



The Florida Senate

Local Funding Initiative Request

Fiscal Year 2023-2024

LFIR # 1626

1. Project Title

2. Senate Sponsor

3. Date of Request

4. Project/Program Description

STEPS for Success is a voluntary self-sufficiency program designed to assist individuals in becoming economically stable. This is done by providing support to three (3) basic tenants that support financial stability; Housing, Education, and Employment/Income. STEPS serves 200 low-income residents within Hillsborough County, who demonstrate the desire and motivation to improve their current situation and utilizes a case management model to link individuals to community resources. An Individual Goal Plan is created for with each individual/family to ensure that clients are included in the creation and success of achieving all of their goals. Completion of the program helps families stabilize, secure better employment, find safe and affordable homes and earn a more competitive wage that results in more disposable income. There is a low participant cost of approximately \$2500 per individual/family per year.

5. State Agency to receive requested funds

State Agency contacted?

6. Amount of the Nonrecurring Request for Fiscal Year 2023-2024

Type of Funding	Amount
Operations	402,750
Fixed Capital Outlay	0
Total State Funds Requested	402,750

7. Total Project Cost for Fiscal Year 2023-2024 (including matching funds available for this project)

Type of Funding	Amount	Percentage
Total State Funds Requested (from question #6)	402,750	57%
Matching Funds		
Federal	0	0%
State (excluding the amount of this request)	0	0%
Local	300,000	43%
Other	0	0%
Total Project Costs for Fiscal Year 2023-2024	702,750	100%

8. Has this project previously received state funding?

Fiscal Year (yyyy-yy)	Amount		Specific Appropriation #	Vetoed
	Recurring	Nonrecurring		

9. Is future funding likely to be requested?

a. If yes, indicate nonrecurring amount per year.

b. Describe the source of funding that can be used in lieu of state funding.

10. Has the entity requesting this project received any federal assistance related to the COVID-19 pandemic?



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Yes

If yes, indicate the amount of funds received and what the funds were used for.

The amount was \$560,000 from PPP II and it was used on safety equipment and general operations/support.

Complete questions 11 and 12 for Fixed Capital Outlay Projects

11. Status of Construction

a. What is the current phase of the project?

☐ Planning ☐ Design ☐ Construction

b. Is the project "shovel ready" (i.e permitted)?

c. What is the estimated start date of construction?

d. What is the estimated completion date of construction?

12. List the owners of the facility to receive, directly or indirectly, any fixed capital outlay funding. Include the relationship between the owners of the facility and the entity.

13. Details on how the requested state funds will be expended

Spending Category	Description	Amount
Administrative Costs:		
Executive Director/Project Head Salary and Benefits	Chief Executive Officer, Chief Operations Officer, and Chief Financial Officer	65,149
Other Salary and Benefits	HR Generalist, Brand and Marketing Manager, Accounting Associate, Social Media Associate	21,500
Expense/Equipment/Travel/Supplies/Other		0
Consultants/Contracted Services/Study		0
Operational Costs: Other		
Salary and Benefits	Director of Programs, STEPS Program Manager, Navigators HR/payroll staff	229,451
Expense/Equipment/Travel/Supplies/Other	Program materials, supplies, travel, copier, supportive funds for clients, data storage and hardware for client database, marketing materials, and cell phones.	86,150
Consultants/Contracted Services/Study	Translation of documents.	500
Fixed Capital Construction/Major Renovation:		
Construction/Renovation/Land/Planning Engineering		0
Total State Funds Requested (must equal total from question #6)		402,750

14. Program Performance

a. What specific purpose or goal will be achieved by the funds requested?



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The funds will be used to support the implementation of the STEPS for Success self-sufficiency program. The funds will support salaries and costs to implement the program. The goal of the program is to provide one on one individualized supportive and wrap around services to help individuals and families rise above their circumstances and obtain better housing, training, education, and employment.

b. What activities and services will be provided to meet the intended purpose of these funds?

STEPS for Success is focused in immediate, basic needs including but not limited to housing, food, transportation, medical, utility bill assistance, employment referrals, and support with achieving a minimum of one goal. During the period of time the navigator will provide support, to the individual/family, maintain consistent contact until the goal is achieved. Full time Navigator will carry a case load up to 20-25 at one time. A total of 200 individuals will be served annually. It is anticipated that 4-5 Full Time Navigators would be hired and provide services to 200 cumulative individuals.

c. What direct services will be provided to citizens by the appropriation project?

Participants enrolled in STEPS for Success will be provided individualized services that they specifically need. This includes but is not limited to housing, food, transportation, medical, utility bill assistance, employment and training referrals and achieve a minimum of one goal.

d. Who is the target population served by this project? How many individuals are expected to be served?

200 Individuals/Families will be served. The target population is any individual /family that is in crisis and has the desire to improve their circumstances. University Area CDC primarily serves the Hillsborough County area.

e. What is the expected benefit or outcome of this project? What is the methodology by which this outcome will be measured?

The expected outcome for individuals/families at completion of the program, is that they have obtained or sustained a safe affordable home, obtained a better job, achieved an educational goal and/or increased his/her income. This is measured by completion on the individualized goal plan and an increase in scores on the Arizona Self-Sufficiency Matrix.

f. What are the suggested penalties that the contracting agency may consider in addition to its standard penalties for failing to meet deliverables or performance measures provided for the contract?

If STEPS for Success does not meet the deliverables, the funder imposes a corrective action plan in which agencies work on their improvements within an allotted time frame. These improvements are documented and regularly reviewed by staff. Once the action plan is complete, there is a final review to determine if all corrective goals and deliverables were met. If not, penalties persist including a possible reduction of funds or termination of contract.

15. Requester Contact Information

a. First Name Last Name
b. Organization
c. E-mail Address
d. Phone Number Ext.

16. Recipient Contact Information

a. Organization
b. Municipality and County
c. Organization Type
☐ For Profit Entity
☒ Non Profit 501(c)(3)



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- ☐ Non Profit 501(c)(4)
- ☐ Local Entity
- ☐ University or College
- ☐ Other (please specify)

d. First Name **Last Name**

e. E-mail Address

f. Phone Number

17. Lobbyist Contact Information

a. Name

b. Firm Name

c. E-mail Address

d. Phone Number