

**MARTIN COUNTY, FLORIDA  
SUPPLEMENTAL MEMORANDUM**

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**TO:** Honorable Members of the Board of County Commissioners **DATE:** September 29, 2025

**VIA:** Don G. Donaldson, P.E.  
County Administrator

**FROM:** Stephanie Merle  
Director of the Office of Management & Budget

**REF:** 26-0020

**SUBJECT: OFFICE OF MANAGEMENT AND BUDGET ITEMS WHICH REQUIRE  
BOARD APPROVAL**

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**PERMISSION TO ACCEPT**

1. **Permission to Accept the Fiscal Year 2025-2026 Children's Services Council Grant Program – After School/Out of School (AS/OS) Program Grant**
  - **Agreement/Contract drafted by** – Children's Services Council of Martin County, Inc., Martin County Parks and Recreation, and County Attorney's Office
  - **Parties to the Agreement/Contract** – Children's Services Council of Martin County, Inc. and Martin County Board of County Commissioners
  - **Purpose of the Agreement/Contract** – This is a contract for a Grant award of \$407,347. This funding pays for the staff, maintenance, supplies and programming at the Golden Gate Alternative After School (G.A.A.P.) program at Lamar Howard Park in Golden Gate (Stuart), the Jensen After School Experience (J.A.S.E.) program at Langford Park in Jensen Beach, the Residents Empowering All Children's Hope (R.E.A.C.H.) program at New Monrovia Park in New Monrovia (Port Salerno), and the X-Treme Teen Countywide and Summer Program.
  - **New/Renewal/Modified** – New (contract is awarded annually)
  - **Duration** – October 1, 2025 - September 30, 2026
  - **Benefits to Martin County** – These programs are essential to the growth and development of Martin County youth. The After School/Out of School (A.S./O.S) programs have been serving our youth since 1994 in various forms. This includes programs and activities for low-income youth and families, such as homework help, tutoring, physical fitness, outdoor recreation, cultural exposure to arts, dance and music, neighborhood special events, as well as providing safe after school care and summer camp.
  - **Cost to Martin County** – Grant Match is approximately \$578,372.17, which is currently budgeted for existing full-time equivalent staff, programming, and supplies as well as staff time to administer the grant in the Parks and Recreation operating budget.

**Alternative Action:**

- **Programmatic Implication if not approved** – If not approved, the after-school programs: GAAP, JASE, REACH, as well as the county-wide teen program will no longer be able to be offered to the community due to lack of funding.

- **Financial Fiscal impact if not approved** – The staff and programs are financially dependent upon these funds. If not approved, the programs will be unable to operate under the current structure.

**Documents Requiring Action:**

- Grant Contract (2 copies)
- Budget resolution

**Recommendation:**

- Move that the Board authorize the County Administrator and or designee to execute the Fiscal Year 2025-26 Children's Services Council grant agreement for the After School/Out of School programs (A.S./O.S), as well as any non-monetary grant related documents upon review and concurrence of the County Attorney's Office; and
- Move that the Board adopt the Budget Resolution.

**REVIEWED BY COUNTY ATTORNEY'S OFFICE**

**2. Permission to Accept the Mental Health Awareness Training Grant (5H79SM084627-03)**

- **Agreement/Contract drafted by** – US Department of Health and Human Services
- **Parties to the Agreement/Contract** – US Department of Health and Human Services and Martin County Board of County Commissioners
- **Purpose of the Agreement/Contract** – Grant award of \$120,000 for Budget Period 3 (Year 4) of the Mental Health Awareness Training Grant 5H79SM084627-03 to promote and conduct Mental Health Awareness Training initiatives throughout Martin County. In total, this grant is anticipated to be four years (December 2022 – September 2026).
- **New/Renewal/Modified** – New (year four of the four-year award)
- **Duration** – September 30, 2025 – September 29, 2026
- **Benefits to Martin County** – Enables the County to expand and support local efforts that provide Mental Health Awareness Trainings. This program will allow Martin County to educate residents and individuals who work to serve Martin County residents regarding their understanding of Mental Health and how to better assist and support someone who is experiencing a Mental Health need.
- **Cost to Martin County** – Staff time to administer the grant.

**Alternative Action:**

- **Programmatic Implication if not approved** – Martin County will not be able to conduct a sufficient number of trainings to promote Mental Health Awareness across the county.
- **Financial Fiscal impact if not approved** – There will be no funding to support these training efforts, causing a reduction in offerings for residents and local business employees.

**Documents Requiring Action:**

- Budget Resolution

**Recommendation:**

- Move that the Board adopt the Budget Resolution.

**REVIEWED BY COUNTY ATTORNEY'S OFFICE**

**3. Permission to Accept the Community Services Block Grant (CSBG) for 2025-2026**

- **Agreement/Contract drafted by** – St. Lucie County
- **Parties to the Agreement/Contract** – St. Lucie County and Martin County
- **Purpose of the Agreement/Contract** – To enable St. Lucie County to act as the applicant for CSBG funding and for Martin County to subsequently act as a sub-contractor of St. Lucie County's awarded CSBG funds.
- **New/Renewal/Modified** – Renewal allocation
- **Duration** – July 1, 2025 – June 30, 2026
- **Benefits to Martin County** – Enables Martin County, as a sub-contractor, to receive \$102,547 in CSBG funding to provide services to targeted residents of Martin County.
- **Cost to Martin County** – Staff time to administer the grant.

**Alternative Action:**

- **Programmatic Implication if not approved** – Loss of a staff member - Discontinue assisting residents with rental assistance, emergency electric assistance, and utility assistance as a result of staffing reduction, which negatively impacts the county's homeless prevention initiatives.
- **Financial Fiscal impact if not approved** – None.

**Documents Requiring Action:**

- CSBG Sub-Recipient Amended and Restated Interlocal Agreement FY 25/26
- Budget Resolution

**Recommendation:**

- Move that the Board authorize the Chair to execute the CSBG Sub-Recipient Amended and Restated Interlocal Agreement FY 25/26;
- Move that the Board authorize the County Administrator or designee to execute any future non-monetary grant related documents upon review and concurrence of the County Attorney's Office; and
- Move that the Board adopt the Budget Resolution.

**REVIEWED BY COUNTY ATTORNEY'S OFFICE**

**4. Permission to Accept the Edward Byrne Memorial Justice Assistance Grant (JAG) (Award Number: JG184)**

- **Agreement/Contract drafted by** – Florida Department of Law Enforcement
- **Parties to the Agreement/Contract** – Florida Department of Law Enforcement and Martin County
- **Purpose of the Agreement/Contract** – Grant award of \$63,984 to support Martin County Mental Health Court drug testing expenses.
- **New/Renewal/Modified** – New

**BCC MEETING DATE:** October 7, 2025  
DEPT-1

- **Duration** – October 1, 2025 – September 30, 2026
- **Benefits to Martin County** – Enables the County to offset drug testing supply expenses incurred by the Mental Health Court program.
- **Cost to Martin County** – Staff time to administer the grant.

**Alternative Action:**

- **Programmatic Implication if not approved** – Mental Health Court will have reduced support for drug testing costs.
- **Financial Fiscal impact if not approved** – None.

**Documents Requiring Action:**

- Award Agreement
- Budget Resolution

**Recommendation:**

- Move that the Board authorize the Chair to execute the JAG Award Agreement (JG184)
- Move that the Board authorize the Chair to execute any future non-monetary grant-related documents upon review and concurrence of the County Attorney's Office; and
- Move that the Board adopt the Budget Resolution.

**REVIEWED BY COUNTY ATTORNEY'S OFFICE**

DGD/SM/rp  
Attachments

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