

HHS Independent Agency Funding Program Application Timeline

Fiscal Year 2025 (October 1, 2024-September 30, 2025)

February 2024

Thursday, February 1, 2024 HHSAC General Meeting – Timeline **DRAFT** discussion

March 2024

Thursday, March 21, 2024 HHSAC Executive Meeting – Review draft Timeline; Discuss/Review Solicitation/Application

April 2024

Thursday, April 4, 2024 HHSAC General Meeting – Finalize Timeline; Approve Application and posting of Application to webpage on Monday, April 22

Thursday, April 18, 2024 HHSAC Executive Meeting

Monday, April 22, 2024 **Application instructions and link to access application posted on HHS website ([Health & Human Services - St. Johns County \(sjcfl.us\)](https://www.sjcfl.us/Health-Human-Services)). Applicants must set up an eCivis profile/account to apply.**

***Communication Plan activated**

***Blackout period begins. Application questions must be sent to ktanner@sjcfl.us.**

Blackout period ends when contracts are executed

May 2024

Friday, May 17, 2024 Deadline for Funding Application questions

Monday, May 20, 2024 Application Questions and Answers posted to HHS website

Friday, May 31, 2024 **Applications Due in eCivis Portal**

June 2024

Thursday, June 6, 2024 HHSAC General Meeting

Thursday, June 20, 2024 HHSAC Executive Meeting

Friday, June 21, 2024 Scoring of Applications Completed

July 2024

Thursday, July 4, 2024 Independence Day Holiday

Thursday, July 11, 2024 HHSAC General Meeting

Thursday, July 18, 2024 HHSAC Executive Meeting

August 2024

Thursday, August 1, 2024 HHSAC General Meeting – Preliminary scores announced

Thursday, August 15, 2024 HHSAC Executive Meeting – HHS Staff presents funding recommendations to Council; Council votes to approve as recommended or request changes

Friday, August 16, 2024 Notify agencies of awards – pending BCC approval

September 2024

Thursday, September 5, 2024 HHSAC General Meeting – Finalize funding recommendation letter to BCC

Monday, September 9, 2024 Agenda Manager Deadline for Funding Recommendation to go before BCC on 10/1/24

October 2022

Tuesday, October 1, 2024 Present Funding Recommendations and contract templates to BCC