

Application Review Memo

Literature SCP & GPS

TO: Literature SCP & GPS

FROM: Summer Callahan

DATE: 8/8/2022



Thank you for agreeing to serve as a grant review panelist. Your participation and public service are vital to the Division, and we are so appreciative of your desire and willingness to be a part of the panel process.

PANEL MEETING: Monday, September 26, 2022

TIME: 9:00 AM EST

Webinar

This Panel Notebook contains:

1. Panel Meeting Agenda
2. Application Listing
3. How to Access and Score Applications
4. 2023 – 2024 Scoring Rubric
5. About the Panelists
6. Map of Florida Counties
7. List of REDI Counties/Underserved Areas
8. Memorandum of Voting Conflict Form

Application Review

Please thoroughly review the guidelines and review criteria provided for you.

All of the applications are technically eligible; your scores will be based on thorough reading and review of each and how they meet the review criteria. Make sure you provide written comments. You are required to provide written comments for applications that you scored below the minimum eligible score of 80 points. You will be voicing your scores and making constructive comments at the meeting.

Scores and comments are due in the grant system on Monday, September 19, 2022

If you need any assistance or have questions regarding the application process, please don't hesitate to contact me at 850-245-6356 or Summer.Callahan@DOS.Myflorida.com.

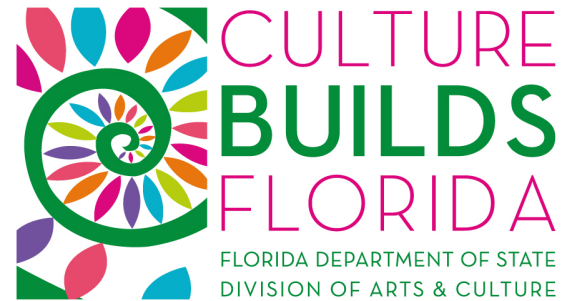
Literature SCP & GPS

Monday, September 26, 2022

9:00:00 AM - conclusion


Chair: Deborah Kynes

Program Manager: Summer Callahan



Panel Agenda

This panel will review the following application types that have applied for the grant period of **July 1, 2023 – June 30, 2024**.

 Literature SCP & GPS

To request accommodations or services, please contact the program manager at least 48 hours prior to the above stated schedule at 850-245-6356 or email Summer.Callahan@DOS.Myflorida.com.

You may also contact the Division by calling Florida Relay at 711.

- 1) Call to Order
- 2) Introduction of Panelists and Staff
- 3) Comments from the Chair
- 4) Preliminary scoring of applications
 - a) Applicants may provide a **brief** update on the application and respond to panelist questions.
Updates should only include **new** proposal information.
- 5) Public comment prior to consensus on scores
 - a) During public comment, anyone (including applicants) may speak about the applications under consideration. After public comment, panelists have an opportunity to adjust their scores before the final vote to accept all scores.
- 6) Panel Recommendations
- 7) General discussion from the panel (policies and procedures)
- 8) General Comments from the public
- 9) Closing remarks from the Chair
- 10) Adjournment

To join the webinar:

Please join my meeting from your computer, tablet or smartphone.

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If you would like to discuss accessibility accommodations, please contact the program manager.

For information on live captioning for this meeting, please visit Florida Telecommunications Relay's Florida Relay webpage (arrangements must be made at least 48 hours in advance). Florida Telecommunications Relay is not associated with the Department of State Division of Arts and Culture.

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Application List*

#	Application Number	Organization	County
SCP			
1	24.c.pr.110.340	Orange County Library Board of Trustees	Orange
2	24.c.pr.110.671	Bookleggers Library Inc.	Miami-Dade
3	24.c.pr.110.689	Hope at Hand, Inc.	Duval
4	24.c.pr.110.780	Southeast Review	Leon
GPS			
5	24.c.ps.110.188	Miami Book Fair Year Round	Miami-Dade
6	24.c.ps.110.478	Key West Literary Seminar, Inc.	Monroe
7	24.c.ps.110.505	Urban Think! Foundation Inc.	Orange
8	24.c.ps.110.735	O, Miami, Inc.	Miami-Dade

*Applications will be reviewed in Application List order

How to Access and Score Applications in the Online Grants System

1. Log in to your account at dosgrants.com. Hint – if you are having trouble accessing your account, try resetting the password on your account using your email address. From the panels dropdown menu, click on “my panels”



My Dashboard

My Current Applications

Application Number	Project Title	Program	Organization / User	Project Number	Status	Actions
20 c pr 180 466	34th International Hispanic Theatre Festival of Miami	Specific Cultural Project	Teatro Avante, Inc.		Eligible	View Activity Log
	Nguzo Saba Institute	Cultural Facilities	Guliah Geechee Group, Inc.		Preparing	Edit Activity Log
		Cultural Facilities	Guliah Geechee Group, Inc.		Preparing	Edit Activity Log

My Grants

Grant	Project Number	Organization Name	Program	Award Amount
18 c pr 142 310	18 5 142 310	Teatro Avante, Inc.	Specific Cultural Project	\$25,000.00

Associated Organization

Teatro Avante, Inc. [View](#)
 Guliah Geechee Group, Inc. [View](#)
 Acquis, Inc. [View](#)

Upcoming Events

DCA 2017-2018 Final Reports
 Final Reports for all Date(s): 7/30/2018 to 7/31/2018
 2017 - 2018 GPS/SCP grants are due July 30, 2018

DCA 2018-2019 Contracts Due
 Signed Contracts & Date(s): 7/15/2018 to 7/15/2018
 Substitute W-9 forms are due July 15, 2018

2. From the “My Panels” page, select “Review Applications” for your panel.



My Panels

Panel Name	Date	Time	Meeting Type	Chair	Actions
Multidisciplinary General Program Support Level 3	08/24/2018	09:00 AM	Webinar		Review Applications

3. Under the “Applications Review” tab, you can access the full list of applications. The applications will be reviewed in numerical order at the panel meeting. Click “Review Application” for each application to review.

Assigned Applications for Crawford Hillary					
Geographic Location of County	Application Number	Applicant	Title	Status	Actions
Palm Beach	20 c ps 114.159	Village of Wellington	Wellington Cultural Programs and Facilities Division	New	Review Application
Miami-Dade	20 c ps 114.166	Miami Design Preservation League, Inc.	General Program Support 2020	New	Review Application
Broward	20 c ps 114.176	Hollywood Art and Culture Center, Inc.	General Program Support 2020	New	Review Application
Miami-Dade	20 c ps 114.187	City of Homestead	Seminole Theatre	New	Review Application
Alachua	20 c ps 114.207	University of Florida	UF College of the Arts General Program Support 2020	New	Review Application
Miami-Dade	20 c ps 114.254	Village of Pinecrest	General Program Support 2020	New	Review Application
Lee	20 c ps 114.312	"Ding" Darling Wildlife Society, Inc.	General Program Support 2020	New	Review Application

4. From the review page of each application, you can access the application on the right side of the page, and the review form on the left side. If you prefer to print out the application, there is a print button at the top of the application on the right side.

The screenshot shows a web application interface for reviewing applications. It is divided into two main sections: a review form on the left and application details on the right. The review form includes dropdown menus for 'Excellence', 'Impact', 'Management', and 'Accessibility', a 'Total' score field, and a 'Comment' text area with a rich text editor. Below the comment area are buttons for 'Save', 'Cancel', and 'Go Back'. The application details section on the right is titled 'B. Contacts (Applicant Information) Page 2 of 10' and contains 'Applicant Information' and contact lists. Red arrows with numbers 1 through 6 point to specific elements: 1 points to the 'Excellence' dropdown, 2 points to the 'Comment' text area, 3 points to the 'Save' button, 4 points to the 'Applicant Information' section header, 5 points to the vertical scroll bar on the right, and 6 points to the 'Submit' button at the bottom left.

Public Panel Meeting Information Applications Review

Excellence

Impact

Management

Accessibility

Total

Comment

Format

☐ Please check this box to certify that you have independently reviewed the application in compliance with the Standards of Conduct for Public Officers and Employees of Agencies as set forth in section 112.313 Florida Statutes, and voting conflict of interest laws as set forth in sections 112.3143 and 286.012 Florida Statutes.

B. Contacts (Applicant Information) Page 2 of 10

Applicant Information

a. Organization Name: Ruth Eckerd Hall, Inc. [Link](#)

b. FEID: 59-1805028

c. Phone number: 727.791.7060

d. Principal Address: 1111 McMullen Booth Rd. Clearwater, 33759-3219

e. Mailing Address: 1111 McMullen Booth Rd. Clearwater, 33759-3219

f. Website: www.RuthEckerdHall.com

g. Organization Type: Nonprofit Organization

h. Organization Category: Other

i. County: Pinellas

j. DUNS number: 106049753

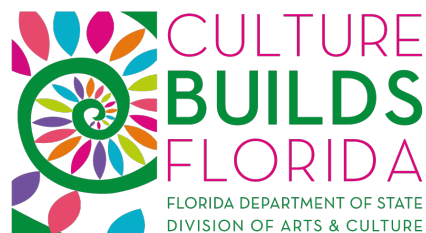
1. Grant Contact *

First Name	Last Name	Phone	Email
Darren	Rivera	727.712.2761	drivera@rutheckerdhal.net

2. Additional Contact *

First Name	Last Name	Phone	Email
Sharon	Red-Kane	727.712.2771	sredkane@rutheckerdhal.net

1. Enter your scores in each criteria
2. Enter comments here
3. You can save your scores and comments in the box if you would like to come back to the application later
4. Use the scroll bar to navigate through the review sheet
5. Use the scroll bar to navigate through the application
6. You must click the certification button and click submit in order to finalize your review.



Florida Division of Arts and Culture

Scoring Rubric for

General Program Support and Specific Cultural Project Applications

How to use this rubric

Grant panelists will receive a copy of the rubric as a part of their panelist training materials. The rubric will be employed to ensure as fair and unbiased a panel process as possible. The scoring mechanism defines each of the three criteria scored by panelists: Quality of Offerings, Impact and Track Record. Within each criterion, benchmark descriptions and corresponding point values are listed to serve as a guide in the scoring process.

Grant applicants can use the rubric as a guideline in completing their applications.

Overall consideration for the applications:

Value	Description	Score
Excellent	Strongly demonstrates public value of arts and culture. Merits investment of State of Florida funding.	92 – 100
Good	Satisfactorily demonstrates public value of arts and culture. Merits investment of State of Florida funding.	80 - 91
Fair	Does not sufficiently demonstrate public value of arts and culture. Does not merit investment of State of Florida funding.	61 -79
Weak	Makes an incomplete and/or inadequate case for the public value of arts and culture. Does not merit investment of State of Florida funding. Information is confusing, unclear and lacks specific details.	0 - 60

Quality of Offerings (Up to 35 Points)

Panelists will consider the following application information when evaluating an application for Quality of Offerings: Applicant Mission Statement, Applicant Goals/Objectives/Activities, Programming/Project Description, Partnerships and Collaborations and Required Attachments and Support Materials.

<i>Excellent 32 – 35 points</i>	<i>Good 28 – 31 points</i>	<i>Fair 21 – 27 points</i>	<i>Weak 0 – 20 points</i>
Mission statement clearly describes organization and programs/activities fully support the mission	Mission statement describes organization and programs/activities fully support the mission	Mission statement describes organization and programs/activities do not fully support the mission	Mission statement does not clearly describe organization and programs/activities do not fully support the mission
Identifies clear goals and fully measurable objectives and activities	Identifies clear goals and measurable objectives and activities	Identifies goals and limited measurable objectives and activities	Does not identify goals and very minimal objectives and activities
Clearly describes exemplary proposed programming/project and their relevance to the intended participants, audiences and communities	Clearly describes proposed programming/project and their relevance to the intended participants, audiences and communities	Describes proposed programming/project and their relevance to the intended participants, audiences and communities	Proposed programming/project and their relevance to the intended participants, audiences and communities are unclear
Extensive and clearly describes partnerships/collaborations	Clearly describes partnerships/collaborations	Limited partnerships/collaborations	Minimal and unclear partnerships/collaborations
Required Attachments and Support Materials clearly demonstrate exemplary programming	Required Attachments and Support Materials clearly demonstrate programming	Required Attachments and Support Materials demonstrate programming	Required Attachments and Support Materials are unclear
<i>Score:</i>			

Impact (Up to 35 Points)

Panelists will consider the following application information when evaluating an application for Impact: the number of proposed events, opportunities for public participation and counties served; location and reach of the programming/project; estimated number of individuals, youth, elders and artists benefiting; marketing/promotion/publicity plans and audience development/expansion; programming/project impact narrative; Diversity, Equity and Inclusion considerations; and physical as well as socioeconomic and geographic accessibility of facilities and programming/project.

<i>Excellent 32 – 35 points</i>	<i>Good 28 – 31 points</i>	<i>Fair 21 – 27 points</i>	<i>Weak 0 – 20 points</i>
Provides vital arts and cultural services to community or service area	Provides significant arts and cultural services to community or service area	Provides arts and cultural services to community or service area	Provides minimal arts and cultural services to community or service area
Provides compelling and specific information about extensive economic impact of programs / projects that relate to the organization's mission	Demonstrates significant economic impact of programs/projects that relate to the organization's mission	Describes limited economic impact of programs/projects that relate to the organization's mission	Describes very minimal economic impact of programs/projects or is not measurable
Extensive activities are proposed and are achievable within the grant period	Reasonable activities are proposed and are achievable within the grant period	Limited activities are proposed and/or concerns about the achievability within the grant period	Very minimal activities are proposed and/or serious concerns about the achievability within the grant period
Educational and outreach components fully serve the constituency and are appropriate for the program(s) or project(s)	Educational and outreach components serve the constituency and are appropriate for the program(s) or project(s)	Limited educational and outreach components serve the constituency and are minimally appropriate for the program(s) or project(s)	Very minimal educational and outreach components do not serve the constituency and are not appropriate for the program(s) or project(s)
Very appropriate and effective marketing/promotion/publicity and audience development/expansion efforts	Appropriate and effective marketing/promotion/publicity and audience development/expansion efforts	Limited and minimally effective marketing/promotion/publicity and audience development/expansion efforts	Very limited and minimally effective marketing/promotion/publicity and audience development/expansion efforts

Impact (continued)

<i>Excellent</i> <i>32 – 35 points</i>	<i>Good</i> <i>28 – 31 points</i>	<i>Fair</i> <i>21 – 27 points</i>	<i>Weak</i> <i>0 – 20 points</i>
Very appropriate number of individuals benefiting from the program/project	Appropriate number of individuals benefiting from the program/project	Minimal number of individuals benefiting from the program/project	Very minimal number of individuals benefiting from the program/project
Has a staff person responsible for compliance with Section 504 of the Rehabilitation Act, Americans with Disabilities Act and Florida Statutes 553	Has a staff person responsible for compliance with Section 504 of the Rehabilitation Act, Americans with Disabilities Act and Florida Statutes 553	Has a staff person responsible for compliance with Section 504 of the Rehabilitation Act, Americans with Disabilities Act and Florida Statutes 553	Does not have a staff person responsible for compliance with Section 504 of the Rehabilitation Act, Americans with Disabilities Act and Florida Statutes 553
Has completed the Section 504 Self Evaluation Workbook from the NEA in the last 2 years or for 1 st time self-evaluations the Abbreviated Accessibility Checklist	Has completed the Section 504 Self Evaluation Workbook from the NEA or the Abbreviated Accessibility Checklist in the last 5 years	Has completed the Section 504 Self Evaluation Workbook from the NEA or the Abbreviated Accessibility Checklist in the last 6 or more years	Has never completed the Section 504 Self Evaluation Workbook from the NEA or the Abbreviated Accessibility Checklist
Has policy, procedures and complaint processes that address non-discrimination	Has policy, procedures and complaint processes that address non-discrimination	Has policy, procedures and complaint processes that address non-discrimination	Does not have policy, procedures and complaint processes that address non-discrimination
Organization's programming, facilities, related materials and communications are fully accessible and consider issues of Diversity, Equity and Inclusion	Some of the organization's programming, facilities, related materials and communications are accessible and consider issues of Diversity, Equity and Inclusion. Plans are made to continue to improve accessibility.	Plans are made for making programming, facilities, related materials and communications accessible and consider issues of Diversity, Equity and Inclusion	No effort is made towards making programming, facilities, related materials and communications accessible and does not consider issues of Diversity, Equity and Inclusion

Track Record (Up to 30 points)

Panelists will consider the following application information when evaluating an application for Track Record: the applicant's reporting history and current compliance, Operating and Programming/Project Budget; Programming/Project Evaluation Plan; and Fiscal Condition and Sustainability.

Excellent 28 – 30 points	Good 24 – 27 points	Fair 19 – 23 points	Weak 0 – 18 points
Very confident in the organization's fiscal stability and ability to carry out the proposed activities given the operating budget, grant proposal budget and fiscal information	Very minimal concerns about the organization's fiscal stability and ability to carry out the proposed activities given the operating budget, grant proposal budget and fiscal information	Concerns about the organization's fiscal stability and ability to carry out the proposed activities given the operating budget, grant proposal budget and fiscal information	Multiple concerns about the organization's fiscal stability and ability to carry out the proposed activities given the operating budget, grant proposal budget and fiscal information
Exemplary reporting history and current compliance	Very minimal concerns about the applicant's reporting history and current compliance	Concerns about the applicant's reporting history and current compliance	Multiple concerns about the applicant's reporting history and current compliance
Evaluation methods are well-defined, clear and fully measurable and are utilized to improve programming/project	Measurable evaluation methods are utilized to improve programming/project	Evaluation methods are not fully measurable and only minimally utilized to improve programming/project	Evaluation methods are not clear and/or measurable and do not help the organization improve programming/project
Very confident in the ability of the applicant to carry out the programming/project during the grant period and sustain it after the grant period	Very minimal concerns about the ability of the applicant to carry out the programming/project during the grant period and sustain it after the grant period	Concerns about the ability of the applicant to carry out the programming/project during the grant period and sustain it after the grant period	Multiple concerns about the ability of the applicant to carry out the programming/project during the grant period and sustain it after the grant period
Score:			

Literature

SCP & GPS

Panelist Bios



Joe Davich

- Executive Director of the Georgia Center for the Book
- Develops programs that promote literacy and the literary arts, support libraries, and preserve the literary heritage of Georgia
- Has worked in the book industry since 1992 for Borders/Waldenbooks in West Virginia, and Chapter 11 Bookstores in Atlanta, Georgia.

Andrew Furman **Palm Beach County**

- Professor of English, Florida Atlantic University, Boca Raton, Florida
- Author of several books, most recently the novels *Jewfish* (2020) and *Goldens Are Here* (2018), and the memoir, *Bitten* (2014)
- PhD and MA, The Pennsylvania State University

Anna Lillios **Orange County**

- Professor of English, University of Central Florida, Orlando, Florida
- Author of *The Literary Friendship of Zora Neale Hurston and Marjorie Kinnan Rawlings* (medalist, Florida Book Award, 2011)
- Editor of *The Marjorie Kinnan Rawlings Journal of Florida Literature*
- Director of The Zora Neale Hurston Electronic Archive
- Director, UCF World Writers Series (1986-97)
- Member, Academics Committee, Town of Eatonville's Zora Neale Hurston Festival for the Arts and Humanities

Angela Patane **Lee County**

- Chair of the Board of Directors, Love Your Rebellion, Fort Myers, Florida
- Author of the poetry collection *Speaking with My Second Mouth*
- M.F.A., Writing, Goddard College

Trish Riley
Alachua County

- Founding Director, Cinema Verde Environmental Film and Arts Channel and Festival; Publisher, www.GoGreenNation.org, an environmental news resource to help build sustainable communities, Gainesville
- Environmental journalist and author of *The Complete Idiot's Guide to Greening Your Business*; *The Complete Idiot's Guide to Green Living*; and *Palm Beach, Fort Lauderdale, Miami & the Florida Keys: A Complete Guide*
- Past board member, American Society of Journalists and Authors, member of the Society of Environmental Journalists, and honorary member of Golden Key International Honour Society

Jan Rodusky
Palm Beach County

- Founder and Principal, Venn There Grants Consulting, LLC, Royal Palm Beach
- 25+ years as a Grant Professional in writing, managing, and awarding grants
- Chief Grants Officer, Cultural Council of Palm Beach County, 10 years
- Vice President of Grant Programs, Palm Healthcare Foundation, 9 years
- Director of Grants for nonprofits in South Florida, 9 years
- Administered over \$50 million in grants to 300+ organizations
- Raised over \$28 million to support arts, & culture, healthcare, and education
- Serves as a Councilwoman in the Village of Royal Palm Beach since 2016

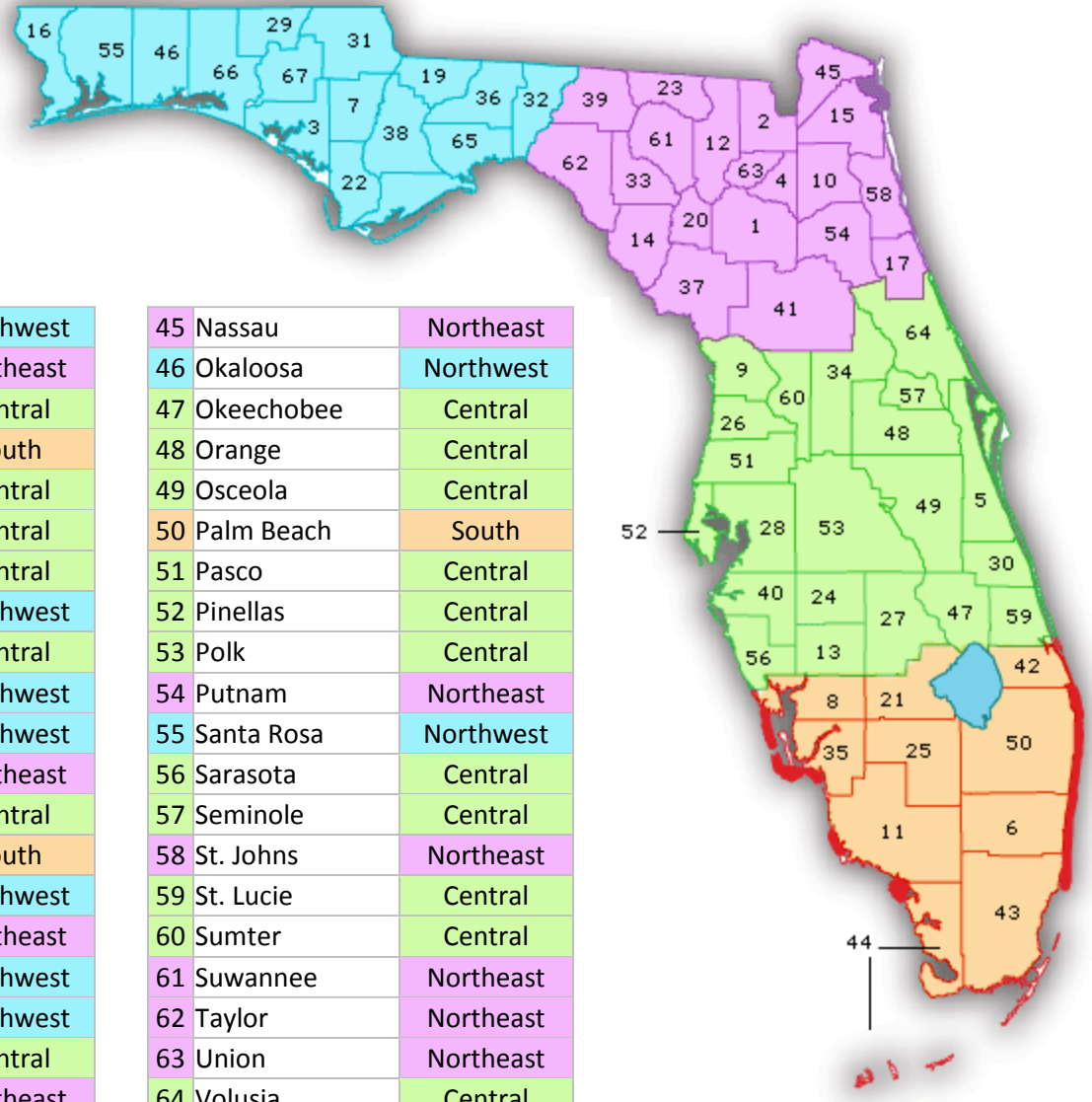
Virgil Suarez
Leon County

- Professor, Creative Writing, Florida State University, Tallahassee, Florida
- Published *The Painted Bunting's Last Molt* (University of Pittsburgh Press, 2020)
- Author of over twenty books, among them several novels, story and poetry collections, edited anthologies, and numerous stories, translations, essays, and poems.
- Conducted readings, workshops, and lectures in many universities, colleges, schools, book fairs, libraries, prisons, and community groups nationally and internationally.
- M.F.A., Creative Writing, Louisiana State University

Mira Tanna
Orange County

- Grants Manager for the City of Orlando, 2018 to present
- Worked in Central Florida libraries for 5 years and with Washington University's International Writers Center for 4 years where I planned literary readings, writing workshops and literary conferences
- B.A. from Washington University in St. Louis in Russian Language & Literature
- Fun Fact: named after the 16th-century Hindu mystic poet Mirabai

Florida Counties



Alphabetical List of Florida Counties

Id	County	Region
1	Alachua	Northeast
2	Baker	Northeast
3	Bay	Northwest
4	Bradford	Northeast
5	Brevard	Central
6	Broward	South
7	Calhoun	Northwest
8	Charlotte	South
9	Citrus	Central
10	Clay	Northeast
11	Collier	South
12	Columbia	Northeast
13	DeSoto	Central
14	Dixie	Northeast
15	Duval	Northeast
16	Escambia	Northwest
17	Flagler	Northeast
18	Franklin	Northwest
19	Gadsden	Northwest
20	Gilchrist	Northeast
21	Glades	South

22	Gulf	Northwest
23	Hamilton	Northeast
24	Hardee	Central
25	Hendry	South
26	Hernando	Central
27	Highlands	Central
28	Hillsborough	Central
29	Holmes	Northwest
30	Indian River	Central
31	Jackson	Northwest
32	Jefferson	Northwest
33	Lafayette	Northeast
34	Lake	Central
35	Lee	South
36	Leon	Northwest
37	Levy	Northeast
38	Liberty	Northwest
39	Madison	Northwest
40	Manatee	Central
41	Marion	Northeast
42	Martin	Central
43	Miami-Dade	South
44	Monroe	South

45	Nassau	Northeast
46	Okaloosa	Northwest
47	Okeechobee	Central
48	Orange	Central
49	Osceola	Central
50	Palm Beach	South
51	Pasco	Central
52	Pinellas	Central
53	Polk	Central
54	Putnam	Northeast
55	Santa Rosa	Northwest
56	Sarasota	Central
57	Seminole	Central
58	St. Johns	Northeast
59	St. Lucie	Central
60	Sumter	Central
61	Suwannee	Northeast
62	Taylor	Northeast
63	Union	Northeast
64	Volusia	Central
65	Wakulla	Northwest
66	Walton	Northwest
67	Washington	Northwest

Rural Economic Development Initiative (REDI) Eligible Counties and Communities

The counties and communities listed below qualify for assistance from REDI agencies and organizations as defined in s. 288.0656(6)(b).

A county or community may request a Waiver or Reduction of Match, for grant programs, in writing by using the appropriate form supplied by the awarding agency. Completed forms must be submitted to the awarding agency, or district office of the awarding agency, for review and approval.

Rural Areas of Opportunity (RAO – previously referred to as RACEC)

Per s. 288.0656(7)(a), F. S., REDI may recommend to the Governor up to three rural areas of opportunity. The Governor may by executive order designate up to three Rural Areas of Opportunity (RAO). Rural Areas of Opportunity (RAO) are priority assignments for REDI. All state agencies and departments shall use all available tools and resources to the extent permissible by law to promote the creation and development of each catalyst project and the development of catalyst sites.

The following counties and communities are designated as Rural Areas of Opportunity.

- **Northwest Rural Areas of Opportunity** – re-designated by Executive Order 15-133
 - All communities within Calhoun, Franklin, Gadsden, Gulf, Holmes, Jackson, Liberty, Wakulla, Washington, **and** the area north of the Choctawhatchee Bay and intercoastal waterway in Walton County, is designated as a Rural Area of Opportunity including the City of Freeport, DeFuniak Springs, and Paxton.
- **South Central Rural Areas of Opportunity** – re-designated by Executive Order 16-150
 - All communities within, DeSoto, Glades, Hardee, Hendry, Highlands, and Okeechobee Counties, **and** the Cities of Pahokee, Belle Glade, and South Bay (Palm Beach County), and Immokalee (Collier County).
- **North Central Rural Areas of Opportunity** – re-designated by Executive Order 18-158
 - All communities within, Baker, Bradford, Columbia, Dixie, Gilchrist, Hamilton, Jefferson, Lafayette, Levy, Madison, Putnam, Suwannee, Taylor and Union.

Note: During the 2014 Legislative Session HB 7023, approved by Governor Scott on 6/20/14, renamed “Rural Areas of Critical Economic Concern” to “Rural Areas of Opportunity.” The change went into effect 7/1/2014. Rural Area of Opportunity designation only applies to the counties and communities as noted above.

Economically Distressed Rural Counties

“Economically distressed” counties with a population of 75,000 or less, or an “economically distressed” county with a population of 125,000 or less which is contiguous to a county with a population of 75,000 or less.

Qualified counties:

Baker, Bradford, Calhoun, Columbia, DeSoto, Dixie, Flagler, Franklin, Gadsden, Gilchrist, Glades, Gulf, Hamilton, Hardee, Hendry, Highlands, Holmes, Jackson, Jefferson, Lafayette, Levy, Liberty, Madison, Nassau, Okeechobee, Putnam, Suwannee, Taylor, Union, Wakulla, Washington and Walton.

Designated Rural Communities Located in an Urban County:

A “community” not located in a designated rural county must meet **all** the following criteria to be eligible for a waiver or reduction of match:

- 1) Have an **employment base** focused on traditional agriculture or a resource-based industry (**Please Note:** land designated as agriculture does not qualify) **AND**
- 2) Be an unincorporated federal enterprise community **OR** an incorporated rural city with a population of 25,000 or fewer; **AND**
- 3) Be located in a county not defined as rural.

Upon verification of the top three qualifiers, communities must:

- 4) Have at least three or more of the economic distress factors identified in paragraph (c) and verified by the department.

The following communities meet the criteria as stated above and are designated as “rural” communities under s. 288.0656(2) (e) 4, F.S. ***Designation for the following communities expires on the corresponding dates shown below:***

Cities/Towns (County):	Expiration Date:	Expiration Date:	Expiration Date:
Astatula (Lake)	May 25, 2020	Jay (Santa Rosa)	November 27, 2019
Center Hill (Sumter)	January 31, 2019	Mascotte (Lake)	April 5, 2019
Dundee (Polk)	March 21, 2019	Pierson (Volusia)	July 24, 2019
Fellsmere (Indian River)	March 10, 2019	Umatilla (Lake)	December 16, 2019
Fort Meade (Polk)	February 9, 2020	Webster (Sumter)	May 25, 2020
Frostproof (Polk)	May 15, 2020		
Haines City (Polk)	May 15, 2020		
Hawthorne (Alachua)	July 28, 2019		

FORM 8A MEMORANDUM OF VOTING CONFLICT FOR STATE OFFICERS

LAST NAME—FIRST NAME—MIDDLE NAME	NAME OF BOARD, COUNCIL, COMMISSION, AUTHORITY, OR COMMITTEE
MAILING ADDRESS	NAME OF STATE AGENCY
CITY COUNTY	MY POSITION IS: <input type="checkbox"/> ELECTIVE <input type="checkbox"/> APPOINTIVE
DATE ON WHICH VOTE OCCURRED	

WHO MUST FILE FORM 8A

This form is for use by any person serving at the State level of government on an appointed or elected board, council, commission, authority, committee, or as a member of the Legislature. It applies to members of advisory and non-advisory bodies who are presented with a voting conflict of interest under Section 112.3143, Florida Statutes.

Your responsibilities under the law when faced with voting on a measure in which you have a conflict of interest will vary greatly depending on whether you hold an elective or appointive position. For this reason, please pay close attention to the instructions on this form before completing and filing the form.

INSTRUCTIONS FOR COMPLIANCE WITH SECTION 112.3143, FLORIDA STATUTES

ELECTED OFFICERS:

As a person holding elective state office, you may not vote on a matter that you know would inure to your special private gain or loss. However, you may vote on other matters, including measures that would inure to the special private gain or loss of a principal by whom you are retained (including the parent or subsidiary or sibling organization of a principal by which you are retained); to the special private gain or loss of a relative; or to the special private gain or loss of a business associate. If you vote on such a measure or if you abstain from voting on a measure that would affect you, you must make every reasonable effort to disclose the nature of your interest as a public record in a memorandum filed with the person responsible for recording the minutes of the meeting, who shall incorporate the memorandum in the minutes. If it is not possible for you to file a memorandum before the vote, the memorandum must be filed with the person responsible for recording the minutes of the meeting no later than 15 days after the vote.

For purposes of this law, a "relative" includes only your father, mother, son, daughter, husband, wife, brother, sister, father-in-law, mother-in-law, son-in-law, and daughter-in-law. A "business associate" means any person or entity engaged in or carrying on a business enterprise with you as a partner, joint venturer, coowner of property, or corporate shareholder (where the shares of the corporation are not listed on any national or regional stock exchange).

A member of the Legislature may satisfy the disclosure requirements of this section by filing a disclosure form created pursuant to the rules of the member's respective house if the member discloses the information required by this subsection, or by use of Form 8A.

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APPOINTED OFFICERS:

As a person holding appointive state office, you are subject to the abstention and disclosure requirements stated above for Elected Officers. You also must disclose the nature of the conflict before voting or before making any attempt to influence the decision by oral or written communication, whether made by you or at your direction.

For purposes of this law, a "relative" includes only your father, mother, son, daughter, husband, wife, brother, sister, father-in-law, mother-in-law, son-in-law, and daughter-in-law. A "business associate" means any person or entity engaged in or carrying on a business enterprise with you as a partner, joint venturer, coowner of property, or corporate shareholder (where the shares of the corporation are not listed on any national or regional stock exchange).

IF YOU INTEND TO MAKE ANY ATTEMPT TO INFLUENCE THE DECISION PRIOR TO THE MEETING AT WHICH THE VOTE WILL BE TAKEN:

- You must complete and file this form (before making any attempt to influence the decision) with the person responsible for recording the minutes of the meeting, who will incorporate the form in the minutes.
- A copy of the form must be provided immediately to the other members of the agency.
- The form must be read publicly at the next meeting after the form is filed.

IF YOU MAKE NO ATTEMPT TO INFLUENCE THE DECISION EXCEPT BY DISCUSSION OR VOTE AT THE MEETING:

- You must disclose orally the nature of your conflict in the measure before participating.
- You must complete the form and file it within 15 days after the vote occurs with the person responsible for recording the minutes of the meeting, who must incorporate the form in the minutes. A copy of the form must be provided immediately to the other members of the agency, and the form must be read publicly at the next meeting after the form is filed.

DISCLOSURE OF STATE OFFICER'S INTEREST

I, _____, hereby disclose that on _____, 20 ____ :

(a) A measure came or will come before my agency which (check one or more)

- ☐ inured to my special private gain or loss;
- ☐ inured to the special gain or loss of my business associate, _____ ;
- ☐ inured to the special gain or loss of my relative, _____ ;
- ☐ inured to the special gain or loss of _____, by
whom I am retained; or
- ☐ inured to the special gain or loss of _____, which
is the parent, subsidiary, or sibling organization of a principal which has retained me.

(b) The measure before my agency and the nature of my conflicting interest in the measure is as follows:

If disclosure of specific information would violate confidentiality or privilege pursuant to law or rules governing attorneys, a public officer, who is also an attorney, may comply with the disclosure requirements of this section by disclosing the nature of the interest in such a way as to provide the public with notice of the conflict.

Date Filed

Signature

NOTICE: UNDER PROVISIONS OF FLORIDA STATUTES §112.317, A FAILURE TO MAKE ANY REQUIRED DISCLOSURE CONSTITUTES GROUNDS FOR AND MAY BE PUNISHED BY ONE OR MORE OF THE FOLLOWING: IMPEACHMENT, REMOVAL OR SUSPENSION FROM OFFICE OR EMPLOYMENT, DEMOTION, REDUCTION IN SALARY, REPRIMAND, OR A CIVIL PENALTY NOT TO EXCEED \$10,000.