



2022 - 2027 CSBG Disaster Relief Supplemental
Funding (DRSF)

Disaster Needs Assessment Plan for
Orange County/Counties

FloridaCommerce
Community Services Block Grant

2022 – 2027 CSBG Disaster Relief Supplement Funding Needs Assessment Plan

Background

The Community Services Block Grant (CSBG) Disaster Supplemental Grants with funds from the Consolidated Appropriations Act, 2023 (Public Law No: 117-328) was signed into law. This law provides the Community Services Block Grant (CSBG) program with an additional \$25 million “for necessary expenses directly related to the consequences of Hurricanes Fiona and Ian.” The Office of Community Services (OCS) will allocate these funds to states, territories, and tribes based on an assessment of need. States, in turn, will issue grants to CSBG agencies to support disaster recovery activities for individuals and families with low incomes. The Disaster Relief Supplemental Funds (DRSF) will support a range of locally identified services and strategies as well as ongoing community recovery after the conclusion of emergency response efforts.

Florida has received a preliminary allocation of \$10.1 million for the CSBG DRSF. FloridaCommerce Plans to allocate 100% of these funds to the counties that qualify to receive the funds and can demonstrate a need for those qualifying presidentially declared disasters. For Florida, qualifying disaster events are limited to the damage inflicted by Hurricane Ian. OCS will distribute funding in three stages or installments that require States to submit applications justifying the need for each eligible entity to proceed to the next stage and receive additional funding. There will be \$500,000 in Stage 1 funding initially released to support initial planning, a specific disaster relief needs assessment and the development of cost allocation strategies. \$5,002,087 in Stage 2 will focus on interim recovery activities. Stage 3 will address longer term recovery activities; Round 1 funding will be released in October 2024 and the Final Reserve Funds will be released in FFY2025 and must be obligated and fully expended by September 30, 2027. FloridaCommerce will monitor expenditure of funds in accordance with HHS-ACF requirements.

Purpose

The Disaster Needs Assessment Plan serves as roadmap over three stages demonstrating how selected CSBG agencies plan to deliver CSBG DRSF services. The Disaster Needs Assessment Plan will identify and assess the long-term impact of Hurricane Ian and identify the need for continuing recovery efforts. Each agency will establish a detailed plan, project the number of participants to be served, set goals and priorities for delivering services to individuals and families directly impacted by the hurricane.

Preliminary Funding Allocation

Catastrophic and widespread destruction occurred in the following Florida counties: Brevard, Charlotte, Collier, DeSoto, Flagler, Glades, Hardee, Hendry, Highlands, Hillsborough, Lake Lee, Manatee, Monroe, Okeechobee, Orange, Osceola, Palm Beach, Pasco, Pinellas, Polk, Putnam, Sarasota, Seminole, St. Johns, and Volusia.

FloridaCommerce will work with eligible Community Action partners in the affected area, and local municipal governments to identify individuals and families in Florida who continue to have human and social services needs as a result of the devastating impacts by Hurricane Ian. For Stage 1 the state office would set a base amount of \$2,500 for all the participating entities, and then allocate the remaining funds based on the Federal Emergency Management Agency Individual Assistance (FEMA IA) registrant’s data within the declared counties. This approach will ensure that all entities have the start-up funds and will also distribute additional resources to more heavily disaster-impacted areas. Stage 2 application has been submitted and is currently in review by OCS. Preliminary allocations For Stage 2 are planned to be allocated based on the FEMA IA registrant’s data. All program funds will be awarded as follows:

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Eligible Entity Name	UEI Number	Phase 1 Allocation	Phase 2 Allocation Estimate (Application in Process)
Charlotte County BOCC, Department of Human Services: Charlotte Counties	X3RBY2VEDJT3	\$28,949.03	\$304,139
Brevard County BOCC: Brevard County	XSTGNLF9ZDJ5	\$9,188.84	\$76,915
Agricultural and Labor Program, Inc.: Glades County	KSJHJBDQ8ZM9	\$2,838.76	\$3,895
Agricultural and Labor Program, Inc.: Polk County	KSJHJBDQ8ZM9	\$32,480.24	\$344,744
Agricultural and Labor Program, Inc.: Hendry County	KSJHJBDQ8ZM9	\$4,387.51	\$21,705
Agricultural and Labor Program, Inc.: Highlands County	KSJHJBDQ8ZM9	\$6,619.03	\$47,365
Step Up Suncoast, Inc.: DeSoto County	JKMNP2K3JF13	\$6,386.19	\$44,688
Step Up Suncoast, Inc.: Hardee County	JKMNP2K3JF13	\$4,590.29	\$24,036
Step Up Suncoast, Inc.: Manatee County	JKMNP2K3JF13	\$16,098.58	\$156,371
Northeast Florida Community Action Agency, Inc.: Flagler County	YUJTX2YPG8V3	\$4,579.32	\$23,910
Northeast Florida Community Action Agency, Inc.: Putnam County	YUJTX2YPG8V3	\$4,520.15	\$23,230
Northeast Florida Community Action Agency, Inc.: St. Johns County	YUJTX2YPG8V3	\$4,677.13	\$25,035
Coalition of Florida Farm Workers: Collier County	N71XRN7RA576	\$18,364.45	\$182,426
Mid Florida Community Services, Inc.: Pasco County	FNA3CKDAEDN3	\$6,082.27	\$41,193
Hillsborough County BOCC: Hillsborough County	PGWKT576NH72	\$50,346.72	\$550,192

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Lake Community Action Agency: Lake County	JN1HBA41ANY4	\$7,501.72	\$57,515
Lee County Department of Human Services: Lee County	SS8JCN35XH77	\$95,292.03	\$1,067,020
Volusia County Community Assistance Division: Volusia County	VY9UEK86CVW3	\$33,351.95	\$354,768
Centro-Campesino Farmworker Center, Inc.: Monroe County	CT9ZXHVKLJZ1	\$3,713.33	\$13,952
St. Lucie County, BOCC, Housing & Community Services Department: Okeechobee County	FEZNGAHUF382	\$3,401.29	\$10,364
Orange County Community Action Division: Orange County	ZAMZMX9ZHCM9	\$50,161.12	\$548,058
Osceola County Council on Aging, Inc.: Osceola County	X6WFHB2KNCB5	\$18,405.01	\$182,893
Palm Beach County Community Action Agency Palm Beach County	XL2DNFMPCR44	\$18,456.06	\$183,480
Pinellas Opportunity Council, Inc.: Pinellas County	G2H8KG99W5G6	\$21,882.31	\$222,878
Seminole County BOCC: Seminole County	JPJLF4QHYP13	\$17,792.38	\$175,848
Sarasota Health and Human Services: Sarasota County	K4SXBE88XP88	\$29,934.29	\$315,468
TOTALS		\$500,000.00	\$5,002,087.00

Project Design

FloridaCommerce will engage participating CSBG agencies to establish key points during the planning process, coordinate project activities, determine service delivery methods, engage community support and identify issues that require FloridaCommerce action or may need FloridaCommerce support through the designated project manager.

Instructions:

Each participating CSBG agency will be required to submit an agency level Disaster Needs Assessment Plan covering affected counties to FloridaCommerce. The Disaster Needs Assessment will allow contributing agencies to respond to the specific and long-term, continuing needs resulting from damage caused by Hurricane Ian. FloridaCommerce will provide technical assistance to participating agencies to ensure responses specifically address the effects of Ian and recovery efforts. The attached template allows each of the impacted county areas to respond in a consistent manner, while encouraging area-specific variations, which will facilitate FloridaCommerce’s review and approval.

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Florida's planning process will be coordinated through a collaborative effort of the CSBG eligible entities, the Department of Health and Human Services (HHS), and local private sector partnerships. The Community Action Agency (CAA) assigned to each county will take the lead in the development of the needs assessment unless the CAA has chosen not to participate. In the event the CAA has elected not to participate one of the other contributing agencies will perform this coordinating function.

FloridaCommerce has provided this Disaster Needs Assessment template which allows answers to be entered directly into this document using the text box immediately following each question where a narrative response is required. The text boxes will expand to accommodate responses.

Please limit responses to **500 words or less** per question unless otherwise directed. Use 12pt. Calibri font to complete the document. The Disaster Needs Assessment template is due to FloridaCommerce no later than **July 8, 2024**. Please email responses to Mr. Frankie Hernandez, Community Program Manager, Bureau of Economic Self-Sufficiency at Frankie.Hernandez@Commerce.FL.gov.

Important Dates:

- DRSF Needs Assessment Plan from agencies is due to FloridaCommerce no later than July 8, 2024.
- FloridaCommerce to conduct a review for acceptance of DRSF Needs Assessment Plan: July 8, 2024, to July 12, 2024.
- **Stage 1 Period of Performance: March 2023 – September 2024.**
- **Stage 2 Period of Performance: October 2024 – September 2026.**
- **Stage 3 Period of Performance: October 2025 – September 2027.**

Cover Page and Certification

Submission Date:

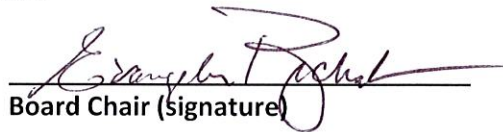
Agency Contact Person Regarding the Disaster Relief Needs Assessment Plan:

Agency Name:	Orange County, Florida
Name:	Jonathan Kohn
Title:	Division Manager
Phone:	407-836-6263
Email:	Jonathan.Kohn@ocfl.net

Certification of Disaster Relief Needs Assessment Plan

The undersigned hereby certify that the information in this Disaster Relief Needs Assessment Plan is correct and has been authorized by the governing body of this organization. A self-assessment and mitigation of risks of the submitting CSBG eligible entity has been completed concurrent with this submission of the entity's disaster supplemental needs assessments and plan.

Evangeline Richardson
Board Chair (printed name)


Board Chair (signature)

8/14/24
Date

Venerria L. Thomas
Executive Director (printed name)


Executive Director (signature)

8/19/24
Date

Disaster Needs and Outreach

1. Please attach a copy of the presidential declaration for your county.
2. Describe the need for additional disaster relief funding above your current CSBG allocation. Discuss any potential gaps in services. Include key policy or procedural revisions, changes to service intensity, or service duration that will be necessary to fulfill the Disaster Relief Supplemental Funding (DRSF) goals. Please limit response to 500 words or less.

The current Community Services Block Grant (CSBG) allocation falls short in meeting critical housing unmet needs following Hurricane Ian. Many families continue to face severe challenges, including unrepaired homes and losses not covered by FEMA.

Proposed Activities for Relief:

To address these pressing needs comprehensively, we propose utilizing Disaster Relief Supplemental Funding (DRSF) for the following:

Housing

- **Temporary housing/Rental Assistance:** rental assistance to ensure housing stability while house being, repaired, replaced or reconstructed.

Basic Needs/Support Services

- **Food Assistance:** Provide essential nutrition to affected families.

3. Describe any outreach methods that the agency will use to ensure participants impacted by Hurricane Ian are informed about services offered by the agency. Please include the process used to identify potential clients who may have been forced to relocate to an adjacent county. Please limit response to 500 words or less.

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Outreach Strategy:

- **Direct Mail:** Send targeted information to known addresses in impacted areas.
- **Digital Outreach:** Conduct email blasts to participants and run social media campaigns focusing on affected areas.
- **Community Partnerships:** Collaborate closely with local nonprofits, churches, and community centers to amplify our outreach efforts. Additionally, we will partner with schools to distribute information effectively.

Identification of Relocated Individuals:

- **Data Analysis:** Utilize GIS mapping to pinpoint areas of relocation and adjust our outreach accordingly.
- **Collaboration with Local Agencies:** Work with Orange County Emergency Management; Housing and Community Development and Neighborhood Services to access data and coordinate efforts.
- **Community Surveys:** Deploy online surveys in affected areas to gather specific relocation data from participants.
- **Emergency Shelter Records:** Obtain and analyze records from the Red Cross and FEMA to identify individuals who stayed in emergency shelters and may have relocated.
- **School Enrollment Data:** Coordinate with local schools to identify new enrollments from areas impacted by Hurricane Ian.

4. Please describe how the agency will ensure that specific community-level activities will be targeted to meet needs of eligible populations. Please include the agency's targeting method(s) to specifically meet the requirements of DRSF. Please limit response to 500 words or less.

GIS mapping
Disaster Recovery Action Plan
FEMA verification of services
Work with local partners, internal divisions and agencies.
Provide direct services out of local community centers.

5. Briefly summarize the type of both qualitative and quantitative data collected and analyzed as part of this disaster needs assessment process. Please limit response to 500 words or less.

Community Meetings - Orange County staff conducted 13 community meetings around the County to target impacted areas where citizens and stakeholders could provide staff with their direct feedback. At these community meetings participants were given a brief overview of the program with an opportunity to ask questions of staff.

Citizen Participation Survey – available to public in English, Spanish, and Creole. The County collected a total of 801, with most responses in the area zip code 32828 (Avalon Park region near Bithlo and University areas that were identified by stakeholders as a high interest area for unmet needs), with 250 respondents in this localized area.

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Intake and Documentation

6. Describe the intake process that will be used for participants seeking assistance under the DRSF. Please limit response to 500 words or less.

1. Screen for Hurricane Ian impact based on geography or personal evidentiary documentation.
2. CSBG staff will review and determine geographical/income qualification.
3. Needs assessment will take place to determine which services would be provided.
4. Process payment for qualifying needs and screen for wraparound service needs.

7. Describe how the agency verifies participant income eligibility and any documentation that will be used to verify that an individual/family has been impacted by Hurricane Ian. Please limit response to 500 words or less.

- Participant verification:
- 1) Based on the Orange County’s Disaster Recovery Action Plan, agency will target households/areas showing Hurricane Ian impact from a map depiction of FEMA Individual Assistance impact areas across Orange County.
 - 2) Use of additional FEMA or Insurance documentation for individual assistance
 - 3) The income limit eligibility will be based on the Federal Poverty Guideline for individual assistance; and low-income area maps based on census data for community wide outreach services.

Identification of Disaster Relief and Recovery Needs

8. Using the table below, please list the services the agency is providing in the area(s) impacted by Hurricane Ian.

Current Services/Activities	Date Services Began	Date Services Concluded	If Ongoing Include the End Date
Temporary Housing - Rental Assistance	October 2024	September 2027	
Food Assistance	October 2024	September 2027	

Insert a new row if additional space is needed.

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9. Please describe the gaps (needs) that were identified in the disaster relief needs assessment. Please limit response to 500 words or less.

Housing repairs – reconstruction/rehabilitation; rental assistance
Infrastructure damage – public facilities/drainage & utilities
Housing – Rental Assistance
Public Services - mental health services, legal assistance, hurricane recovery essentials, and housing stability services.
Economic Revitalization job training and education – new housing units, infrastructure, and public services to aid with job replacement and development services to address the economic revitalization unmet needs. Job training and placement exacerbated existing affordable housing and deficiencies in disaster recovery.

10. Please complete the table below listing the top needs identified in the disaster relief needs assessment.

Needs Identified	Integral to Agency Mission (Yes/No)	Currently Addressing (Yes/No)
Housing – Rehabilitation/Reconstruction/New Construction	No	No
Housing – Rental Assistance	Yes	Yes
Infrastructure – Drainage and Utilities/Water & Wastewater Facilities	No	No
Public Services – Mental Health Services/Legal Assistance, Housing Stability Services	Yes	Yes Referral Partnerships

Insert a new row if additional space is needed.

Needs Identified: List the needs identified from the Disaster Needs Assessment.

Integral to Agency Mission: Indicate yes/no if the identified need aligns with agency mission.

Currently Addressing: Indicate yes/no if agency is already addressing the identified need.

Service Delivery and Linkages

11. Explain how your agency plans to coordinate services and funding with other organizations to address these service gaps. Include how the agency ensures that funds are not used to duplicate services of other eligible entities that may be providing services in the area. Please limit response to 500 words or less.

Orange County Community Action (CAD) will coordinate this service and any associated services with all local community service agencies, including those operated by county, city, and state government entities, as well as nonprofit organizations through Orange County Community Center Partnerships.

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12. Provide a description of the agency’s service delivery system for services provided or coordinated with CSBG DRSF funds targeted to low-income individuals and families impacted by Hurricane Ian. Also specify whether services will be delivered via direct services or subcontractors, or a combination of both. Please list the partnering agencies by name and describe the services they will provide. Please limit your responses to 500 words or less.

Orange County Community Action will provide services directly to impacted individuals and communities through disbursements of funds to individuals via vouchers and gift cards. OC will utilize its existing caseworker infrastructure to usher clients through the process of qualifying and receiving services. Case managers for this program will maintain communication with clients through the conclusion of their receipt of services.

13. If there are needs identified in the table above (based upon the results of your disaster needs assessment) that the agency does not plan to address, please explain the reason. Please limit response to 500 words or less.

Housing – Rehabilitation/Reconstruction/New Construction
 Infrastructure – Drainage and Utilities/Water & Wastewater Facilities
 These services are not in the scope of Community Action service delivery practices. We will refer to local Orange County departments to include Housing & Community Development and Orange County Roads and Drainage.

Data Collection and Reporting

14. Using the table below, describe the Projected Services/Activities to be performed based upon the disaster needs assessment. Identify NPI Module 3 or Module 4 designations as appropriate and include projected service and identification of service category. Please include the projected number of participants the agency expects to serve.

Description of Programs/Service /Activities	Module 3 or Module 4	Indicator/Service Category: (CNPI, FNPI, or SRV)	Projected Number of Participants to be Served**
Housing (Rent and Mortgage)	Module 4	FNPI	100
Food insecurities	Module 4	FNPI	500

Insert a new row if additional space is needed.

****Note:** Consistent with the reporting instructions for the CSBG Annual Report, agencies will be required to demonstrate that the outcomes have been achieved and supported by appropriate documentation.

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15. Describe how your agency will ensure that costs are not otherwise reimbursable through other sources such as the Federal Emergency Management Agency (FEMA) or private insurance. Please limit response to 500 words or less.

Orange County CAA will do its due diligence to ensure the costs are not reimbursable through other sources through client interviews, FEMA and Insurance document verification of ineligibility of services and self-declarations.

16. Describe any system or systems in place that will be used to track and report client demographics and services provided specific to the DRSF. Include a description of the agency’s data collection and reporting process. Please limit response to 500 words or less.

Orange County CAA utilizes the SHAH Case Management System for eligibility, service processing and reporting. Services and outcomes are reported, analyzed and presented to the community action board and county administration.

Excel Spreadsheet could be used to organize outreach strategies and community engagement.

17. Provide a brief timeline of the projected activities; include start dates, key milestones, and end dates for each stage. Please limit response to 500 words or less.

Orange County will begin identifying partner agencies, codifying processes, and building personnel infrastructure in effected communities on October 1, 2024. Stage 1 dates:

1. Begin organization and planning: October 2024.
2. Begin serving clients: October 2024
3. Conclude expenditures associated with stage 1 funding: September 2025.
4. Begin stage 2 programmatic activities: October 2025.
5. Conclude stage 2 activities: June 2027

18. Using the Excel workbook attachment (entitled DRSF Planning Budget Template) please develop a planning budget for each county you plan to serve. FloridaCommerce has included the Preliminary Funding Allocation table (below) that provides the totals for each agency, each county and each stage.

***Preliminary Funding Allocation**

County	Total County Allocation	Agency Name	Stage 1	Stage 2	Stage 3
Orange County	\$50,161.12	Orange County Community Action Agency	Outreach Plan Purchase Goods		
Orange County	\$548,058	Orange County Community Action Agency		Implement Services	