

**CITRUS COUNTY COMMUNITY CHARITABLE FOUNDATION, INC.  
MONTHLY MEETING AGENDA**

**January 29, 2026**

**Mission Statement:** The CCCCCF, Inc., is a non-profit 501(C)(3) entity, whose purpose is to award grants to groups and organizations that establish programs, research, or initiatives that promote the health or satisfy the medical needs of the residents of Citrus County, FL.

I. Call to Order

II. Welcome

- a. Moment of Silence
- b. Pledge of Allegiance

III. Attendance/Quorum

- a. Directors Present/Absent
- b. Quorum
- c. Legal Counsel
- d. Staff/Independent Consultants

IV. Legal Notice

Published on January 3, 2026 (1)

V. Approval of Meeting Agenda

- a. Changes or Modifications to Agenda (if any)
- b. Poll / Disclosure of Conflicts of Interest (if any)

VI. Public Comment

(3 minutes for an individual; 5 minutes for organization/group representation)

VII. Executive Director's Report

VIII. Legal Council

IX. Consent Agenda

- a. Approval of December 11, 2025 Meeting Minutes (2)
- b. December 2025 Statement of Financial Position (For Acceptance) (3)
- c. December 2025 Statement of Activities (For Approval)
- d. December 2025 Budget v. Actual (For Acceptance)
- e. December 2025 Check Register (For Acceptance)
- f. Authorization of Payments (For Approval)

**CITRUS COUNTY COMMUNITY CHARITABLE FOUNDATION, INC.**  
**MONTHLY MEETING AGENDA**  
**January 29, 2026**

X. Unfinished

XI. New Business

XII. Committee Reports

- a. Investment Committee
  - i. Quarterly Report (4)
  - ii. Scwab Report (5)
- b. Grants Committee
  - i. Emergency Funding Requests from CASA (6)
  - ii. Emergency Funding from Jessie's Place (7)
  - iii. Grant Cycle 15 6-Month Reports (Uploaded to OneDrive)
- c. Personnel Committee
- d. Fund Raising/ Ad Hoc Committee
  - i. Fund Raising Policy (8)

XIII. Public Comment

(3 minutes for an individual; 5 minutes for organization/group representation)

XIV. Next Meeting Dates

- a. Regular Meeting of the Board, January 29, 2026
- b. Grants Committee- January 29, 2026
- c. Investment Committee TBD
- d. Personnel Committee TDB- September 2026
- e. AdHoc- Fund Raising Committee- January 29, 2026

XV. Adjourn



Schwab One® Account of

CITRUS COUNTY COMMUNITY CHARIT

Account Number



Statement Period

December 1-31, 2025

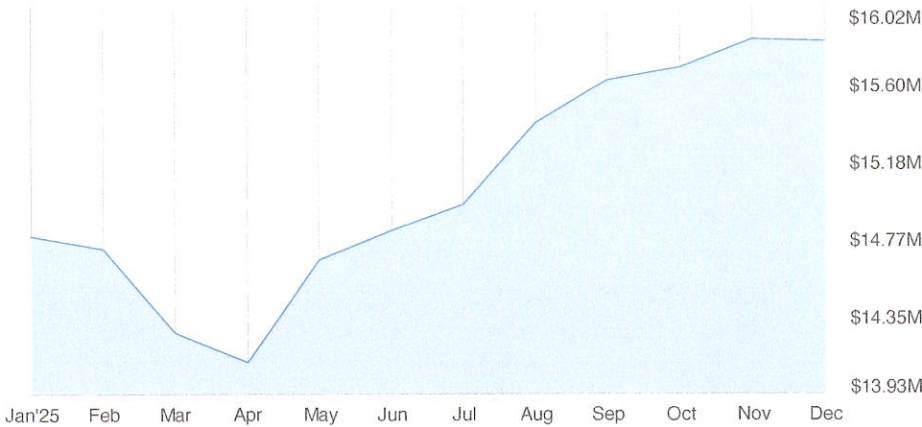
Account Summary

Ending Account Value as of 12/31

\$15,836,228.36

Beginning Account Value as of 12/01

\$15,849,600.16



Your Consultant

Paul Jones  
VP - Sr. Wealth Consultant  
1 689-240-2115  
paul.jones@schwab.com

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Online Assistance

Visit us online at [schwab.com](https://schwab.com)

Visit [schwab.com/stmt](https://schwab.com/stmt) to explore the features  
and benefits of this statement.

CITRUS COUNTY COMMUNITY CHARIT  
PO BOX 2706  
INVERNESS FL 34451-2706

	This Statement	YTD
Beginning Account Value	\$15,849,600.16	\$14,531,343.48
Deposits	0.00	0.00
Withdrawals	(55,000.00)	(692,577.00)
Dividends and Interest	124,899.12	363,682.04
Transfer of Securities	0.00	0.00
Market Appreciation/(Depreciation)	(83,270.92)	1,633,779.84
Expenses	0.00	0.00
Ending Account Value	\$15,836,228.36	\$15,836,228.36

Account Ending Value reflects the market value of your cash and investments. It does not include pending transactions, unpriced securities or assets held outside Schwab's custody.



Asset Allocation

Investment Objective: Growth	This Period	Current Allocation
Cash and Cash Investments	410.61	<1%
Exchange Traded Funds	15,835,817.75	100%
<b>Total</b>	<b>\$15,836,228.36</b>	<b>100%</b>

Top Account Holdings This Period

SYMBOL CUSIP	Description	Market Value	% of Accounts
VOO	VANGUARD S&P 500 ETF	4,998,324.62	32%
VXUS	VANGUARD TOTAL	2,673,927.30	17%
RSP	INVSC S P 500 EQUAL	2,219,256.85	14%
VIOO	VANGUARD S&P SMALL CAP	1,746,367.79	11%
BND	VANGUARD TOTAL BOND	1,715,938.19	11%

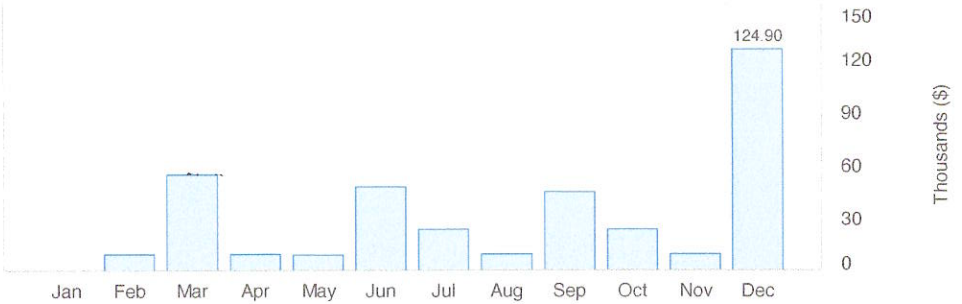
Gain or (Loss) Summary

	Short-Term (ST)			Long-Term (LT)		
	Gain	(Loss)	Net	Gain	(Loss)	Net
This Period	0.00	0.00	0.00	0.00	0.00	0.00
YTD			0.00			223,898.93
<b>Unrealized</b>						<b>\$5,367,099.81</b>

Values may not reflect all of your gains/losses and may be rounded up to the nearest dollar; Schwab has provided accurate gain and loss information wherever possible for most investments. Cost basis may be incomplete or unavailable for some of your holdings and may change or be adjusted in certain cases. Please login to your account at Schwab.com for real-time gain/loss information. Statement information should not be used for tax preparation, instead refer to official tax documents. For additional information refer to Terms and Conditions.

Statement Period  
December 1-31, 2025

Income Summary



Federal Tax Status	This Period		YTD	
	Tax-Exempt	Taxable	Tax-Exempt	Taxable
Schwab One® Interest	0.00	0.40	0.00	2.65
Cash Dividends	0.00	124,898.72	0.00	363,679.39
<b>Total Income</b>	<b>\$0.00</b>	<b>\$124,899.12</b>	<b>\$0.00</b>	<b>\$363,682.04</b>





Schwab One® Account of

CITRUS COUNTY COMMUNITY CHARIT

Statement Period

December 1-31, 2025

## A Message About Your Account

### CALIFORNIA RESIDENTS

If your total payments of interest and interest dividends on federally tax-exempt non-California municipal bonds were \$10 or greater and you or your Partnership had a California address as of 12/31, Schwab will report this information to the California Franchise Tax Board each tax year, per state statute. (1223-3LZ0)

## Positions - Summary

Beginning Value as of 12/01	+	Transfer of Securities(In/Out)	+	Dividends Reinvested	+	Cash Activity	+	Change in Market Value	=	Ending Value as of 12/31	Cost Basis	Unrealized Gain/(Loss)
\$15,849,600.16		\$0.00		(\$124,898.72)		\$69,899.12		\$41,627.80		\$15,836,228.36	\$10,468,717.94	\$5,367,099.81

Values may not reflect all of your gains/losses; Schwab has provided accurate gain and loss information wherever possible for most investments. Cost basis may be incomplete or unavailable for some of your holdings and may change or be adjusted in certain cases. Statement information should not be used for tax preparation, instead refer to official tax documents. For additional information refer to Terms and Conditions.

## Cash and Cash Investments

Type	Symbol	Description	Quantity	Price(\$)	Beginning Balance(\$)	Ending Balance(\$)	Change in Period Balance(\$)	Pending/Unsettled Cash(\$)	Interest/ Yield Rate	% of Acct
Cash					55,410.21	410.61	(54,999.60)	0.00		<1%
<b>Total Cash and Cash Investments</b>					<b>\$55,410.21</b>	<b>\$410.61</b>	<b>(\$54,999.60)</b>			<b>&lt;1%</b>

## Positions - Exchange Traded Funds

Symbol	Description	Quantity	Price(\$)	Market Value(\$)	Cost Basis(\$)	Unrealized Gain/(Loss)(\$)	Est. Yield	Est. Annual Income(\$)	% of Acct
RSP	INVSC S P 500 EQUAL <sup>◇</sup>	11,585.1788	191.56000	2,219,256.85	1,754,084.29	465,172.56	1.59%	35,389.94	14%
VNQ	VANGUARD REAL ESTATE <sup>◇</sup>	15,624.3653	88.49000	1,382,600.09	1,609,638.88	(227,038.79)	3.61%	50,029.22	9%
VIOO	VANGUARD S&P SMALL CAP <sup>◇</sup>	15,738.7148	110.96000	1,746,367.79	873,698.02	872,669.77	1.35%	23,729.26	11%
VOO	VANGUARD S&P 500 ETF <sup>◇</sup>	7,970.1571	627.13000	4,998,324.62	1,922,337.63	3,075,986.99	1.12%	56,460.59	32%
VGSH	VANGUARD SHORT TERM <sup>◇</sup>	9,376.1002	58.73000	550,658.36	577,079.49	(26,421.13)	3.88%	21,411.26	3%
VCSH	VANGUARD SHORT TERM COR <sup>◇</sup>	6,882.5354	79.73000	548,744.55	565,057.62	(16,313.07)	4.52%	24,818.42	3%
VXUS	VANGUARD TOTAL <sup>◇</sup>	35,444.4234	75.44000	2,673,927.30	1,498,857.12	1,175,070.18	7.22%	193,257.17	17%



Schwab One® Account of

CITRUS COUNTY COMMUNITY CHARIT

Statement Period

December 1-31, 2025

## Positions - Exchange Traded Funds (continued)

Symbol	Description	Quantity	Price(\$)	Market Value(\$)	Cost Basis(\$)	Unrealized Gain/(Loss)(\$)	Est. Yield	Est. Annual Income(\$)	% of Acct
BND	VANGUARD TOTAL BOND <sup>◇</sup>	23,166.4397	74.07000	1,715,938.19	1,667,964.89	47,973.30	3.99%	68,564.69	11%
<b>Total Exchange Traded Funds</b>				<b>\$15,835,817.75</b>	<b>\$10,468,717.94</b>	<b>\$5,367,099.81</b>		<b>\$473,660.55</b>	<b>100%</b>

Estimated Annual Income ("EAI") and Estimated Yield ("EY") calculations are for informational purposes only and are derived from information provided by outside parties. Schwab cannot guarantee the accuracy of such information. Since the interest and dividends are subject to change at any time, they should not be relied upon exclusively for making investment decisions. The actual income and yield might be lower or higher than the estimated amounts. EY is based upon EAI and the current price of the security and will fluctuate. For certain types of securities, the calculations could include a return of principal or capital gains in which case EAI and EY would be overstated. EY and EAI are not promptly updated to reflect when an issuer has missed a regular payment or announced changes to future payments, in which case EAI and EY will continue to display at a prior rate.

## Transactions - Summary

Beginning Cash* as of 12/01	+	Deposits	+	Withdrawals	+	Purchases	+	Sales/Redemptions	+	Dividends/Interest	+	Expenses	=	Ending Cash* as of 12/31
\$55,410.21		\$0.00		(\$55,000.00)		(\$124,898.72)		\$0.00		\$124,899.12		\$0.00		\$410.61

Other Activity **\$0.00**

Other activity includes transactions which don't affect the cash balance such as stock transfers, splits, etc.

\*Cash (includes any cash debit balance) held in your account plus the value of any cash invested in a sweep money fund.

## Transaction Details

Date	Category	Action	Symbol/ CUSIP	Description	Quantity	Price/Rate per Share(\$)	Charges/ Interest(\$)	Amount(\$)	Realized Gain/(Loss)(\$)
12/01	Withdrawal	MoneyLink Txn		Tfr CADENCE BANK, MR DAVID B RYAN				(55,000.00)	
12/03	Purchase	Reinvested Shares	VGSH	VANGUARD SHORT TERM TREASURY ETF	29.3952	58.7600		(1,727.26)	
	Purchase	Reinvested Shares	VCSH	VANGUARD SHORT TERM COR BD ETF	24.9243	79.7900		(1,988.71)	
	Purchase	Reinvested Shares	BND	VANGUARD TOTAL BOND MARKET ETF	73.7530	74.4500		(5,490.91)	
	Dividend	Div For Reinvest	VGSH	VANGUARD SHORT TERM				1,727.26	
	Dividend	Div For Reinvest	VCSH	VANGUARD SHORT TERM COR				1,988.71	
	Dividend	Div For Reinvest	BND	VANGUARD TOTAL BOND				5,490.91	





## Transaction Details (continued)

Date	Category	Action	Symbol/ CUSIP	Description	Quantity	Price/Rate per Share(\$)	Charges/ Interest(\$)	Amount(\$)	Realized Gain/(Loss)(\$)
12/22	Purchase	Reinvested Shares	VGSH	VANGUARD SHORT TERM TREASURY ETF	30.3136	58.6700		(1,778.50)	
	Purchase	Reinvested Shares	VCSH	VANGUARD SHORT TERM COR BD ETF	25.8912	79.5800		(2,060.42)	
	Purchase	Reinvested Shares	BND	VANGUARD TOTAL BOND MARKET ETF	76.9457	74.0100		(5,694.75)	
	Dividend	Div For Reinvest	VGSH	VANGUARD SHORT TERM				1,778.50	
	Dividend	Div For Reinvest	VCSH	VANGUARD SHORT TERM COR				2,060.42	
	Dividend	Div For Reinvest	BND	VANGUARD TOTAL BOND				5,694.75	
12/23	Purchase	Reinvested Shares	VXUS	VANGUARD TOTAL INTERNATIONAL STK ETF	629.5588	75.3800		(47,456.14)	
	Dividend	Div For Reinvest	VXUS	VANGUARD TOTAL				47,456.14	
12/24	Purchase	Reinvested Shares	VNQ	VANGUARD REAL ESTATE ETF	139.9021	88.5999		(12,395.31)	
	Purchase	Reinvested Shares	VIOO	VANGUARD S&P SMALL CAP 600 ETF	206.3993	113.4600		(23,418.07)	
	Purchase	Reinvested Shares	VOO	VANGUARD S&P 500 ETF	22.1692	634.9299		(14,075.89)	
	Dividend	Div For Reinvest	VNQ	VANGUARD REAL ESTATE				12,395.31	
	Dividend	Div For Reinvest	VIOO	VANGUARD S&P SMALL CAP				23,418.07	
	Dividend	Div For Reinvest	VOO	VANGUARD S&P 500 ETF				14,075.89	
12/26	Purchase	Reinvested Shares	RSP	INVSC S P 500 EQUAL WEIGHT ETF	45.4735	193.8000		(8,812.76)	
	Dividend	Div For Reinvest	RSP	INVSC S P 500 EQUAL				8,812.76	
12/30	Interest	Credit Interest		SCHWAB1 INT 11/26-12/29				0.40	
<b>Total Transactions</b>								<b>(\$54,999.60)</b>	

Date column represents the Settlement/Process date for each transaction.

11/26 through 12/29: \$0.40 based on .049% average Schwab One® interest rate paid on 5 days in which your account had an average daily balance of \$55,410.31.

## Endnotes For Your Account

◇ Dividends paid on this security will be automatically reinvested.





## Terms and Conditions

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**Accrued Income:** Accrued Income is the sum of the total accrued interest and/or accrued dividends on positions held in your Account, but the interest and/or dividends have not been received into your Account. Schwab makes no representation that the amounts shown (or any other amount) will be received. Accrued amounts are not covered by SIPC account protection until actually received and held in the Account. **AIP (Automatic Investment Plan) Customers:** Schwab receives remuneration in connection with certain transactions effected through Schwab. If you participate in a systematic investment program through Schwab, the additional information normally detailed on a trade confirmation will be provided upon request.

**Average Daily Balance:** Average daily composite of all cash balances that earn interest and all loans from Schwab that are charged interest. **Bank Sweep and Bank Sweep for Benefit Plans Features:** Schwab acts as your agent and custodian in establishing and maintaining your Deposit Account(s) as a feature of your brokerage Account(s). Deposit accounts held through these bank sweep features constitute direct obligations of one or more FDIC insured banks ("Program Banks") that are not obligations of Schwab. Funds swept to Program Banks are eligible for deposit insurance from the FDIC up to the applicable limits for each bank for funds held in the same insurable capacity. The balance in the Deposit Accounts can be withdrawn on your order and the proceeds returned to your brokerage Account or remitted to you as provided in your Account Agreement. For information on FDIC insurance and its limits, as well as other important disclosures about the bank sweep feature(s) in your Account(s), please refer to the Cash Features Disclosure Statement available online or from a Schwab representative. **Cash:** Any Free Credit Balance owed by us to you payable upon demand which, although accounted for on our books of record, is not segregated and may be used in the conduct of this firm's business. **Dividend Reinvestment Customers:** Dividend reinvestment transactions were effected by Schwab acting as a principal for its own account, except for the reinvestment of Schwab dividends, for which an independent broker-dealer acted as the buying agent. Further information on these transactions will be furnished upon written request. **Gain (or Loss):** Unrealized Gain or (Loss) and Realized Gain or (Loss) sections ("Gain/Loss Section(s)") contain a gain or a loss summary of your Account. This information has been provided on this statement at the request of your Advisor, if applicable. This information is not a solicitation or a recommendation to buy or sell. **Schwab does not provide tax advice and encourages you to consult with your tax professional. Please view the Cost Basis Disclosure Statement for additional information on how gain (or loss) is calculated and how Schwab reports adjusted cost basis information to the IRS.**

**Interest:** For the Schwab One Interest, Bank Sweep, and Bank Sweep for Benefit Plans features, interest is paid for a period that may differ from the Statement Period. Balances include interest paid as indicated on your statement by Schwab or one or more of its Program Banks. These balances do not include interest that may have accrued during the Statement Period after interest is paid. The interest paid may include interest that accrued in the prior Statement Period. For the Schwab One Interest feature, interest accrues daily from the second-to-last business day of the prior month and is posted on the second-to-last business day of the current month. For the Bank Sweep and Bank Sweep for Benefit Plans features, interest accrues daily from the 16th day of the prior month and is credited/posted on the first business day after the 15th of the current month. If, on any given day, the interest that Schwab calculates for the Free Credit Balances in the Schwab One Interest feature in your brokerage Account is less than \$.005, you will not accrue any interest on that day. For balances held at banks affiliated with Schwab in the Bank Sweep and Bank Sweep for Benefit Plans features, interest will accrue even if the amount is less than \$.005. **Margin Account Customers:** This is a combined statement of your margin account and special memorandum account maintained for you under Section 220.5 of Regulation T issued by the Board of Governors of the Federal Reserve System. The

permanent record of the separate account as required by Regulation T is available for your inspection. Securities purchased on margin are Schwab's collateral for the loan to you. It is important that you fully understand the risks involved in trading securities on margin. These risks include: 1) You can lose more funds than you deposit in the margin account; 2) Schwab can force the sale of securities or other assets in any of your account(s) to maintain the required account equity without contacting you; 3) You are not entitled to choose which assets are liquidated nor are you entitled to an extension of time on a margin call; 4) Schwab can increase its "house" maintenance margin requirements at any time without advance written notice to you. **Market Price:** The most recent price evaluation available to Schwab on the last business day of the report period, normally the last trade price or bid as of market close. 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This is the dollar value of your present holdings in your specified Schwab Account or a summary of the Market Value summed over multiple accounts. **Non-Publicly Traded Securities:** All assets shown on this statement, other than certain direct investments which may be held by a third party, are held in your Account. Values of certain Non-Publicly Traded Securities may be furnished by a third party as provided by Schwab's Account Agreement. Schwab shall have no responsibility for the accuracy or timeliness of such valuations. The Securities Investor Protection Corporation (SIPC) does not cover many limited partnership interests. **Schwab Sweep Money Funds:** Includes the primary money market funds into which Free Credit Balances may be automatically invested pursuant to your Account Agreement. Schwab or an affiliate acts and receives compensation as the Investment Advisor, Shareholder Service Agent and Distributor for the Schwab Sweep Money Funds. The amount of such compensation is disclosed in the prospectus. The yield information for Schwab Sweep Money Funds is the current 7-day yield as of the statement period. Yields vary. If on any given day, the accrued daily dividend for your selected sweep money fund as calculated for your account is less than 1/2 of 1 cent (\$.0005), your account will not earn a dividend for that day. In addition, if you do not accrue at least 1 daily dividend of \$.01 during a pay period, you will not receive a money market dividend for that period. Schwab and the Schwab Sweep Money Funds investment advisor may be voluntarily reducing a portion of a Schwab Sweep Money Fund's expenses. Without these reductions, yields would have been lower. **Securities Products and Services:** Securities products and services are offered by Charles Schwab & Co., Inc., **Member SIPC. 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Schwab One® Account of

CITRUS COUNTY COMMUNITY CHARIT

Statement Period

December 1-31, 2025

## Terms and Conditions (continued)

brokerage activity (other than an electronic fund transfer) you must notify us promptly, but no later than 10 days after this statement is sent or made available to you. If this statement shows that we have mailed or delivered security certificate(s) that you have not received, notify Schwab immediately. You may call us at 800-435-4000. (Outside the U.S., call +1-415-667-8400.) If you're a client of an independent investment advisor, call us at 800-515-2157. Any oral communications should be re-confirmed in writing to further protect your rights, including rights under the Securities Investor Protection Act (SIPA). If you do not so notify us, you agree that the statement activity and Account balance are correct for all purposes with respect to those brokerage transactions. **IN CASE OF COMPLAINTS:** If you have a complaint regarding your Schwab statement, products or services, please write to Client Service & Support at Charles Schwab & Co., Inc., P.O. Box 982603 El Paso, TX 79998-2603, or call customer service at **800-435-4000**. (Outside the U.S., call **+1-415-667-8400**.) If you're a client of an independent investment advisor, call us at 800-515-2157.

**Address Changes:** If you fail to notify Schwab in writing of any change of address or phone number, you may not receive important notifications about your Account, and trading or other restrictions might be placed on your Account. **Additional Information:** We are required by law to report to the Internal Revenue Service adjusted cost basis information (if applicable), certain payments to you and credits to your Account during the calendar year. Retain this statement for income tax purposes. A financial statement for your inspection is available at Schwab's offices or a copy will be mailed to you upon written request. Any third-party trademarks appearing herein are the property of their respective owners. Charles Schwab & Co., Inc., Charles Schwab Bank, Charles Schwab Premier Bank, and Charles Schwab Trust Bank are separate but affiliated companies and subsidiaries of the Charles Schwab Corporation. © 2026 Charles Schwab & Co., Inc. ("Schwab"). All rights reserved. **Member SIPC.** (O1CUSTNC) (0822-20UL)

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AFFP

0103 SACRN CCCC BD MTG 1/29

## Affidavit of Publication

STATE OF FLORIDA }  
COUNTY OF CITRUS } SS

Before the undersigned authority personally appeared Evelyn Larsen, who on oath says that she is a Legal Advertising Representative of the Citrus County Chronicle, a daily newspaper published at 2519 Hwy 44 W, Inverness, FL in Citrus County, Florida; that the attached copy of advertisement, being a legal notice in the matter of 0103 SACRN CCCC BD MTG 1/29, was published in said newspaper by print in the issues of January 03, 2026 or by publication on the newspaper's website, if authorized, on January 03, 2026.

Affiant further says that the newspaper complies with all legal requirements for publication in chapter 50, Florida Statutes.

Evelyn Larsen

Affiant

Sworn to and subscribed before me this 5th day of January 2026, by Evelyn Larsen who is personally known to me.

Maria A. Parks

Maria A. Parks, Notary Public 4/20/2029



MARIA A. PARKS  
Commission # HH 656337  
Expires April 20, 2029

### MEETING NOTICE

A meeting of the Board of Directors of the Citrus County Community Charitable Foundation, Inc. will be held on Thursday, January 29, 2026 at 6:00 pm in the Lecanto Government Building, Room 166, 3600 W Sovereign Path, Lecanto, FL 34461.

Meetings are open to the public and public input is welcome. Copies of the agenda for each meeting are available by emailing the Citrus County Community Charitable Foundation, Inc. Persons who require special accommodations under the American with Disabilities Act should contact the Citrus County Community Charitable Foundation, Inc. at [executivedirector@cccf.us](mailto:executivedirector@cccf.us). Additional information about the Foundation, Inc., and updates to meeting times, locations, or cancellations are available on the Foundation's website or by calling (352) 201-6142.

This notice informs and notifies the public that member(s) of the Citrus County Hospital Board may attend the above-listed meeting. The Citrus County Hospital Board will not vote or conduct business but may actively participate in the discussions.

Published January 3, 2026.

Publisher's Fee: \$ 14.47

50000880 50124445

Crystal Barton, Executive Director  
CITRUS COUNTY COMMUNITY  
CHARITABLE FOUNDATION  
PO BOX 2706  
INVERNESS, FL 34451



**CITRUS COUNTY COMMUNITY CHARITABLE FOUNDATION, INC.  
MONTHLY MEETING AGENDA**

**December 11, 2025**

**Mission Statement:** The CCCCCF, Inc., is a non-profit 501(C)(3) entity, whose purpose is to award grants to groups and organizations that establish programs, research, or initiatives that promote the health or satisfy the medical needs of the residents of Citrus County, FL.

I. Call to Order : **6:00 pm**

II. Welcome

- a. Moment of Silence
- b. Pledge of Allegiance

III. Attendance/Quorum

- a. Directors Present/Absent: **FDiPiazza, MFallows, RHolmes, PThomas, SWarden, GGuidash, LCalodney, HDavis**
- b. Quorum: Yes
- c. Legal Counsel: JRey
- d. Staff/Independent Consultants: CBarton

IV. Legal Notice

Published on November 13, 2025 **(1)**

V. Approval of Meeting Agenda

- a. Changes or Modifications to Agenda (if any)

**Motion to Approve the Agenda with the following additions brought by PThomas with a 2<sup>nd</sup> by SWarden and the vote being 8 for and 0 against the Motion.**

*Under New Business Add*

- 1. *Amended Restated ByLaws of CCCCCF **(5)***

**Motion to Approve the Amended Restated ByLaws brought by HDavis with a 2<sup>nd</sup> by GGuidash and the vote being 8 for and 0 against the Motion.**

- 2. *Fund Raising Committee Policies and Procedures Manual for CCCCCF **(6)***
- 3. *Resolution Approving 2025-2026 Final Budget **(7)***

**Motion to Ratify the Resolution Approving 2025-2026 Final Budget brought by PThomas with a 2<sup>nd</sup> by HDavis and the vote being 8 for and 0 against the Motion.**

- 4. *Resolution- Final FY 24-25 Budget Amendment **(8)***

**Motion to Approve the Resolution- Final FY 24-25 Budget Amendment s brought by GGuidash with a 2<sup>nd</sup> by SWarden and the vote being 8 for and 0 against the Motion.**



**CITRUS COUNTY COMMUNITY CHARITABLE FOUNDATION, INC.**  
**MONTHLY MEETING AGENDA**  
**December 11, 2025**

5. *CCCCF Memo of Understanding for Nature Coast Volunteer Center (9)*

**Motion to Approve the CCCCCF Memo of Understanding for Nature Coast Volunteer Center brought by MFallows with a 2<sup>nd</sup> by HDavis and the vote being 8 for and 0 against the Motion.**

6. *Crystal Barton Contract Amendment (10)*

**Motion to Approve the Crystal Barton Contract Amendment brought by HDavis with a 2<sup>nd</sup> by SWarden and the vote being 8 for and 0 against the Motion.**

7. *Casa Request (11)*

**Motion to Approve the Emergency 1- time Grant Allocation to anyone with a current grant agreement who is experiencing a reduction in Federal funding brought by PThomas with a 2<sup>nd</sup> by SWarden and the vote being 8 for and 0 against the Motion.**

8. *Twisted Arts Sponsorship Request (12)*

**Motion to Approve the Twisted Arts Sponsorship in the amount of \$5,000 Request brought by PThomas with a 2<sup>nd</sup> by LCalodney and the vote being 8 for and 0 against the Motion.**

b. Poll / Disclosure of Conflicts of Interest (if any): N/A

VI. Public Comment

(3 minutes for an individual; 5 minutes for organization/group representation)

VII. Executive Director's Report

VIII. Consent Agenda

- a. Approval of November 20, 2025 Meeting Minutes (2)
- b. November 2025 Statement of Financial Position (For Acceptance) (3)
- c. November 2025 Statement of Activities (For Approval)
- d. November 2025 Budget v. Actual (For Acceptance)
- e. November 2025 Check Register (For Acceptance)
- f. Authorization of Payments (For Approval)

**Motion to Approve the Consent Agenda with the following additions brought by HDavis with a 2<sup>nd</sup> by LCalodney and the vote being 8 for and 0 against the Motion.**

IX. Unfinished

X. New Business

XI. Committee Reports

- a. Investment Committee
  - i. November 2025 Schwab Statement (4)

**CITRUS COUNTY COMMUNITY CHARITABLE FOUNDATION, INC.**  
**MONTHLY MEETING AGENDA**  
**December 11, 2025**

- b. Grants Committee
- c. Personnel Committee
- d. Fund Raising/ Ad Hoc Committee

XII. Legal Counsel

XIII. Public Comment

(3 minutes for an individual; 5 minutes for organization/group representation)

XIV. Next Meeting Dates

- a. Regular Meeting of the Board, January 29, 2026
- b. Grants Committee- January 29, 2026
- c. Investment Committee TBD
- d. Personnel Committee TDB- September 2026
- e. AdHoc- Fund Raising Committee- January 29, 2026

XV. Adjourn: 6:52 pm

## CITRUS COUNTY COMMUNITY CHARITABLE FOUNDATION, INC.

01/15/26

## Statement of Activities by Class

Accrual Basis

October through December 2025

	Operating Fund	Principal Fund	TOTAL
<b>Ordinary Income/Expense</b>			
Income			
Unexpended Funds Rolled Over	1,175,249.62	0.00	1,175,249.62
Assets released from restrictio	1,296,488.10	0.00	1,296,488.10
<b>Total Income</b>	<b>2,471,737.72</b>	<b>0.00</b>	<b>2,471,737.72</b>
<b>Expense</b>			
<b>OPERATING EXPENDITURES</b>			
Advertising			
Community Events	12,000.00	0.00	12,000.00
Meeting Notice	242.57	0.00	242.57
Website	300.00	0.00	300.00
<b>Total Advertising</b>	<b>12,542.57</b>	<b>0.00</b>	<b>12,542.57</b>
Contract Services			
Legal Fees	7,500.00	0.00	7,500.00
Accounting Fees	4,410.00	0.00	4,410.00
<b>Total Contract Services</b>	<b>11,910.00</b>	<b>0.00</b>	<b>11,910.00</b>
Operations			
Bank Charges	5.65	0.00	5.65
Books, Subscriptions, Reference	30.00	0.00	30.00
Office Expense	468.40	0.00	468.40
Software	458.97	0.00	458.97
Supplies	159.26	0.00	159.26
Telephone & Internet	369.09	0.00	369.09
Payroll Expenses			
Payroll Taxes	1,057.91	0.00	1,057.91
Payroll Wages	13,828.86	0.00	13,828.86
Payroll Expenses - Other	46.50	0.00	46.50
<b>Total Payroll Expenses</b>	<b>14,933.27</b>	<b>0.00</b>	<b>14,933.27</b>
<b>Total Operations</b>	<b>16,424.64</b>	<b>0.00</b>	<b>16,424.64</b>
Insurance			
General Liability	1,628.28	0.00	1,628.28
<b>Total Insurance</b>	<b>1,628.28</b>	<b>0.00</b>	<b>1,628.28</b>
<b>Total OPERATING EXPENDITURES</b>	<b>42,505.49</b>	<b>0.00</b>	<b>42,505.49</b>
<b>Total Expense</b>	<b>42,505.49</b>	<b>0.00</b>	<b>42,505.49</b>
<b>Net Ordinary Income</b>	<b>2,429,232.23</b>	<b>0.00</b>	<b>2,429,232.23</b>
<b>Other Income/Expense</b>			
Other Income			
Interest Income	0.00	1.17	1.17
Interest-Investments	0.00	157,397.76	157,397.76
Realized Gain (Loss) on Sale	0.00	41,772.23	41,772.23
Market Change	0.00	117,259.91	117,259.91
<b>Total Other Income</b>	<b>0.00</b>	<b>316,431.07</b>	<b>316,431.07</b>
<b>Net Other Income</b>	<b>0.00</b>	<b>316,431.07</b>	<b>316,431.07</b>
<b>Net Income</b>	<b>2,429,232.23</b>	<b>316,431.07</b>	<b>2,745,663.30</b>

## CITRUS COUNTY COMMUNITY CHARITABLE FOUNDATION, INC.

01/15/26

## Statement of Activities

Accrual Basis

October through December 2025

	Oct - Dec 25
Ordinary Income/Expense	
Income	
Unexpended Funds Rolled Over	1,175,249.62
Assets released from restrictio	1,296,488.10
Total Income	2,471,737.72
Expense	
OPERATING EXPENDITURES	
Advertising	
Community Events	12,000.00
Meeting Notice	242.57
Website	300.00
Total Advertising	12,542.57
Contract Services	
Legal Fees	7,500.00
Accounting Fees	4,410.00
Total Contract Services	11,910.00
Operations	
Bank Charges	5.65
Books, Subscriptions, Reference	30.00
Office Expense	468.40
Software	458.97
Supplies	159.26
Telephone & Internet	369.09
Payroll Expenses	
Payroll Taxes	1,057.91
Payroll Wages	13,828.86
Payroll Expenses - Other	46.50
Total Payroll Expenses	14,933.27
Total Operations	16,424.64
Insurance	
General Liability	1,628.28
Total Insurance	1,628.28
Total OPERATING EXPENDITURES	42,505.49
Total Expense	42,505.49
Net Ordinary Income	2,429,232.23
Other Income/Expense	
Other Income	
Interest Income	1.17
Interest-Investments	157,397.76
Realized Gain (Loss) on Sale	41,772.23
Market Change	117,259.91
Total Other Income	316,431.07
Net Other Income	316,431.07
Net Income	2,745,663.30



## CITRUS COUNTY COMMUNITY CHARITABLE FOUNDATION, INC.

## Statement of Financial Position

01/15/26

Accrual Basis

As of December 31, 2025

	Dec 31, 25
<b>ASSETS</b>	
Current Assets	
Checking/Savings	
Cash & cash equivalents	
Operating - checking	37,041.71
Investment - cash	410.61
Total Cash & cash equivalents	37,452.32
Total Checking/Savings	37,452.32
Total Current Assets	37,452.32
Other Assets	
Investment securities	
Schwab Exchange Traded Funds	15,835,817.75
Total Investment securities	15,835,817.75
Total Other Assets	15,835,817.75
<b>TOTAL ASSETS</b>	<b>15,873,270.07</b>
<b>LIABILITIES &amp; EQUITY</b>	
Liabilities	
Current Liabilities	
Credit Cards	
Bancorp South	279.97
Total Credit Cards	279.97
Total Current Liabilities	279.97
Total Liabilities	279.97
Equity	
Net Assets	
Without Donor Restriction-Grant	2,263,064.72
Without Donor Restriction-Oper	208,673.00
With Donor Restrictions	10,655,589.08
Total Net Assets	13,127,326.80
Net Income	2,745,663.30
Total Equity	15,872,990.10
<b>TOTAL LIABILITIES &amp; EQUITY</b>	<b>15,873,270.07</b>

## CITRUS COUNTY COMMUNITY CHARITABLE FOUNDATION, INC.

1/19/2026 9:12 AM

Register: Cash &amp; cash equivalents:Operating - checking

From 12/11/2025 through 01/29/2026

Sorted by: Date, Type, Number/Ref

Date	Number	Payee	Account	Memo	Payment	C	Deposit	Balance
12/11/2025	2009	NAMI Citrus, Inc	OPERATING EXPEN...	Gold Sponsors...	1,500.00	X		58,205.41
12/11/2025	2010	Citrus County Family...	OPERATING EXPEN...	Silver Lace Sp...	7,500.00			50,705.41
12/11/2025	2011	Habitat for Humanity	OPERATING EXPEN...	Bronze Sponso...	3,000.00	X		47,705.41
12/11/2025		QuickBooks Payroll ...	-split-	Created by Pay...	2,233.13	X		45,472.28
12/12/2025		QuickBooks Payroll ...	OPERATING EXPEN...	Created by Dir...	5.25	X		45,467.03
12/12/2025			OPERATING EXPEN...	Service Charge	5.30	X		45,461.73
12/12/2025	ACH	BanCorpSouth	Bancorp South	Confirmation n...	1,315.72	X		44,146.01
12/12/2025	E-pay	United States Treasury	-split-	47-2548516 Q...	369.12	X		43,776.89
12/12/2025	DD1164	Crystal A Barton	-split-	Direct Deposit		X		43,776.89
12/15/2025	ACH	Nature Coast Web D...	OPERATING EXPEN...	Direct Deposit	100.00	X		43,676.89
12/15/2025	ACH	The Hogan Law Firm	OPERATING EXPEN...	November	2,500.00	X		41,176.89
12/15/2025	ACH	Wells Business Solut...	OPERATING EXPEN...	28182	1,470.00	X		39,706.89
12/24/2025		QuickBooks Payroll ...	-split-	Created by Pay...	2,287.46	X		37,419.43
12/26/2025	E-pay	United States Treasury	-split-	47-2548516 Q...	378.16	X		37,041.27
12/26/2025	DD1165	Crystal A Barton	-split-	Direct Deposit		X		37,041.27
12/31/2025			Interest Income	Interest		X	0.44	37,041.71
01/05/2026	E-pay	Florida U.C. Fund	-split-	3635728 QB T...				37,041.71
01/08/2026		QuickBooks Payroll ...	-split-	Created by Pay...	2,287.46			34,754.25
01/09/2026	ACH	BanCorpSouth	Bancorp South	Confirmation n...	206.01			34,548.24
01/09/2026	E-pay	United States Treasury	-split-	47-2548516 Q...	378.16			34,170.08
01/09/2026	DD1166	Crystal A Barton	-split-	Direct Deposit		X		34,170.08
01/14/2026		QuickBooks Payroll ...	OPERATING EXPEN...	Created by Dir...	5.25			34,164.83
01/15/2026	To Print	Mariner Institutional ...	-split-	October, Nove...	5,250.00			28,914.83
01/15/2026	To Print	Nature Coast Web D...	OPERATING EXPEN...	Direct Deposit	100.00			28,814.83
01/15/2026	To Print	The Hogan Law Firm	OPERATING EXPEN...	November	2,500.00			26,314.83
01/15/2026	To Print	Wells Business Solut...	OPERATING EXPEN...	28182	1,470.00			24,844.83
01/22/2026		QuickBooks Payroll ...	-split-	Created by Pay...	2,287.48			22,557.35
01/23/2026	E-pay	United States Treasury	-split-	47-2548516 Q...	378.12			22,179.23
01/23/2026	DD1167	Crystal A Barton	-split-	Direct Deposit		X		22,179.23
01/29/2026	2012	Twisted Arts Initiative	OPERATING EXPEN...		5,000.00			17,179.23



Dear Citrus County Charitable Foundation board members,

On behalf of Citrus Abuse Shelter, CASA, I am submitting this letter in a dire request for additional funding to continue the mental health provider services through the end of May 2026. This is in addition to the 2025-2026 funding cycle approved award of \$30,000. After the estimated cost of the program for the year was communicated in the grant application, the provider increased their cost significantly October 1, 2025, causing the budget to be at a large shortfall. We are requesting an additional \$30,800. To date, the remaining funding will support services provided through January. With an average cost of services being \$7,700 a month, serving 48 individuals, the requested amount would ensure that these cherished and critical services would not have to be discontinued.

We recognize this is a significant request of the foundation. Unfortunately, due to recent federal funding reductions, a \$290,000 decrease in VOCA funding, this has placed even basic shelter operational costs at risk for CASA. The goal long term is still to assume funding responsibility for the mental health services as the agency did several years ago however the communication that has been made is that is not to be expected until 2028 now.

Your investment in this project has impacted 72 individuals within the community in an incredibly powerful way, and we want to extend our sincerest appreciation.

We appreciate your consideration of this request. Please contact me directly at 352-344-8111 or [rherzek@casaf1.org](mailto:rherzek@casaf1.org) with any questions or for additional documentation.

Sincerely,

A handwritten signature in black ink that reads "Rane A Herzek". The signature is fluid and cursive, with the first name "Rane" being more prominent.

Rane A Herzek

CEO





JAMES UTHMEIER  
ATTORNEY GENERAL  
STATE OF FLORIDA

OFFICE OF THE ATTORNEY GENERAL  
Associate Deputy Attorney General  
for Criminal Justice Programs

Joseph Spataro  
PL-01 The Capitol  
Tallahassee, FL 32399-1050  
Phone (850) 414-3300  
Fax (850) 487-2564  
<https://www.myfloridalegal.com>

September 9, 2025

Dear current subgrantee:

I am writing to solicit your input regarding the Office of the Attorney General's (OAG) 2025-2026 Victims of Crime Act (VOCA) grant awards. As you know from previous correspondence, Florida's VOCA allocation has decreased annually for several years and will continue to decrease for several more years. This office has fought to maintain funding levels for the last several years, but funding will decrease this year.

The OAG will distribute the 2022 VOCA allocation of \$91,878,955 in the 2025-2026 fiscal year. Over the next several years, the OAG will distribute Florida's 2023 and 2024 awards of \$87,867,754 and \$50,740,661, respectively. The Department of Justice has not awarded the 2025 grant yet, but the OAG anticipates receiving \$84,904,557. With your input, the OAG hopes to maximize the amount of funds that will be available to maintain services during the 2027-2028 fiscal year, when we anticipate distributing the 2024 award, which is 42% less than the 2023 award.

The last time grant awards were decreased, from the 2022-2023 fiscal year to the 2023-2024 fiscal year, the OAG's calculation included a review of projected spending by subgrantees. This year, we are considering several options to determine the most efficient use of these valuable funds. This includes, but is not limited to, reviewing projected spending and spending history (has the subgrantee utilized its entire award in previous years), as well as the size of the award, which would apply to smaller grants (is a subgrantee's award an amount where any cut would make the grant unusable).

We know every VOCA dollar is valuable and necessary, which is why we welcome your input on the process. And we think it prudent to make adequate plans to accommodate expected decreases in the future. If you wish to offer your suggestions, please send correspondence to [contact.voca@myfloridalegal.com](mailto:contact.voca@myfloridalegal.com), with the subject "25-26 grant decrease input", by the close of business on Tuesday, September 16, 2025.



Thank you for your continued efforts in the field of victim services.

Sincerely,

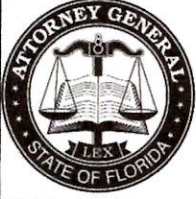
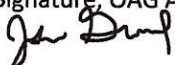
Joseph Spataro  
Associate Deputy Attorney General



**Office of the Attorney General  
Grant Award Project Summary**


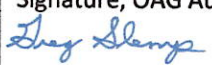
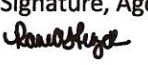
	Office of the Attorney General Division of Victim Services Bureau of Advocacy and Grants Management PL-01 The Capitol Tallahassee, Florida 32399-1050	<b>Office of the Attorney General Victims of Crime Act Grant</b>		<b>2022-2023</b>
Subrecipient Name and Address Citrus County Abuse Shelter Association Inc PO Box 205 Inverness, Florida 34451-0205		OAG Grant Number  VOCA-2022-751		
Subrecipient DUNS Number <b>849769914</b>		Project Period: From 10/1/2022 To 9/30/2023		
Subrecipient IRS/Vendor/FEIN Number <b>592335910</b>		Budget Period: From 10/1/2022 To 9/30/2023		
Project Title OVC FY 18 VOCA Victim Assistance Formula OVC FY 19 VOCA Victim Assistance Formula OVC FY 20 VOCA Victim Assistance Formula		Award Date <b>10/01/2022</b>	Award is R&D (Y/N) <b>No</b>	
		Federal Indirect Cost Rate or De Minimis Rate <b>NA</b>		
Previous Award Amount <b>\$0.00</b>		Amount of this Award <b>\$670,810.00</b>	Total Award <b>\$670,810.00</b>	
Special Conditions The above grant project is approved subject to such conditions or limitations as are set forth in the Office of the Attorney General contract.				
Catalog of Domestic Federal Assistance (CFDA Number) <b>16.575 – Crime Victim Assistance</b>				
Summary Description of Project This grant award provides funds from the Crime Victims Fund to enhance crime victim services in the State of Florida. Victims of Crime Act (VOCA) assistance funds are typically competitively awarded by the Office of the Attorney General to public agencies and/or local, not-for-profit organizations that provide direct services to crime victims.				
Federal Award Agency U.S. Department of Justice Office of Justice Programs Office for Victims of Crime		OVC Project Period, Award Date  2018-2019: From 10/1/2017 to 9/30/2023 2019-2020: From 10/1/2018 to 9/30/2023		
OVC Federal Award Number 2018-V2-GX-0018 - Awarded 08-09-2018 2019-V2-GX-0047 - Awarded 09-13-2019		OVC Total Award to OAG <b>\$210,755,732</b> <b>\$143,823,948</b>		
OAG Staff Contact Christina Harris, Bureau Chief (850) 414-3380		Bureau Contact <a href="mailto:contact.voca@myfloridalegal.com">contact.voca@myfloridalegal.com</a> (850) 414-3380		
Signature, OAG Authorizing Official, Date		Signature, Agency Executive Director, Date		
<i>Richard Martin</i> <div style="text-align: right;">Nov 10, 2022</div>		 <div style="text-align: right;">Nov 10, 2022</div>		

# Office of the Attorney General Grant Award Project Summary

	Office of the Attorney General Division of Victim Services Bureau of Advocacy and Grants Management PL-01 The Capitol Tallahassee, Florida 32399-1050	<b>Office of the Attorney General Victims of Crime Act Grant</b>	<b>2024-2025</b>
Subrecipient Name and Address Citrus County Abuse Shelter Association Inc. P.O. Box 205 Inverness, Florida 34451-0205		OAG Grant Number  VOCA-C-2024-Citrus County Abuse Shelter Asso-00053	
Subrecipient UEI Number WKSDMMLU6FX6		Project Period: From 10/1/2024 To 9/30/2025	
Subrecipient IRS/Vendor/FEIN Number 59-2335910		Budget Period: From 10/1/2024 To 9/30/2025	
Project Title OVC FY 20 VOCA Victim Assistance Formula OVC FY 21 VOCA Victim Assistance Formula		Award Date 10/1/2024	Award is R&D (Y/N) No
Previous Award Amount \$0.00	Amount of this Award \$532,028.00	Total Award \$532,028.00	
Special Conditions The above grant project is approved to such conditions or limitations as are set forth in the Office of the Attorney General contract.			
Catalog of Domestic Federal Assistance (CFDA Number) 16.575 - Crime Victim Assistance			
Summary Description of Project This grant award provides funds from the Crime Victims Fund to enhance crime victim services in the State of Florida. Victims of Crime Act (VOCA) assistance funds are typically competitively awarded by the Office of the Attorney General to public agencies and/or local, not-for-profit organizations that provide direct services to crime victims.			
Federal Award Agency U.S. Department of Justice Office of Justice Programs Office for Victims of Crime		OVC Project Period, Award Date 2020-2021: From 10/1/2019 to 9/30/2025 2021-2022: From 10/1/2020 to 9/30/2025	
OVC Federal Award Number 2020-V2-GX-0052 - Awarded 9-17-2020 2021-15POVC-21-GG-00618-ASSI Awarded 09-16-2021		OVC Total Award to OAG \$106,717,018 \$66,670,292	
OAG Staff Contact Christina Harris, Bureau Chief (850) 414-3380		Bureau Contact <a href="mailto:contact.voca@myfloridalegal.com">contact.voca@myfloridalegal.com</a> (850) 414-3380	
Signature, OAG Authorizing Official, Date  Oct 15, 2024		Signature, Agency Executive Director, Date	



# Office of the Attorney General Grant Award Project Summary

 <p>Office of the Attorney General Division of Victim Services Bureau of Advocacy and Grants Management PL-01 The Capitol Tallahassee, Florida 32399-1050</p>	<p><b>Office of the Attorney General Victims of Crime Act Grant</b></p>		<p><b>2025-2026</b></p>
<p>Subrecipient Name and Address Citrus County Abuse Shelter Association Inc. P.O. Box 205 Inverness, Florida 34451-0205</p>	<p>OAG Grant Number  VOCA-C-2025-Citrus County Abuse Shelter Asso-00154</p>		
<p>Subrecipient UEI Number WKSDMMLU6FX6</p>	<p>Project Period: From 10/1/2025 To 9/30/2026</p>		
<p>Subrecipient IRS/Vendor/FEIN Number 59-2335910</p>	<p>Budget Period: From 10/1/2025 To 9/30/2026</p>		
<p>Project Title OVC FY 21 VOCA Victim Assistance Formula OVC FY 22 VOCA Victim Assistance Formula</p>	<p>Award Date 10/1/2025</p>	<p>Award is R&amp;D (Y/N) No</p>	
<p>Previous Award Amount \$0.00</p>	<p>Amount of this Award \$509,416.00</p>	<p>Total Award \$509,416.00</p>	
<p>Special Conditions The above grant project is approved to such conditions or limitations as are set forth in the Office of the Attorney General contract.</p>			
<p>Catalog of Domestic Federal Assistance (CFDA Number) 16.575 - Crime Victim Assistance</p>			
<p>Summary Description of Project This grant award provides funds from the Crime Victims Fund to enhance crime victim services in the State of Florida. Victims of Crime Act (VOCA) assistance funds are typically competitively awarded by the Office of the Attorney General to public agencies and/or local, not-for-profit organizations that provide direct services to crime victims.</p>			
<p>Federal Award Agency U.S. Department of Justice Office of Justice Programs Office for Victims of Crime</p>	<p>OVC Project Period, Award Date 2021-2022: From 10/1/2020 to 9/30/2026 2022-2023: From 10/1/2021 to 9/30/2026</p>		
<p>OVC Federal Award Number 2021-15POVC-21-GG-00618-ASSI Awarded 09-16-2021 2022-15POVC-22-GG-00725-ASSI Awarded 08-25-2022</p>	<p>OVC Total Award to OAG \$66,670,292 \$91,878,955</p>		
<p>OAG Staff Contact Christina Harris, Bureau Chief (850) 414-3380</p>	<p>Bureau Contact <a href="mailto:contact.voca@myfloridalegal.com">contact.voca@myfloridalegal.com</a> (850) 414-3380</p>		
<p>Signature, OAG Authorizing Official, Date  Nov 7, 2025</p>	<p>Signature, Agency Executive Director, Date  Oct 1, 2025</p>		

49. This Agreement and its Attachments contain all the terms and conditions agreed upon by the parties.

#### CONTACT PERSONS

50. The contact person for CASA for this Agreement is Rane A Herzek. The representative of the Provider responsible for the administration of the services provided under this Agreement is, Heather M Johnson MSN, APRN, PMHNP-BC. In the event different representatives are designated by either party after the execution of this Agreement, notice of the name and address of the new representative will be provided in writing to the other party and said notification shall be attached to the originals of this Agreement.
51. All notices required or desired to be sent to either party shall be sent to the following respective addresses:

**Citrus County Abuse Shelter Association, Inc.**

Rane A Herzek, CEO  
PO Box 205  
Inverness, Florida 34451  
Telephone (352) 344-8111  
Fax (352) 344-0548

**Mending Mee Psychiatry LLC**

Heather M Johnson MSN, APRN, PMHNP-BC  
5973 S Suncoast Blvd.  
Homosassa, Florida 34446-2607  
Cell (352)-699-1424  
Heather@MendingMeePsychiatry.com

~~Fax #1 (941) 885-1982 HML~~

Fax #2 (352)-204-1611 \_\_\_\_\_ please use

**IN WITNESS WHEREOF**, the parties have caused this Agreement to be executed by their undersigned officials as duly authorized.

**PROVIDER:** Mending Mee Psychiatry LLC

Signature: \_\_\_\_\_

Typed Name: Heather M Johnson MSN APRN PMHNP-BC

**Citrus County Abuse Shelter Association, Inc.:**

Signature: \_\_\_\_\_

Typed Name: Rane A. Herzek CEO





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National Children's Alliance®  
Accredited Member

1410 S. Lecanto Highway • Lecanto • Florida 34461

Phone: 352/270-8814 • Facsimile: 352/270-8816

[www.jessiesplacecitrus.org](http://www.jessiesplacecitrus.org)

Citrus County Community Charitable Foundation  
PO Box 2706  
Inverness, FL 34451-2706  
Attention: Crystal Barton, Executive Director

Re: Emergency Grant Cycle Funding Request

Ms. Barton:

Jessie's Place is hereby requesting consideration for funding in the current emergency grant cycle. Since the 2022-2023 fiscal year, Jessie's Place has realized a 65% reduction in our federal funding. Our total loss over the last four years equates to more than \$567,032.00. This fiscal year, our federal funding was reduced by \$3,853.00

Our state funding is all managed and distributed by the Florida Network of Child Advocacy Centers, but it is allocated from different "funding pots." One pot is recurring general revenue (identified as GR funding) which has been reduced by \$33,956.00 since 2022-2023 fiscal year. The other pot is non-recurring appropriations (identified as BTG funding) which have been reduced by \$46,907.00 or more than 23.5% over the last fiscal year. For the 2025-2026 fiscal year, we have realized a net loss in state funding of \$43,799.00.


This year, our state and federal funding was reduced by \$47,652.00. Over the past four years we have managed state and federal funding reductions of more than \$419,655.00.

We truly appreciate the Foundation's commitment to our community and recognizing the needs of your grantees. Any contribution Jessie's Place receives from the Foundation will be used to cover unfunded personnel costs.

Thank you for your time and consideration.

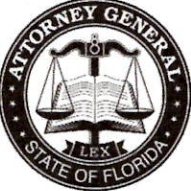

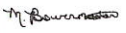
Melissa Bowermaster  
Executive Director

**Office of the Attorney General  
Grant Award Project Summary**

	Office of the Attorney General Division of Victim Services Bureau of Advocacy and Grants Management PL-01 The Capitol Tallahassee, Florida 32399-1050	<b>Office of the Attorney General Victims of Crime Act Grant</b>		<b>2022-2023</b>
Subrecipient Name and Address Citrus County Children's Advocacy Center, Inc. 1410 S Lecanto Highway Lecanto, Florida 34461-9015		OAG Grant Number  <b>VOCA-2022-752</b>		
Subrecipient DUNS Number <b>940227874</b>		Project Period: From 10/1/2022 To 9/30/2023		
Subrecipient IRS/Vendor/FEIN Number <b>205494335</b>		Budget Period: From 10/1/2022 To 9/30/2023		
Project Title OVC FY 18 VOCA Victim Assistance Formula OVC FY 19 VOCA Victim Assistance Formula OVC FY 20 VOCA Victim Assistance Formula		Award Date <b>10/01/2022</b>	Award is R&D (Y/N) <b>No</b>	
		Federal Indirect Cost Rate or De Minimis Rate <b>NA</b>		
Previous Award Amount <b>\$0.00</b>		Amount of this Award <b>\$375,588.00</b>	Total Award <b>\$375,588.00</b>	
Special Conditions The above grant project is approved subject to such conditions or limitations as are set forth in the Office of the Attorney General contract.				
Catalog of Domestic Federal Assistance (CFDA Number) <b>16.575 – Crime Victim Assistance</b>				
Summary Description of Project This grant award provides funds from the Crime Victims Fund to enhance crime victim services in the State of Florida. Victims of Crime Act (VOCA) assistance funds are typically competitively awarded by the Office of the Attorney General to public agencies and/or local, not-for-profit organizations that provide direct services to crime victims.				
Federal Award Agency U.S. Department of Justice Office of Justice Programs Office for Victims of Crime		OVC Project Period, Award Date  2018-2019: From 10/1/2017 to 9/30/2023 2019-2020: From 10/1/2018 to 9/30/2023		
OVC Federal Award Number 2018-V2-GX-0018 - Awarded 08-09-2018 2019-V2-GX-0047 - Awarded 09-13-2019		OVC Total Award to OAG <b>\$210,755,732</b> <b>\$143,823,948</b>		
OAG Staff Contact Christina Harris, Bureau Chief (850) 414-3380		Bureau Contact <a href="mailto:contact.voca@myfloridalegal.com">contact.voca@myfloridalegal.com</a> (850) 414-3380		
Signature, OAG Authorizing Official, Date  <i>Richard Martin</i> Nov 10, 2022		Signature, Agency Executive Director, Date  <i>Melissa Bowermaster</i> Nov 12, 2022		

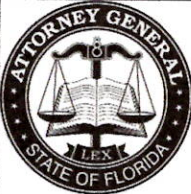




# Office of the Attorney General Grant Award Project Summary



 <p>Office of the Attorney General Division of Victim Services Bureau of Advocacy and Grants Management PL-01 The Capitol Tallahassee, Florida 32399-1050</p>	<p><b>Office of the Attorney General Victims of Crime Act Grant</b></p>		<p><b>2023-2024</b></p>
<p>Subrecipient Name and Address Citrus County Children's Advocacy Center, Inc. d/b/a Jessie's Place 1410 S Lecanto Highway Lecanto, Florida 34461-9015</p>	<p>OAG Grant Number  VOCA-C-2023-Citrus County Children's Advocac-00221</p>		
<p>Subrecipient DUNS Number 94-022-7874</p>	<p>Project Period: From 10/1/2023 To 9/30/2024</p>		
<p>Subrecipient IRS/Vendor/FEIN Number 20-5494335</p>	<p>Budget Period: From 10/1/2023 To 9/30/2024</p>		
<p>Project Title OVC FY 20 VOCA Victim Assistance Formula OVC FY 21 VOCA Victim Assistance Formula</p>	<p>Award Date 10/01/2023</p>	<p>Award is R&amp;D (Y/N) No</p>	
<p>Previous Award Amount \$0.00</p>	<p>Amount of this Award \$294,065.00</p>	<p>Total Award \$294,065.00</p>	
<p>Special Conditions The above grant project is approved to such conditions or limitations as are set forth in the Office of the Attorney General contract.</p>			
<p>Catalog of Domestic Federal Assistance (CFDA Number) 16.575 - Crime Victim Assistance</p>			
<p>Summary Description of Project This grant award provides funds from the Crime Victims Fund to enhance crime victim services in the State of Florida. Victims of Crime Act (VOCA) assistance funds are typically competitively awarded by the Office of the Attorney General to public agencies and/or local, not-for-profit organizations that provide direct services to crime victims.</p>			
<p>Federal Award Agency U.S. Department of Justice Office of Justice Programs Office for Victims of Crime</p>	<p>OVC Project Period  2020-2021: From 10/1/2019 to 9/30/2024 2021-2022: From 10/1/2020 to 9/30/2024</p>		
<p>OVC Federal Award Number 2020-V2-GX-0052 - Awarded 9-17-2020 2021-15POVC-21-GG-00618-ASSI Awarded 09-16-2021</p>	<p>OVC Total Award to OAG \$106,717,018 \$66,670,292</p>		
<p>OAG Staff Contact Christina Harris, Bureau Chief (850) 414-3380</p>	<p>Bureau Contact <a href="mailto:contact.voca@myfloridalegal.com">contact.voca@myfloridalegal.com</a> (850) 414-3380</p>		
<p>Signature, OAG Authorizing Official, Date  Aug 28, 2023</p>	<p>Signature, Agency Executive Director, Date  Aug 30, 2023</p>		



# Office of the Attorney General Grant Award Project Summary

 <p>Office of the Attorney General Division of Victim Services Bureau of Advocacy and Grants Management PL-01 The Capitol Tallahassee, Florida 32399-1050</p>	<p><b>Office of the Attorney General Victims of Crime Act Grant</b></p>		<p><b>2024-2025</b></p>
<p>Subrecipient Name and Address Citrus County Children's Advocacy Center, Inc. d/b/a Jessie's Place 1410 S Lecanto Highway Lecanto, Florida 34461-9015</p>	<p>OAG Grant Number  VOCA-C-2024-Citrus County Children's Advocac-00119</p>		
<p>Subrecipient UEI Number VL3QKQRX8UM4</p>	<p>Project Period: From 10/1/2024 To 9/30/2025</p>		
<p>Subrecipient IRS/Vendor/FEIN Number 20-5494335</p>	<p>Budget Period: From 10/1/2024 To 9/30/2025</p>		
<p>Project Title OVC FY 20 VOCA Victim Assistance Formula OVC FY 21 VOCA Victim Assistance Formula</p>	<p>Award Date 10/1/2024</p>	<p>Award is R&amp;D (Y/N) No</p>	
<p>Previous Award Amount \$0.00</p>	<p>Amount of this Award \$134,760.00</p>	<p>Total Award \$134,760.00</p>	
<p>Special Conditions The above grant project is approved to such conditions or limitations as are set forth in the Office of the Attorney General contract.</p>			
<p>Catalog of Domestic Federal Assistance (CFDA Number) 16.575 - Crime Victim Assistance</p>			
<p>Summary Description of Project This grant award provides funds from the Crime Victims Fund to enhance crime victim services in the State of Florida. Victims of Crime Act (VOCA) assistance funds are typically competitively awarded by the Office of the Attorney General to public agencies and/or local, not-for-profit organizations that provide direct services to crime victims.</p>			
<p>Federal Award Agency U.S. Department of Justice Office of Justice Programs Office for Victims of Crime</p>	<p>OVC Project Period, Award Date 2020-2021: From 10/1/2019 to 9/30/2025 2021-2022: From 10/1/2020 to 9/30/2025</p>		
<p>OVC Federal Award Number 2020-V2-GX-0052 - Awarded 9-17-2020 2021-15POVC-21-GG-00618-ASSI Awarded 09-16-2021</p>	<p>OVC Total Award to OAG \$106,717,018 \$66,670,292</p>		
<p>OAG Staff Contact Christina Harris, Bureau Chief (850) 414-3380</p>	<p>Bureau Contact <a href="mailto:contact.voca@myfloridalegal.com">contact.voca@myfloridalegal.com</a> (850) 414-3380</p>		
<p>Signature, OAG Authorizing Official, Date  Oct 15, 2024</p>	<p>Signature, Agency Executive Director, Date  Oct 16, 2024</p>		

**Office of the Attorney General  
Grant Award Project Summary**

 <p>Office of the Attorney General Division of Victim Services Bureau of Advocacy and Grants Management PL-01 The Capitol Tallahassee, Florida 32399-1050</p>	<b>Office of the Attorney General Victims of Crime Act Grant</b>	<b>2025-2026</b>
Subrecipient Name and Address Citrus County Children's Advocacy Center, Inc. d/b/a Jessie's Place 1410 S Lecanto Highway Lecanto, Florida 34461-9015	OAG Grant Number  VOCA-C-2025-Citrus County Children's Advocac-00150	
Subrecipient UEI Number VL3QKQRX8UM4	Project Period: From 10/1/2025 To 9/30/2026	
Subrecipient IRS/Vendor/FEIN Number 20-5494335	Budget Period: From 10/1/2025 To 9/30/2026	
Project Title OVC FY 21 VOCA Victim Assistance Formula OVC FY 22 VOCA Victim Assistance Formula	Award Date 10/1/2025	Award is R&D (Y/N) No
Previous Award Amount \$0.00	Amount of this Award \$130,907.00	Total Award \$130,907.00
Special Conditions The above grant project is approved to such conditions or limitations as are set forth in the Office of the Attorney General contract.		
Catalog of Domestic Federal Assistance (CFDA Number) 16.575 - Crime Victim Assistance		
Summary Description of Project This grant award provides funds from the Crime Victims Fund to enhance crime victim services in the State of Florida. Victims of Crime Act (VOCA) assistance funds are typically competitively awarded by the Office of the Attorney General to public agencies and/or local, not-for-profit organizations that provide direct services to crime victims.		
Federal Award Agency U.S. Department of Justice Office of Justice Programs Office for Victims of Crime	OVC Project Period, Award Date 2021-2022: From 10/1/2020 to 9/30/2026 2022-2023: From 10/1/2021 to 9/30/2026	
OVC Federal Award Number 2021-15POVC-21-GG-00618-ASSI Awarded 09-16-2021 2022-15POVC-22-GG-00725-ASSI Awarded 08-25-2022	OVC Total Award to OAG \$66,670,292 \$91,878,955	
OAG Staff Contact Christina Harris, Bureau Chief (850) 414-3380	Bureau Contact <a href="mailto:contact.voca@myfloridalegal.com">contact.voca@myfloridalegal.com</a> (850) 414-3380	
Signature, OAG Authorizing Official, Date	Signature, Agency Executive Director, Date  Dec 2, 2025	



456.057, Florida Statutes. The Provider must implement procedures to ensure the protection and confidentiality of all confidential matters. The Provider must also comply with any applicable professional standards of practice with respect to client confidentiality.

#### **S. Criminal History Records Checks**

1. That Network requires criminal history records check on any Provider's staff, employees or subcontractor staff that has access to children's confidential information resources or facilities operated in whole or in part with funding from this Subcontract unless formally waived in writing by the Network. The cost of performing the criminal history records checks is an allowable expense under this Subcontract.
2. The criminal history records check must be completed in accordance with §§ 394.4572, 408.809 and 435.12, Florida Statutes. A letter certifying that no disqualifying crimes were identified must be submitted to the Network Contract Manager within 30 days. If the Provider adds additional employees during the term of the Subcontract, the names of those staff, employees or subcontractor staff must be provided to the Network Contract Manager within 7 days of beginning work. The Provider shall resubmit updated Criminal History Records Checks certification letters every five (5) years from the prior criminal history records check if the Subcontract is in force.
3. If any disqualifying crimes are present on the record, the Provider agrees to remove the employee from the worksite and terminate the employee's access to confidential information resources, participants, and the participant's family members.
4. During the term of the subcontract, the Provider shall report in writing to the Network Contract Manager, the arrest, charge or Notice to Appear for an alleged commission of a disqualifying crime in any state or other jurisdiction for any Provider's staff, employee or subcontractor assigned to this Subcontract within one (1) business day of Provider's knowledge. The notice shall include the Provider's name, the staff member's name, and the location and nature of the alleged violation. The Network reserves the right to require the Provider to immediately suspend or terminate the staff members work under this Subcontract, access to any children and their families' receiving services funded by this Subcontract and state or federal confidential information obtained or maintained under this Subcontract. The Provider shall notify the Network within ten (10) calendar days of case disposition.

#### **T. CONFIDENTIALITY BREACH REPORTING AND NOTIFICATION RESPONSIBILITY**

That the Provider is subject to the provisions of 501.171 Florida Statutes, that requires the reporting and remedies for breach of security related to third-party confidentiality information, as well as fines of up to \$500,000 for failure to report timely.

#### **U. TEXT MESSAGING WHILE DRIVING BY SUBCONTRACTORS, AWARD RECIPIENTS, AND SUBRECIPIENTS**

That the provider will follow Florida law on text messaging while driving company-owned or rented vehicles; while driving privately owned vehicles on official business; or when performing any work for or on behalf of the Network.

**V. Gifts and Gratuities:** The Provider will not offer or give any gift or any form of compensation to any Network employee. As part of the consideration for this agreement, the Parties intend that this provision will survive the Agreement for a period of two years. In addition to any other remedies available to the Network, any violation of this provision will result in referral of the Provider's name and description of the violation of this term to the Florida Department of management Services for the potential inclusion of the Provider's name on the suspended vendors list for an appropriate period. The Provider will ensure that its subcontractors, if any, comply with these provisions.

#### **W. Health Insurance Portability and Accountability Act**

The Provider will, where applicable, comply with the Health Insurance Portability and Accountability Act (42 U.S.C. 1320d) as well as all regulations promulgated thereunder (45 C.F.R. parts 160, 162, and 164)

### **II. THE NETWORK AGREES:**

#### **A. Subcontract Amount**

To pay for Subcontracted services and expenses according to the conditions of Attachment I up to a maximum amount not to exceed **\$110,227.44** for Children's Advocacy Subcontracted Services and expenses up to a maximum amount not to exceed \$11,111.11 for Child Protection Team Subcontracted Services, subject to the availability of funds. The Network and State of Florida's performance and obligation to pay under this subcontract is contingent upon an annual appropriation by the Legislature. The costs of services and expenses paid under any other contract or from any other source are not eligible for reimbursement under this subcontract.

#### **B. Payment:**

This is a Monthly COST Reimbursement Subcontract and will be reimbursed monthly once all monthly documents and backup documentation required under this Subcontract have been submitted in correct form and entirety.

### **III. THE PROVIDER AND THE NETWORK MUTUALLY AGREE**

#### **A. Effective and Ending Dates**

This Subcontract will become effective on July 1, 2022, or the date upon which the contract between the Network and the Florida Office of the Attorney General for general revenue funding is executed, whichever is later, and will continue through June 30, 2023. No costs incurred by the Provider prior to, or after, the Subcontract Period will be reimbursed, and the Provider is solely responsible for any such expenses.

#### **B. Termination**

##### **1. Termination at Will**

This Subcontract may be terminated by either party upon no less than thirty (30) calendar days' notice in writing to the other party, without cause, unless a lesser time is mutually agreed upon in writing by both parties. Said notice shall be delivered by certified mail, return receipt requested, or in person with proof of delivery.

##### **2. Termination Because of Lack of Funds**

In the event funds to finance this subcontract become unavailable, the Network may terminate the subcontract upon no less than *twenty-four (24) hours'* notice in writing to the Provider. Said notice shall be delivered by certified mail, return receipt requested, or in person with proof of delivery. The Network shall be the final authority as to the availability and adequacy of funds. In the event of termination of this subcontract, the Provider will be compensated for any work satisfactorily completed prior to notification of termination.

##### **3. Termination for Breach**

This subcontract may be terminated for the Provider's non-performance upon no less than twenty-four (24) hours' notice in writing to the Provider. If applicable, the Network may employ the default provisions in Chapter 60A-1.006 (3), FAC. Waiver of breach of any provisions



AMENDMENT  
FLORIDA NETWORK OF CHILDREN'S ADVOCACY CENTERS  
STANDARD CONTRACT

THIS AMENDMENT is entered between the Florida Network of Children's Advocacy Centers, Inc. hereafter referred to as the Network, Citrus County Children's Advocacy Center dba Jessie's Place, herein referred to as the Provider.

In accordance with the terms of Section III C. of the Standard Contract regarding modification of the Contract, it is mutually agreed that it is in the best interest of the parties that the Contract be modified to reflect a one-time increase of \$3,343.15 for Children's Advocacy Center Subcontracted Services and a one-time increase of \$0.00 for Child Protection Team Subcontractor Services in the amount of the Awards provided in the Contract. It is the desire of the parties to make the following changes to the Contract to accommodate this need.

1. This Amendment applies to Section II A. FNCAC Agrees is modified to read:

**A. Subcontract Amount**

To pay for Subcontracted services according to the conditions of Attachment I up to a maximum amount not to exceed \$77,793.98 for Children's Advocacy Subcontracted Services and up to a maximum amount not to exceed \$10,714.29 for Child Protection Team Subcontracted Services subject to the availability of funds. The Network and State of Florida's performance and obligation to pay under this subcontract is contingent upon an annual appropriation by the Legislature. The costs of services paid under any other contract or from any other source are not eligible for reimbursement under this subcontract.

2. This Amendment will also modify the Fund Amounts in Exhibit – 1 to the Contract to reflect the one-time increase as follows:

TOTAL STATE FINANCIAL ASSISTANCE AWARDED PURSUANT TO SECTION 215.97, F.S.: \$88,508.27

IN WITNESS THEREOF, the parties hereto have caused this Amendment to be executed by their undersigned officials as duly authorized.

PROVIDER: CITRUS COUNTY CHILDREN'S ADVOCACY

CENTER DBA JESSIE'S PLACE

SIGNED BY: Melissa Bowermaster  
040052996C1C4DE...  
NAME: Melissa Bowermaster  
TITLE: Executive Director DATE: 2/20/2024

Florida Network of Children's Advocacy Centers

SIGNED BY: LUZED CRUZ  
252B0BD4BC7A4C7...  
NAME: LUZED CRUZ  
TITLE: EXECUTIVE DIRECTOR DATE: 2/20/2024



CSFA NO. 41.031

24/25-GR CAC10

2. The criminal history records check must be completed in accordance with §394.4572, 408.809, and 435.12 Florida Statutes. A letter certifying that no disqualifying crimes were identified must be submitted to the Network Contract Manager within 30 days. If the Provider adds additional employees during the term of this Subcontract, the names of those staff, employees, or subcontractor staff must be provided to the Network Contract Manager within 7 days of beginning work. The Provider shall resubmit updated criminal history records checks certification letters every five (5) years from the prior criminal history records check if the Subcontract is in force.
3. If any disqualifying crimes are present on the record, the Provider agrees to remove the employee from the worksite and terminate the employee's access to confidential information resources, participants, and the participant's family members.
4. During the term of the Subcontract, the Provider shall report in writing to the Network Contract Manager, the arrest, charge, or Notice to Appear for an alleged commission of a disqualifying crime in any state or other jurisdiction for any Provider's staff, employee, or subcontractor assigned to this Subcontract within one (1) business day of Provider's knowledge. The notice shall include the Provider's name, the staff member's name, and the location and nature of the alleged violation. The Network reserves the right to require the Provider to immediately suspend or terminate the staff members work under this Subcontract, access to any children and their families' receiving services funded by this Subcontract and state or federal confidential information obtained or maintained under this Subcontract. The Provider shall notify the Network within ten (10) calendar days of case disposition.

**T. Confidentiality Breach Reporting and Notification Responsibility**

That the Provider is subject to the provisions of 501.171 Florida Statutes, that requires the reporting and remedies for breach of security related to third-party confidentiality information, as well as fines of up to \$500,000 for failure to report timely.

**U. Text Messaging While Driving by Subcontractors, Award Recipients, and Subrecipients**

That the Provider will follow Florida law on text messaging while driving company owned or rented vehicles; while driving privately owned vehicles on official business; or when performing any work for or on behalf of the Network.

**V. Gifts and Gratuities**

The Provider will not offer or give any gift or any form of compensation to any Network employee. As part of the consideration for this Subcontract, the Parties intend that this provision will survive the Subcontract for a period of two years. In addition to any other remedies available to the Network, any violation of this provision will result in referral of the Provider's name on the suspended vendors list for an appropriate period. The Provider will ensure that its subcontractors, if any, comply with these provisions.

**W. Health Insurance Portability and Accountability Act**

The Provider will, where applicable, comply with the Health Insurance Portability and Accountability Act (42 U.S.C. 1320d) as well as all regulations promulgated thereunder (45 C.F.R. parts 160, 162, and 164)

**II. The Network Agrees:**

**A. Subcontract Amount**

To pay for Subcontracted services and expenses according to the conditions of Attachment I up to a maximum amount not to exceed \$73,163.22 for Children's Advocacy (GR) Subcontracted Services and expenses up to a maximum amount not to exceed \$11,538.46 for Child Protection Team (CPT) Subcontracted Services, and up to a maximum amount not to exceed \$ 0.00 for Line-Item Funding specific to Walton County, subject to availability of funds. The Network and State of Florida's performance and obligation to pay under this Subcontract is contingent upon an annual appropriation by the Legislature. The cost of services and expenses paid under any other contract or from any other source are not eligible for reimbursement under this Subcontract.

**B. Payment**

This is a Monthly COST Reimbursement Subcontract and will be reimbursed monthly once all monthly documents and backup documentation required under this Subcontract have been submitted in correct form and entirety.



CSFA NO. 41.031

DCF GR CAC 25/26-CAC10

2. The criminal history records check must be completed in accordance with §394.4572, 408.809, and 435.12 Florida Statutes. A letter certifying that no disqualifying crimes were identified must be submitted to the Network Contract Manager within 30 days. If the Provider adds additional employees during the term of this Subcontract, the names of those staff, employees, or subcontractor staff must be provided to the Network Contract Manager within 7 days of beginning work. The Provider shall resubmit updated criminal history records checks certification letters every five (5) years from the prior criminal history records check if the Subcontract is in force.
3. If any disqualifying crimes are present on the record, the Provider agrees to remove the employee from the worksite and terminate the employee's access to confidential information resources, participants, and the participant's family members.
4. During the term of the Subcontract, the Provider shall report in writing to the Network Contract Manager, the arrest, charge, or Notice to Appear for an alleged commission of a disqualifying crime in any state or other jurisdiction for any Provider's staff, employee, or subcontractor assigned to this Subcontract within one (1) business day of Provider's knowledge. The notice shall include the Provider's name, the staff member's name, and the location and nature of the alleged violation. The Network reserves the right to require the Provider to immediately suspend or terminate the staff members work under this Subcontract, access to any children and their families' receiving services funded by this Subcontract and state or federal confidential information obtained or maintained under this Subcontract. The Provider shall notify the Network within ten (10) calendar days of case disposition.

**T. Confidentiality Breach Reporting and Notification Responsibility**

That the Provider is subject to the provisions of 501.171 Florida Statutes, that requires the reporting and remedies for breach of security related to third-party confidentiality information, as well as fines of up to \$500,000 for failure to report timely.

**U. Text Messaging While Driving by Subcontractors, Award Recipients, and Subrecipients**

That the Provider will follow Florida law on text messaging while driving company owned or rented vehicles; while driving privately owned vehicles on official business; or when performing any work for or on behalf of the Network.

**V. Gifts and Gratuities**

The Provider will not offer or give any gift or any form of compensation to any Network employee. As part of the consideration for this Subcontract, the Parties intend that this provision will survive the Subcontract for a period of two years. In addition to any other remedies available to the Network, any violation of this provision will result in referral of the Provider's name on the suspended vendors list for an appropriate period. The Provider will ensure that its subcontractors, if any, comply with these provisions.

**W. Health Insurance Portability and Accountability Act**

The Provider will, where applicable, comply with the Health Insurance Portability and Accountability Act (42 U.S.C. 1320d) as well as all regulations promulgated thereunder (45 C.F.R. parts 160, 162, and 164)

**II. The Network Agrees:**

**A. Subcontract Amount**

To pay for Subcontracted services and expenses according to the conditions of Attachment I up to a maximum amount not to exceed \$76,271.55 for Children's Advocacy (GR) Subcontracted Services and expenses up to a maximum amount not to exceed \$11,538.46 for Child Protection Team (CPT) Subcontracted Services, and up to a maximum amount not to exceed for Line-Item Funding specific to Walton County, subject to availability of funds. The Network and State of Florida's performance and obligation to pay under this Subcontract is contingent upon an annual appropriation by the Legislature. The cost of services and expenses paid under any other contract or from any other source are not eligible for reimbursement under this Subcontract.

**B. Payment**

This is a Monthly COST Reimbursement Subcontract and will be reimbursed monthly once all monthly documents and backup documentation required under this Subcontract have been submitted in correct form and entirety.



AMENDMENT III  
FLORIDA NETWORK OF CHILDREN'S ADVOCACY CENTERS  
STANDARD CONTRACT

THIS AMENDMENT is entered between the Florida Network of Children's Advocacy Centers, Inc. hereafter referred to as the Network, Citrus County Children's Advocacy Center dba Jessie's Place, herein referred to as the Provider.

In accordance with the terms of Section III C. of the Standard Contract regarding modification of the Contract, it is mutually agreed that it is in the best interest of the parties that the Contract be modified to reflect a one-time increase of \$12,337.52 for Children's Advocacy Center Subcontracted Services in the amount of the Awards provided in the Contract. It is the desire of the parties to make the following changes to the Contract to accommodate this need.

1. This Amendment applies to Section II A. FNCAC Agrees is modified to read:

**A. Subcontract Amount**

To pay for Subcontracted services according to the conditions of Attachment I up to a maximum amount not to exceed **\$199,429.24** for Children's Advocacy Subcontracted Services subject to the availability of funds. The Network and State of Florida's performance and obligation to pay under this subcontract is contingent upon an annual appropriation by the Legislature. The costs of services paid under any other contract or from any other source are not eligible for reimbursement under this subcontract.

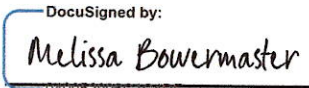
2. This Amendment will also modify the Fund Amounts in Exhibit – 1 to the Contract to reflect the one-time increase as follows:

TOTAL STATE FINANCIAL ASSISTANCE AWARDED PURSUANT TO SECTION 215.97, F.S.: \$199,429.24

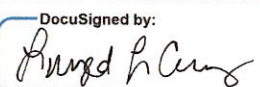
IN WITNESS THEREOF, the parties hereto have caused this Amendment to be executed by their undersigned officials as duly authorized.

PROVIDER: CITRUS COUNTY CHILDREN'S ADVOCACY

CENTER DBA JESSIE'S PLACE

DocuSigned by:  
  
SIGNED BY: \_\_\_\_\_  
040052996CTC4DE...  
NAME: Melissa Bowermaster  
TITLE: Executive Director DATE: 4/29/2025

Florida Network of Children's Advocacy Centers

DocuSigned by:  
  
SIGNED BY: \_\_\_\_\_  
C1BCC377F20843E...  
NAME: LUZED CRUZ  
TITLE: EXECUTIVE DIRECTOR DATE: 5/2/2025

CSFA NO. 41.031

OAG BTG 25/26-CAC10

2. The criminal history records check must be completed in accordance with §394.4572, 408.809, and 435.12 Florida Statutes. A letter certifying that no disqualifying crimes were identified must be submitted to the Network Contract Manager within 30 days. If the Provider adds additional employees during the term of this Subcontract, the names of those staff, employees, or subcontractor staff must be provided to the Network Contract Manager within 7 days of beginning work. The Provider shall resubmit updated criminal history records checks certification letters every five (5) years from the prior criminal history records check if the Subcontract is in force.
3. If any disqualifying crimes are present on the record, the Provider agrees to remove the employee from the worksite and terminate the employee's access to confidential information resources, participants, and the participant's family members.
4. During the term of the Subcontract, the Provider shall report in writing to the Network Contract Manager, the arrest, charge, or Notice to Appear for an alleged commission of a disqualifying crime in any state or other jurisdiction for any Provider's staff, employee, or subcontractor assigned to this Subcontract within one (1) business day of Provider's knowledge. The notice shall include the Provider's name, the staff member's name, and the location and nature of the alleged violation. The Network reserves the right to require the Provider to immediately suspend or terminate the staff members work under this Subcontract, access to any children and their families' receiving services funded by this Subcontract and state or federal confidential information obtained or maintained under this Subcontract. The Provider shall notify the Network within ten (10) calendar days of case disposition.

**T. Confidentiality Breach Reporting and Notification Responsibility**

That the Provider is subject to the provisions of 501.171 Florida Statutes, that requires the reporting and remedies for breach of security related to third-party confidentiality information, as well as fines of up to \$500,000 for failure to report timely.

**U. Text Messaging While Driving by Subcontractors, Award Recipients, and Subrecipients**

That the Provider will follow Florida law on text messaging while driving company owned or rented vehicles; while driving privately owned vehicles on official business; or when performing any work for or on behalf of the Network.

**V. Gifts and Gratuities**

The Provider will not offer or give any gift or any form of compensation to any Network employee. As part of the consideration for this Subcontract, the Parties intend that this provision will survive the Subcontract for a period of two years. In addition to any other remedies available to the Network, any violation of this provision will result in referral of the Provider's name on the suspended vendors list for an appropriate period. The Provider will ensure that its subcontractors, if any, comply with these provisions.

**W. Health Insurance Portability and Accountability Act**

The Provider will, where applicable, comply with the Health Insurance Portability and Accountability Act (42 U.S.C. 1320d) as well as all regulations promulgated thereunder (45 C.F.R. parts 160, 162, and 164)

**II. The Network Agrees:**

**A. Subcontract Amount**

To pay for Subcontracted services and expenses according to the conditions of Attachment I up to a maximum amount not to exceed \$152,521.56 for VOCA-Bridge the Gap Project funding, subject to availability of funds. The Network and State of Florida's performance and obligation to pay under this Subcontract is contingent upon an annual appropriation by the Legislature. The cost of services and expenses paid under any other contract or from any other source are not eligible for reimbursement under this Subcontract.

**B. Payment**

This is a Monthly COST Reimbursement Subcontract and will be reimbursed monthly once all monthly documents and backup documentation required under this Subcontract have been submitted in correct form and entirety.



# Fundraising Committee Policies and Procedures Manual

for

Citrus County Community Charitable Foundation,  
Inc.

(CCCCCF)

{COMPANY LOGO}

CITRUS COUNTY COMMUNITY CHARITABLE FOUNDATION, INC.  
FUNDRAISING COMMITTEE POLICIES AND PROCEDURES MANUAL  
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## **SECTION 1.00 PURPOSE AND SCOPE**

The Fundraising Committee (“Committee”) of Citrus County Community Charitable Foundation, Inc. (“Foundation”) is established to oversee all fundraising activities, ensuring they are conducted ethically, legally, and in accordance with the mission of the Foundation. The Committee’s responsibilities include developing and implementing fundraising policies, monitoring compliance, ensuring proper stewardship of donor funds, and maintaining the integrity of donor relations.

This manual sets forth the policies and procedures governing the Committee’s operations, including ethical standards, financial oversight, donor relations, and compliance with applicable federal, state, and local laws.

## **SECTION 2.00 COMMITTEE OPERATIONS**

### **2.01 Authority and Responsibilities**

The Committee reports to the Board of Directors and makes recommendations regarding fundraising strategies, campaigns, and policies. Responsibilities include recommending fundraising policies and procedures for Board approval; evaluating fundraising activities and ensuring compliance with donor intent and applicable laws; and reporting regularly to the Board on fundraising performance and donor stewardship.

### **2.02 Membership and Meetings**

Members are appointed and removed in accordance with the Foundation’s Bylaws. The Committee shall meet as needed, but no less than twice per year. A majority of members constitutes a quorum. Minutes of meetings shall be maintained and filed with the corporate records.

### **2.03 Volunteer Fundraising Policy**

Volunteers engaged in fundraising shall act in accordance with all Committee policies and ethical standards. Volunteers shall receive appropriate training regarding solicitation practices, donor confidentiality, and legal compliance. Volunteers shall not receive compensation.

### **2.04 Partnership and Third-Party Fundraising Policy**

All third-party fundraising activities conducted on behalf of the Foundation must receive prior written approval from the Committee. The Foundation shall ensure that third-party fundraisers comply with all legal requirements and maintain appropriate oversight. Agreements with third parties shall clearly define the use of funds, reporting requirements, and branding or naming rights.

## **SECTION 3.00 ETHICAL STANDARDS AND COMPLIANCE**

### **3.01 Ethical Fundraising Policy**

The Committee and all fundraisers shall adhere to the ethical standards set forth by the Association of Fundraising Professionals (AFP) Code of Ethics. Fundraisers shall not solicit or accept gifts in exchange for personal gain, nor shall any individual be compensated, including compensation based on percentage of funds raised.

### **3.02 Conflict of Interest Policy**

Committee members and fundraisers must disclose any personal or financial interest that may conflict with the Foundation's fundraising activities. Disclosed conflicts shall be evaluated by the Committee, and affected members shall recuse themselves from related decisions.

### **3.03 Regulatory Compliance**

All fundraising activities shall comply with federal and state charitable solicitation laws. Written acknowledgment must follow IRS requirements.

### **3.04 Donor and Record Security Policy**

Donor and fundraising records shall be retained in accordance with the Foundation's Records Retention and Privacy Policies. Digital and paper records shall be secured against unauthorized access, loss, or destruction. Disposal of records shall be conducted in a secure manner to protect donor confidentiality.

## **SECTION 4.00 FUNDRAISING AND DONOR POLICIES**

### **4.01 Gift Solicitation and Acceptance Policy**

The Foundation may accept gifts of cash, securities, real property, in-kind contributions, or planned gifts, provided such gifts are consistent with the Foundation's mission and values. Gifts that are restricted, unusual, or potentially burdensome shall require Committee review and approval prior to acceptance. The Committee reserves the right to decline any gift that may create financial or reputational risk to the Foundation.

### **4.02 Gift Acknowledgment Policy**

The Foundation shall provide written acknowledgment of all contributions within 45 days of receipt. Acknowledgments shall comply with IRS substantiation requirements and include information on tax deductibility where applicable.



#### **4.03 Donor Recognition Policy**

Donor shall be recognized fairly and consistently in accordance with the Foundation's established recognition levels. Naming opportunities and public acknowledgment shall follow Committee approval procedures and documented agreements.

#### **4.04 Donor Privacy and Confidentiality Policy**

Donor information shall be maintained in strict confidence and used solely for purposes consistent with the Foundation's mission. The Foundation shall comply with all applicable public records laws and provide donors with the opportunity to opt-out of public disclosure where legally permissible.

#### **4.05 Donor Bill of Rights**

The Foundation affirms the following rights for all donors:

- To be informed of the Foundation's mission, purpose, and the use of donated funds.
- To receive accurate and timely acknowledgment of contributions.
- To have personal information kept confidential.
- To expect ethical solicitation and stewardship of funds.

#### **4.06 Fundraising and Special Events Policy**

All fundraising events shall be planned and executed with prior Committee approval, including budget, fundraising goals, and legal compliance. Special events, raffles, and auctions shall comply with state and local laws governing charitable activities.

#### **4.07 Sponsorship Policy**

Corporate or individual sponsorships shall align with the Foundation's mission and values. Sponsorship agreements shall be reviewed and approved by the Committee, including recognition rights, branding, and any exclusivity arrangements.

#### **4.08 Campaign Planning Policy**

All campaigns, including capital campaigns and annual giving drives, shall be planned with written objectives, feasibility studies, and Board approval. Campaign performance shall be monitored with periodic reporting to the Committee and Board.

## **SECTION 5.00 FINANCIAL OVERSIGHT AND STEWARDSHIP**

### **5.01 Gift Processing Policy**

All contributions shall be promptly recorded and deposited according to internal financial control procedures. Only authorized personnel shall handle cash or negotiate instruments.

### **5.02 Restricted Funds Policy**

Restricted gifts shall be used solely for the purpose designated by the donor with oversight by the Board and Committee to ensure compliance with donor intent and proper accounting for all restricted contributions.

### **5.03 Endowment and Planned Giving Policy**

Planned gifts, bequests, and endowment contributions shall be solicited, accepted, and administered in accordance with legal and ethical standards. Investment and disbursement policies for endowment funds shall be approved by the Board.

### **5.04 Donor Concerns and Resolution Policy**

Donor inquiries or complaints regarding fundraising activities or the use of funds shall be documented and referred to the Committee Chair or Executive Director for timely resolution.

## **SECTION 6.00 REVIEW AND AMENDMENTS**

These policies shall be reviewed by the Committee annually. Amendments may be proposed by the Committee and require approval by the Board of Directors. Updated policies shall be documented, distributed to Committee members and relevant staff, and maintained in the Foundation's official records.

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SIGNATURE ON FOLLOWING PAGE



## **CERTIFICATE**

We, the undersigned, being duly authorized members of the Board of Directors, hereby acknowledge that the **Fundraising Committee Policies and Procedures Manual** has been reviewed, approved, and adopted on this \_\_\_\_ day of December, 2025. These policies shall remain in effect until amended or repealed by further action of the Board of Directors.

**IN WITNESS WHEREOF**, the undersigned Board of Directors have executed this acknowledgment to signify their approval and acceptance of the policies contained herein.

\_\_\_\_\_  
**Crystal Lizanich-Chair**

\_\_\_\_\_  
**Dr. Leonard Calodney**

\_\_\_\_\_  
**Frank DiPiazza**

\_\_\_\_\_  
**Robert Holmes**

\_\_\_\_\_  
**Janora Wade**

\_\_\_\_\_  
**Sonya Warden**

\_\_\_\_\_  
**Ernesto Rubio**