LOI Form

LOI

If you would like to complete this Letter of Intent in Word first and copy your answers over later, use the following link: Download LOI

The rubric that will be used to score your Letter of Intent can be found here: Download LOI Rubric

Please pay attention to character limits while working on your draft. These limits include spaces.

Organization Name*

Directions for Mental Health Inc., DBA Directions for Living

Project Name*

Create a brief name for this large capital project. This is how it will appear throughout the PCF grant portal. New Flooring

EIN* 59-2092715

Incorporation Year*

What year did your organization incorporate? This will be the year listed on your determination letter from the Internal Revenue Service.

1982

Organizational Mission Statement*

What is your organization's mission statement? This should be no longer than one or two sentences.

Our mission is to be a welcoming and compassionate provider, advocate, and partner to children, adults, and families in need of integrated healthcare, social support, safety, and hope for the future.

Unique Entity ID (SAM)

Please provide your organization's Unique Entity ID number. This is a specific number used by the federal government to identify your organization. This is different from a DUNS number, which the federal government no longer uses.

If you do not have a Unique Entity ID number, you can create an account on SAM.gov and apply for one here (it is free and may take 3-4 days for approval): https://sam.gov/content/home

This field is optional as to not stop a qualifying organization from applying. HOWEVER, a Unique Entity ID number will be required if your organization is approved for a grant. Your organization should apply for a number now if it does not yet have one.

Character Limit: 12 U6V8RKNFQBP4

Annual Operating Budget Size*

Please provide the amount of your annual operating budget (expenditures only) for your entire organization. \$23,691,316.00

Amount Requested*

The maximum grant amount is \$5 million. You may request up to 5% for grant administration, project management, and other indirect costs. Please be sure your indirect cost rate is represented in the figure you put below.

Note: You will be required to upload a more detailed budget if you are approved for the full application stage. You will need to also attach any bids, estimates, and agreements with contractors or other vendors in relation to the proposed project.

\$240,100.00

Does the total project cost exceed the amount your organization is requesting?*

Please note: Answering "Yes" will cause additional questions to load later in this application.

Examples

ABC Childcare is seeking funding for a new playground. ABC Childcare is asking PCF to fund \$150,000 for certain equipment, and will seek other funding and donations for the remaining \$20,000 of the playground. ABC Childcare would select "Yes" for this question.

Better Tomorrow, a mental health provider, is looking to expand their counseling center by two rooms to meet increased service demand arising from the pandemic. Better Tomorrow has secured \$25,000 in private contributions, and wants to request the remaining \$125,000 in this grant. Better Tomorrow would select "Yes" for this question.

DBE Food Pantry is seeking funding for a new HVAC unit for their pantry, and is requesting \$40,000 from PCF to cover the entire cost. DBE Food Pantry would select "No" for this question.

No

Parent Non-Profit/Subsidiaries*

If your organization has a parent non-profit that has multiple subsidiaries, will multiple subsidiaries be applying in this process?

Example

Better Tomorrow is the parent non-profit of three organizations. Two of those organizations want to apply in this process. Both would select "Yes" on this question.

No

Request Specifics

Organization Programming Background*

Please describe the programming your organization offers to the community and the length of time it has been doing so. That is, what does your organization **do** and **how long** has it been doing it?

Directions for Living (DFL) has a rich history of healing and preventing trauma in our community due to homelessness, mental illness, and addiction. For the last 40 years, DFL has served local residents of all ages by providing crucial research-supported and evidence-based behavioral health services to thousands of adults, children, and families annually. DFL provides critical medical (i.e., psychiatric, medication management, counseling, substance misuse) and clinical (i.e., adult and child case management) services and is dedicated to making behavioral health care accessible and affordable for all. Many clients who need the above-mentioned services and supports are at or below the Federal Poverty Line, struggle with housing stability or homelessness, and are under insured or without insurance.

For 34 years, DFL has been serving people who are homeless through a variety of services that make up a mini continuum of care including: 1) homeless intensive case management and care coordination services, 2) prevention and diversion services, 3) rapid rehousing, and 4) housing-focused outreach (Housing First) to individuals, aged adults, chronically homeless due to severe or persistent mental illness, adults with dependent children, and young adults who have aged-out of the child welfare system. DFL's Homeless Street Outreach teams provide jurisdictional, targeted, and dispatchable outreach across the county and are responsible for successfully engaging hard-to-reach residents living without homes with needed life-saving resources and linking them with community supports and services. DFL serves some of the most vulnerable individuals and ensures they receive the care they need to live safely and securely in their community by targeting immediate stabilization and facilitating self-sufficiency.

Community Need*

Please describe the community need that exists for your programming. If you are able to cite quantitative, local data, that will strengthen your proposal.

Pinellas County, Florida, Directions for Living's (DFL) service area, has a total estimated population of 956,615 (US Census). Pinellas County has one of the highest rates of death by suicide, Baker Acts, and homelessness in the state of Florida. In 2020, 175 Pinellas County residents died by suicide. This rate does not account for the more than 1,120 youth and adults who experienced non-fatal intentional self-harm injuries. In 2020, Pinellas County reported that 32,348 adults experienced a serious mental illness and 11,523 individuals were hospitalized due to mental and behavioral health disorders. There was an increase in need for behavioral health services in Pinellas County during the pandemic due to the rise in the number of adults living with a severe or persistent mental illness, an increase in drug overdoses, and an increase Naloxone

administration. In 2021, there were 21,141 people experiencing some form of homelessness and many more living housing unstable in this community (Florida Department of Health). Pinellas County had one of the highest number of people experiencing homelessness of any county, with an estimated number of 2,307 individuals living homeless in 2021.

Pinellas County has a large underserved and low-income population. Pinellas County has an 11.4 percent poverty rate with a \$54,090 median household income. While local unemployment rates have improved, 4.40 percent or more than 42,000 residents are still unemployed as of July 2021. Most of DFL's clients are at or below the Federal Poverty Line, they struggle with housing instability or are homeless, and are uninsured or underinsured. 15.4 percent of Pinellas County residents under the age of 65 are uninsured (US Census). Florida is not a Medicaid expansion state, which adds an additional layer of strain for service delivery and contributes to the high rate of individuals who are uninsured, thus increasing barriers to access and affordability.

Negative Economic Impact*

The following question is the keystone of a strong application in this process. If your organization cannot demonstrate a negative economic impact from the pandemic, your application will not qualify for committee review. If you are uncertain about what constitutes negative economic impact or how to demonstrate it, please contact PCF staff for technical assistance.

Describe your organization's negative economic impact arising from the COVID-19 pandemic. Examples could include:

- A reduction in revenue from 2019 to 2020
- Inflationary pressures
- Increases in demand for services that have not been compensated for through new revenue
- The use of reserves for unbudgeted expenses since the onset of the pandemic, and such use of reserves has prevented the purchase of capital assets
- A need for capital assets to offset community need for which your organization does not have the resources to purchase due to the negative economic harm from the pandemic
- A need for additional capital assets to adapt operations to accommodate health and safety guidelines by the CDC
- Growth in restricted pandemic-related revenue that does not permit capital asset acquisition

Note: If you are applying for both a Small Purchase and Large Project, you may reuse the answer for this question <u>PROVIDED THAT</u> the negative economic impact is relevant to both requests.

The pandemic caused a negative economic impact to DFL in several ways, creating a domino effect that has impacted many aspects of DFL's financial health. DFL experienced a decrease in revenue between 2019 and 2021, totaling roughly \$200,000 as a result of a loss in co-pay collections. This does not reflect the outstanding bills (e.g., Charity Care) that total approximately \$300,000 since 2019, which DFL has had to write-off as uncollectable. In addition to the \$500,000 loss of revenue and Charity Care, there were other financial strains to the organization that are more difficult to quantify.

First, DFL's sole annual fundraiser was made virtual for the last 2 years resulting in fewer participants and a 50% decrease in funds raised. Next, there has been a drastic increase for crisis mental health services, requiring the need for additional staff to meet the burgeoning demand in the our community. Finally, high rates of employee burnout, turnover, and the rising cost of employee compensation and benefits due to inflation, along with fewer people in the workforce due to COVID-19 illness and death, have made it harder to retain care providers.

DFL's only fundraiser, the PB&J Run, is expressly for the purpose of raising unrestricted funds to offset costs of needed capital improvements and Charity Care. The loss of these unrestricted funds has resulted in fewer dollars being available for assets necessary to accommodate the health and safety of DFL's clients and staff. Moreover, DFL saw an increase in need for mental health and housing services due to the uncertainty that the pandemic caused and the demand for innovative new services (i.e., telehealth). The pressure to provide more mental health and housing-focused services to more people without additional or new revenue streams has further taxed an already overtaxed system.

Additionally, more staff are needed to meet the rapidly increasing demand for these services. Turnover has always been significant in social services and care professions, but an unprecedented spike in turnover across all industries has been exacerbated, resulting in 30-50% turnover in staff. Inflation has increased the cost of doing business significantly, including market salaries for nearly all positions DFL employs, and the cost of health, auto, and liability insurances. Governor DeSantis also signed into law the Freedom First budget requiring all Medicaid providers to increase minimum wage for employees to at least \$15.00 per hour. DFL has applied for funding for new flooring once before through CBDG, but it was deemed to be an insufficient fit for the funding opportunity and was not awarded.

Proposal Description*

The American Rescue Plan Act requires a request that is reasonable and proportional to the level of economic impact your organization experienced. This means the request you describe below should not be greater than the economic harm your organization has suffered.

Please describe your project proposal and address the following:

- What project will be undertaken with these funds?
- What is the estimated lifespan of the project/property improvement?

• How does it address the negative economic harm you described in the previous question? DFL has thoughtfully made facility improvement decisions over the last several years, with the intent of transforming our agency into a state-of-the-art, trauma-informed treatment and recovery center. Ensuring clients, staff, visitors, and community stakeholders have a positive experience when visiting our centers is a top priority. With this in mind, DFL is requesting funding to replace old flooring for our Clearwater and Largo Centers to create spaces that are comforting, easy-to-maintain, and welcoming to our clients, staff, and visitors. Specifically, old carpeting will be removed and replaced with new high-performance vinyl flooring at both centers.

On any given day, DFL had approximately 500-1,000 people entering and/or exiting our buildings before the COVID-19 pandemic hit. As we continue to welcome back clients and staff, DFL has been looking for ways to create hygienic and soothing spaces for clients and staff. Currently, the carpeting in both centers is at least 10 years old and It is worn and damaged in high traffic areas, it is not conducive to deep cleaning, and does not reflect the professional, welcoming environment we aim to provide. The perceived cleanliness and maintenance of healthcare facilities plays an important role in clients' overall perception of their quality of their care.

Since the pandemic began, people are more cognizant and aware of the facilities they visit, especially in healthcare settings. Improvements to the health and safety of our client care spaces, such as flooring, is critical for meeting the changing expectations and needs of the community and succeeding in our mission of being a welcoming and compassionate provider.

Vinyl flooring is excellent for high-traffic areas because it is highly durable and resists stains and scratches, it does not hold bacteria, and is easily cleaned. Additionally, vinyl flooring has sound-absorbing properties, which is important for a healthcare facility like DFL that strives to maintain confidentiality for all clients (International Journal of Mechanical Engineering and Technology). The lifespan of new flooring is 10-20 years.

DFL needs to replace the flooring at both centers in order to create spaces that help staff, clients, and visitors feel comfortable. If the flooring is not replaced, it will negatively impact our clients', staff, and visitors overall experience at DFL. Unfortunately, DFL simply does not have the financial resources to take this necessary but expensive step.

Number Served*

How many people will directly benefit from this capital project annually? 30000

Unduplicated vs. Duplicated*

Is the number indicated above duplicated or unduplicated? **Duplicated:** A client is counted each time they access services **Unduplicated:** A client is counted once, regardless of the number of times they access services

Example: ABC Food Bank operates two mobile food pantries, one in Clearwater and one in St. Petersburg. Taylor, a Pinellas County resident, goes to both food pantries. If ABC Food Bank counts Taylor's visit TWICE, it is <u>duplicated</u>. If ABC Food Bank counts Taylor's visit ONCE, it is <u>unduplicated</u>.

Other (Explanation Required Below)

Other (Explanation Required)

If you selected "Other" in the previous question, please explain how your organization determined the number of clients that will benefit from the proposed capital project.

Directions for Living (DFL) serves approximately 30,000 individuals each year, including both clients and their families. In addition, DFL lends its large conference and training room space for trainings on important topics such as Mental Health First Aid and Crisis Intervention Team training for the community. Moreover, DFL has an on-site pharmacy that is used daily by upwards of 75 people. In addition to returning clients from existing service lines, DFL anticipates many new programs in the next year to match an increased need for services which will reach many new clients and their families. DFL's Board of Directors, staff, visitors, and other stakeholders will also benefit from this investment.

Rent vs. Own*

Does your organization rent or own the property for which you are proposing modifications? Note: Selecting "Rent" will cause more questions to load below.

0wn

Guiding Principles - Client Impact*

The American Rescue Plan Act, which provides the funding for this grant program, aims to ensure an equitable recovery from the COVID-19 pandemic. The term "equity" is defined as:

The consistent and systematic fair, just, and impartial treatment of all individuals, including individuals who belong to underserved communities that have been denied such treatment, such as Black, Latino, and Indigenous and Native American persons, Asian Americans and Pacific Islanders and other persons of color; members of religious minorities; lesbian, gay, bisexual, transgender, and queer (LGBTQ+) persons; persons with disabilities; persons who live in rural areas; and persons otherwise adversely affected by persistent poverty or inequality.

One of the guiding principles of this fund is that it will apply a lens of equity to ensure the needs of specified priority populations are met.

Will this project benefit the community members defined above that have experienced disproportionate negative impacts from the COVID-19 pandemic? If so, how?

New flooring will benefit all Directions for Living (DFL) clients who, by and large, have been disproportionately negatively impacted by the pandemic. DFL clients identify as every race, as having disabilities, as being LGBTQ+, as having severe and persistent mental illnesses or substance misuse disorders, as homeless, as uninsured or without insurance, and predominately live at or below the Federal Poverty Line. DFL serves all of Pinellas County and its most vulnerable populations.

DFL clients rely on positive and therapeutic spaces to help them feel relaxed, safe, and supported when they seek our trauma-informed care. New vinyl flooring would ensure a clean, welcoming experience for our clients, many of whom are going through some of the most tumultuous points of their life and are in need of lifesaving mental health, medication management, housing, and family services.

Community Connection

The American Rescue Plan Act (ARPA) prioritizes organizations that either have headquarters or carry out the majority of their operations inside Qualified Census Tracts (QCTs). QCTs are a standard method of identifying communities with a large proportion of low-income residents. The U.S. Department of Housing and Urban Development determines what areas qualify as QCT.

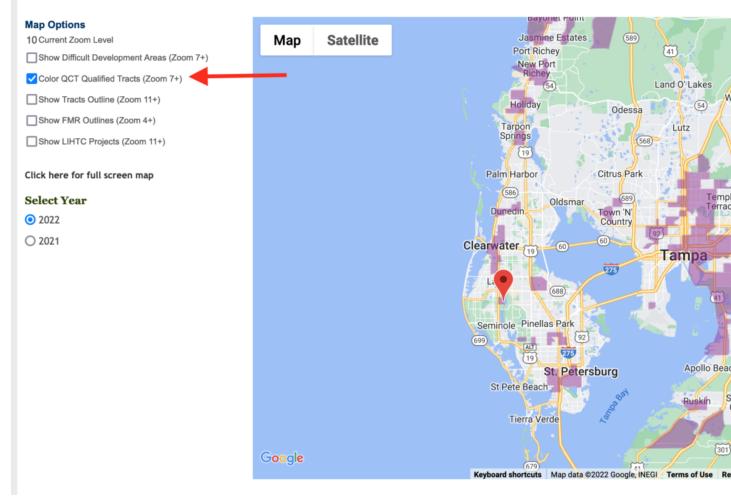
To assess if your organization serves or is headquartered in a QCT, use the following link: <u>https://www.huduser.gov/portal/sadda/sadda_qct.html</u>

In the top right-hand corner, choose the state of Florida and Pinellas County. Then on the left-hand side of the screen, click the box next to "Color QCT Qualified Tracts." The QCT zones are denoted in purple. You can also map your address by adding it into the address box at the top to see if your location is inside the zones.

Below, please provide the location of your operations and the location of your headquarters, if different.

Enter an Address, city, state or trac	t Go	\sim	Florida	~	Pinellas
Map Options : Clear Reset Full Screen					
QCT Legend:	- Tract Outline	LIHTC Project	2022 Qualified Census Tracts		
SADDA Legend:	- FMR Boundary	2022 Small DDA	Non M	Non Metro DDA	
Hide the overview					

The 2022 Qualified Census Tracts (QCTs) and Difficult Development Areas (DDAs) are effective January 1, 2022. The 2022 designations use data from the 2010 Decennial of designation methodology is explained in the federal Register notice published September 9, 2021



Headquarters Location*

Please provide your organization's headquarters address as it appears on your Sunbiz account. To check your Sunbiz registration, you may search here: https://dos.myflorida.com/sunbiz/search/ 1437 S. Belcher Rd., Clearwater, FL 33764

QCT Determination - Headquarters*

Is this organization headquartered in a QCT?

No

Project Location*

Please provide the address or intersection where the property being modified is. 1437 S. Belcher Rd., Clearwater, FL 33764 and 8823 115th Avenue, North, Largo, FL 33773

QCT Determination - Project*

Is this organization's project in a QCT? No

QCT Impact*

PCF understands that just because a project may not be located in a Qualified Census Tract, those who reside in one may access your services and may come to the location where your organization's project will take place.

- If applicable, please describe if you have clients that reside in a QCT as indicated on the map linked above, and the proportion of your clients that come from these areas.
- If your organization does not serve clients from a QCT, you can write "Not Applicable" below.

Directions for Living (DFL) serves the entirety of Pinellas County, including all QTCs. Clients from across the county come to our centers to receive services and will benefit from this project. DFL targets high-need communities. For example, DFL's Housing First division targets families in QTCs 220.00, 280.00, 201.01, 207.00, 206.00, 287.00, 212.00, 205.00, and 216.00 to provide prevention assistance and case management services to prevent homelessness and help families remain in their homes.

QCT Determination - Clients*

Does this organization's project benefit residents of QCTs? Further determination required

This section aims to capture general demographic data about your organization and to see how you engage with and represent the community you serve. PCF has generalized the demographic data questions more than it has in other processes because of the public nature of this process. PCF understands that identity disclosure can be a sensitive matter and wants to respect your organization's board and staff. If your organization feels comfortable sharing more detailed demographic information, it may do so in the "Community Representation and Connection" section.

Community Representation and Connection*

Describe how your organization is representative of, or has authentic connections to, the community your proposal seeks to serve. You can list other community-based organizations that work on programming with you and/or list examples of your work within this community.

Directions for Living (DFL) has been providing services to the Pinellas County community for 40 years and in that time has partnered with nearly every municipality and social service agency in the county. DFL has contracts and/or partnerships with several systems of care, including law enforcement agencies, Departments of Health, the child welfare system, and Pinellas County schools, to ensure equal access to crucial mental health services regardless of which system a client encounters first. For example, DFL partners with five local police departments to respond to the community's mental health needs through our behavioral health expansion program, Telehealth Remote Access to Crisis Evaluation (TRACE). These partnerships have greatly improved access and utilization of mental health services to people who come into contact with law enforcement due to mental health conditions.

DFL has an established Board of Directors made up of a diverse group of people with strong ties to the community who each have lived experience with one or more of the social services DFL provides (e.g., adoption, mental illness, experience with homelessness). DFL places strong emphasis on diversity, ensuring our Board of Directors are representative of the socioeconomic, cultural, and demographic makeup of the populations we serve and represent the communities where we provide services. DFL's Board Members bring a variety of skill sets and experience to the table and provide strategic leadership to the organization.

DFL staff self-identify as Asian, Black, White, Hispanic, or two or more races, LGBTQ+, and physically disabled, which reflects the diverse population of clients we serve. As part of the Total Quality Management system, DFL developed a Client Advisory Board comprised of clients, peers, and their families who help provide community context that informs policy-making, administrative decisions, and processes of the organization. DFL also employs Peer Mentors with lived experience, to address the effects of stigma and increase engagement. As part of our Total Quality Management system, DFL has established a Diversity, Equality, and Inclusion (DEI) focus within every committee in the agency, ensuring all decisions are informed through this lens as it relates to our clients, staff, and the community.

Leadership Demographics - CEO/Executive Director*

Does your CEO/Executive Director consider themselves a member of one or more of the following populations? Check all that apply.

- BIPOC defined as Black, Latino, and Indigenous and Native American persons, Asian Americans and Pacific Islanders and other persons of color
- LGBTQ+ (Lesbian, Gay, Bisexual, Transgender, Queer+)
- Neurodiverse/physically disabled

None of the above

Leadership Demographics - Executive Level Leadership Team*

Does your executive leadership team consider themselves a member of one or more of the following populations? Check all that apply.

• BIPOC defined as Black, Latino, and Indigenous and Native American persons, Asian Americans and Pacific Islanders and other persons of color

- LGBTQ+ (Lesbian, Gay, Bisexual, Transgender, Queer+)
- Neurodiverse/physically disabled

None of the above

Leadership Demographics - Board Membership*

Do your board members consider themselves a member of one or more of the following populations? Check all that apply.

- BIPOC defined as Black, Latino, and Indigenous and Native American persons, Asian Americans and Pacific Islanders and other persons of color
- LGBTQ+ (Lesbian, Gay, Bisexual, Transgender, Queer+)
- Neurodiverse/physically disabled

BIPOC

Financial Overview

Budget Summary*

Please provide a brief sketch of the categories of expenses and the costs needed for your project. If your organization is requesting compensation for indirect costs, be sure to note the percentage (up to 5%) and dollar amount below.

If you are invited to complete the full application, you will be asked to upload current verifiable bids, proposals, price lists [from your potential vendor(s)] from the past 60 days. If a contractor has already been selected for a construction project for which you are requesting funding, you will need to upload their bid. You are strongly encouraged to collect any remaining bids, proposals, and price lists shortly after submitting this LOI.

Directions for Living (DFL) anticipates several categories of cost as it relates to the purchase and installation of flooring. Clearwater Center - flooring \$120,000, base \$12,000, demolition \$7,300, floor prep \$4,200, move & replace \$20,000; Largo Center - flooring \$40,000, base \$4,000, demolition \$1,900, floor prep \$1,700, move & replace \$7,000; Contingencies for unaccounted costs or price changes - \$22,000 for a total cost of \$240,100.

Project Preparedness*

If your letter of intent is approved, you will have 30 days to submit a full proposal. This will require multiple estimates/bids for your project that detail the costs you've sketched out above from potential contractors that would do the actual work.

Where are you in the planning process for the implementation of this project? Please describe your organization's readiness for this project including your ability to collect bids and select contractors and/or vendors. **If you have already selected a contractor for the project, you will need to describe how that contractor was chosen.**

Example

Better Tomorrow has spoken with contractors about their counseling center expansion project, but has only

sought one proposal from a contractor. Better Tomorrow would describe so below, having sketched out the costs in the previous question. Better Tomorrow would indicate its plan to obtain more quotes/bids upon submitting this LOI.

Community Arts 'R Us has begun construction on its new arts center, as it had secured 75% of the funding for it before the pandemic. Therefore, a contractor has already been selected, and is looking to obtain the funding necessary to complete the project. Below, Community Arts 'R Us would explain it has a cost proposal ready to upload from their selected contractor, and is ready to carry out the rest of the project if funding is awarded.

Directions for Living (DFL) has extensive experience carrying out capital improvement projects and is well positioned to execute this initiative due to our in-house level of expertise. DFL's Facilities Manager has 30 years of experience, several relevant certifications, and he has overseen more than \$21M in construction renovations at healthcare facilities throughout his professional career. During his tenure at DFL, the Facilities Manager has managed many large-scale renovation projects and he oversees a dedicated 4 person facilities team that takes care of ensuring the interior and exterior of both buildings is properly cleaned, sanitized, and well-maintained.

For this project, DFL has collected one bid and will have all bids prepared and one selected prior to submitting a full proposal. DFL already has requested 2 additional bids and we are awaiting responses/quotes. DFL collected a bid from Dynasty Flooring Inc. that estimates the total cost of the project to be roughly \$240,100. We will be able to implement the project within the required time frame if awarded funding. DFL Leadership will create a project plan as a guide for ensuring all tasks and milestones are achieved on time.

Other Funding Sources*

Please describe any other funding not already mentioned that your organization has applied for or obtained for this project. This includes but is not limited to Community Development Block Grants (CDBG), local government grants (including Tourist Development Council funding), foundation grants, and donors (you do not need to disclose donor identities, simply amount raised that is allocated to this project). This includes any matching grants or in-kind contributions you may have obtained.

If none, please write N/A.

Directions for Living (DFL) has applied for this funding once before to CDBG in 2022, however, DFL was not awarded funding. No other funding has been awarded for this project.

Changes in Operating Costs*

Please answer this question based on the descriptions below:

- If this project **increases** ongoing operational costs (programmatic, operating maintenance or other costs), how will you compensate for the difference?
- If this project decreases ongoing operating costs, how will it do so?
- If this project **does not affect** operating costs, please note so below.

There will be no changes in operating costs.

Fund Management Capacity*

Please describe your organization's capacity to manage these potential ARPA funds in terms of fiscal management and financial infrastructure.

This includes, but is not limited to, the use of accounting software that can track a general ledger and multiple accounts and the ability to work on a reimbursement-basis.

The inability to handle a reimbursement-basis grant does not disqualify your organization from applying.

Directions for Living (DFL) maintains a robust Finance and Revenue Cycle Management Department. It is DFL policy to prepare financial statements as required by regulatory authorities, for submission to the Board of Directors. The CEO provides monthly financial statements to the Finance Committee, which include monthly profit or loss, income statement, cash position, comparative actual income and expenses to budget, and comparative financial information to last fiscal year. DFL maintains a chart of accounts that indicate type of general ledger accounts: Asset, Liability, Net Asset, and Revenue or Expense Asset. Liability and Net Asset activities are tracked primarily at the organizational level, while revenues and expenses are tracked at a Program, Services, Fund Source, and Location level. In addition, DFL undergoes an audit, conducted by an independent certified public accounting firm, of all financial records and internal control procedures on an annual or as-needed basis.

Additional Information

Additional Upload

If you have something else to share, you can upload it here in PDF format.

Please note: Due to limitation of this grants system, the upload field will not carry over to the full application if you are moved forward to the full application phase. You will need to upload this file again if you are moved forward in the process.

Anything else to share?

If you have any details to share regarding this grant request, you may do so below.

File Attachment Summary

Applicant File Uploads No files were uploaded