopes of work may not be eligible to receive a full FAFCC grant.

# Eligibility - Financial Review Requirements

- Must have had a review or audit within the last 2 fiscal years
- If not, request grant funds to conduct one of the following with an outside CPA:
  - An audit, if budget exceeds \$250,000
  - A review, if budget is between \$100,000 and \$249,000
- Organizations whose budgets are less than \$100,000 are exempt and may submit their most recent IRS Form 990



# Budget Structure

- Request amounts must follow budget parameters
  - Not to exceed 25% of budget if total operating expenses are \$249,000 or less
  - Not to exceed 20% of budget if total operating expenses are \$250,000 or more
- Applicants will submit the most recent board approved operating budget and previous fiscal year actuals
- Members who belong to parent organizations must submit budgets reflecting the cost to operate the clinic only
- **Exclude in-kind contributions**

# Budget Structure

- Award amounts will be capped to ensure equitable availability of funds
  - State Funds Grant: \$250,000
  - Dental Behavioral Grant: \$25,000
- **Shall not** include building construction or renovation projects, the purchase of vehicles, indirect costs, or membership dues

# Budget Structure: SFG Categories

- **Personnel:** Costs attributed to employees; either hourly or salary; administrative staff or healthcare providers
  - Healthcare, Dental, Mental Health, or Specialty Providers
  - Administrative, Development, or Program Support Staff
  - Fringe Benefits (e.g., Health Insurance, FICA, etc.)

*Consultants/contractors (1099 employees) fall under Programmatic Costs*

# Budget Structure: SFG Categories

- **Operational:** Overhead or administrative expenses necessary to operation
  - Building Services (e.g., rent, utilities, property maintenance)
  - Insurance (e.g., D&O)
  - Technology and Office Equipment (e.g., computers and accessories)
  - Financial Auditing
  - Other Strategic Needs

# Budget Structure: SFG Categories

- **Programmatic:** Costs attributed specifically to the execution of a project or program
  - Medical Equipment and Supplies
  - Consulting Services
  - Specialty Services (e.g., eyewear, labs, medication)
  - Patient Assistance Programs (e.g., transportation, DME, referrals)
  - Software and Programming (e.g., EMR, Donor Management)
  - Training and Professional Development
  - Social Services
  - Marketing and Communications
  - Volunteer Services
  - Other Direct Programming Needs

## Budget Structure: SFG Categories

- **Conference Award:** Costs associated with registering for the FAFCC Annual Conference
  - The requested number of attendees multiplied by the registration fee of \$375 per individual
  - This request can only be applied to the 2026 Annual Conference and you must register before June 30, 2026

## Budget Structure: DBG Categories

- **Dental Health Services:** include dental procedures such as routine checkups and cleanings, fillings, extractions, root canals, dentures, braces, and orthodontics
- **Behavioral Health Services:** encompasses a range of services that help patients with mental health and substance abuse disorders, including therapy, case management, and medication management

# Budget Structure: DBG Designations

- **Clinical Staffing:** Wages and fringe benefits paid to healthcare providers
  - Includes hourly, salaried, and contracted employees
  - NOT intended to include administrative staff such as Executive Director



# Budget Structure: DBG Designations

- **Clinical Programming:** costs directly related to the execution of a project or program
  - Medical Equipment and Supplies
  - Patient Assistance Programs
  - Technology and Software (Dentrix, EMR, etc.)
  - Specialty Services (e.g., labs, medications)
  - Training and Professional Development

# Budget Structure: DBG Designations

- **Service Expansion:** costs attributed to the increase of a clinic's capacity to provide care
  - May include the purchase and installation of medical equipment and the necessary infrastructure to operate that equipment (e.g., plumbing expense related to installation of dental chair)
  - Shall NOT include major building construction or renovation projects or the purchase of vehicles

## Budget Structure: CRM Licensing Fee

- To ensure quality reporting to DOH, FAFCC utilizes the Salesforce Grant Portal, with access for each applicant
- \$125 will be automatically applied to a grantees total award as an annual CRM licensing fee for Salesforce
  - Applies to each grant awarded

# Budget Structure: Reallocations

- Funds are awarded into budget categories based on availability of funds
- Grantees can reallocate funds between budget categories on a rolling basis from November 1, 2025 - June 1, 2026
  - Approval is required
  - All funds must be expended by **June 30, 2026**

# Budget Structure: Payments

- Payment Schedule:
  - 1st payment – 47% of total award (October 2025)
  - 2nd payment – 27% of total award (February 2025)
  - 3rd payment – 13% of total award (May 2025)
  - 4th payment – 13% of total award (September 2026)
- Electronic transfer of funds through Bill.com

# Application Process

- Deadline
  - State Funds Grant: **Thursday, August 7**
  - Dental Behavioral Health Expansion: **Tuesday, August 12**
- Application must be submitted via the Salesforce Grant Portal
  - A PDF copy of questions is available on the website for planning
- Required Attachments:
  - 501c3 Letter
  - Most Recent Board Approved Operating Budget
  - Actual Operating Expenses, Previous Fiscal Year
  - Audit, Review/Compilation, or IRS Form 990

# Review and Award Process

- Applications will be reviewed and scored by an external Grant Review Consortium
  - Each application is reviewed by 3 independent reviewers
- FAFCC staff will review, process and finalize the scored applications
- Award Letters and Grant Agreements will be issued to approved applicants through Dropbox
  - Sent September 17, **due September 24**

# Review and Award Process

- **Grantee Score Review Policy**
  - FAFCC will seek justification for scores deviating  $\geq 20\%$  from the average of the other two reviewers
  - A 4th review may be added, dropping the most extreme score
- **Transparency Policy**
  - FAFCC provides aggregate scores and general overview of the decision-making process; reviewers are anonymous
  - Grantees can request written summaries and feedback sessions

<https://www.fafcc.org/policies>



# Scoring Methodology

**1. Financial Planning and Accountability** – presents financial planning, accountability, and explanation of expenses **[20 points total]**

- ❑ **5 points** – Financial documents are provided, clear, and in a readable format (501c3 Letter, budget/actuals documents, Audit/Review/990)
- ❑ **5 points** – Requested amount does not exceed 20% of operating budget if expenses are \$250,000 or more, or 25% when expenses are \$249,999 or less
- ❑ **5 points** – Budget justifications are detailed, reasonable, and consistent with proposed activities
- ❑ **5 points** – Expenses are clearly listed/categorized and costs are reasonable/credible for the market

# Scoring Methodology

**2. Statement of community/organizational need** – demonstrates the significance of the proposal in supporting the applicant in fulfilling its mission over time and enhancing its ability to sustain operations into the future **[20 points total]**

- ☐ **5 points** – Clearly defines the community/patient population
- ☐ **5 points** – Identifies a specific problem or opportunity
- ☐ **5 points** – Successfully incorporates the theme of capacity building
- ☐ **5 points** – Includes short and long-term impact on the organization or community

# Scoring Methodology

**3. Activities/outputs, scope of work to be conducted** – details the steps necessary to achieve grant objectives **[20 points total]**

- ❑ **10 points** – Timeline shows progress by six months, nine months, and twelve months
- ❑ **5 points** – Clearly defines and describes activities to be undertaken
- ❑ **5 points** – Identifies potential risks of implementation and includes potential strategies to address barriers to success

# Scoring Methodology

**4. Expected Successes and Outcomes** – defines intended outcomes/goals to be accomplished **[20 points total]**

- ❑ **5 points** – Intended Outcomes presented are relevant to the scope of the work to be conducted
- ❑ **5 points** – Intended Outcomes are presented as SMART outcomes (Specific, Measurable, Attainable, Relevant, & Time-bound)
- ❑ **5 points** – Intended Outcomes either have an established baseline or will be able to initiate one upon implementation
- ❑ **5 points** – Incorporate elements critical to the evaluation of the project(s), including measurement tools, and performance tracking


# Scoring Methodology

## 5. Sustainability/credibility and qualification of the organization –

outlines the ability to sustain the proposed work beyond FAFCC funding, through the use of external resources and partnerships **[20 points total]**

- ❑ **10 points** – Presents a clear plan to sustain this project outside of FAFCC funds
- ❑ **5 points** – Leverages outside financial resources or in-kind services to accomplish grant objectives, such as private, public, and community support
- ❑ **5 points** – Relationships with community partners are outlined and demonstrate how they are critical to the success of the organization (this can include monetary and non-monetary supporters)

# Application Process - Salesforce Demo



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Kendall

Last Name

Test

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Email

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Affiliated Organization

24-25 Dental and Behavioral Health...

View

24-25 State Funds Grant Program

View

# Best Practices

- Successful proposals articulate how funding will build capacity and sustain operations long-term
- Outcomes should look beyond short-term activity
  - Organizational growth or improved efficiencies
  - Service expansion
  - Improved patient/health outcomes
- Providing measurable outcomes in the application, with baseline data, will lead to easier reporting
- Most importantly, refer to the rubric

# Program Reporting

- All narrative reports and expenditure documentation will be submitted through the Salesforce Grant Portal
  - First Progress Report due January 15, 2026  
(reporting period: July 1, 2025 – December 31, 2025)
  - Second Progress Report due April 15, 2026  
(reporting period: January 1, 2026 – March 31, 2026)
  - Third Progress Report due July 15, 2026  
(reporting period: April 1, 2026 – June 30, 2026)
- Annual Valuation Report will only be required at the end of the grant cycle – **July 15, 2025**



# Monitoring and Compliance

- Progress reports are a required part of quarterly deliverables to the Department of Health
- They also support advocacy efforts in maintaining our appropriation
- Compliance will be closely monitored and enforced
- A 24-hour grace period is given on deadlines and FAFCC will work with grantees to submit outstanding deliverables before additional action is taken, which may include:
  - Written notice attached to grantees performance for the duration of the grant cycle
  - A request for a monitoring call

# Important Dates

- ⇒ **July 18 – 31:** Strategy Sessions
- ⇒ **August 7:** SFG Application Deadline
- ⇒ **August 12:** DBG Application Deadline
- ⇒ **September 17:** Award Letters Sent
- ⇒ **September 24:** Signed Agreements Due
- ⇒ **September 30:** Grant Award Report to DOH

*Full timeline and calendar available at  
[www.fafcc.org/grant-programs](http://www.fafcc.org/grant-programs)*

# Questions

