

**HHS Independent Agency Funding Program
Application Timeline**

Fiscal Year 2026 (October 1, 2025-September 30, 2026)

February 2024

Thursday, February 6, 2025 HHSAC General Meeting – RFP discussion
Thursday, February 20, 2025 HHSAC Executive Meeting – Timeline **DRAFT** discussion; Discuss/Review Solicitation/Application

March 2025

Thursday, March 6, 2025 HHSAC General Meeting – Review and Finalize Timeline
Thursday, March 20, 2025 HHSAC Executive Meeting

April 2025

Thursday, April 3, 2025 HHSAC General Meeting – Approve Application and posting of Application to webpage on Monday, April 21
Thursday, April 17, 2025 HHSAC Executive Meeting
Monday, April 21, 2025 Application instructions and link to access application posted on HHS website ([Health & Human Services - St. Johns County \(sjcfl.us\)](https://www.sjcfl.us)). Applicants must set up an eCivis profile/account to apply.
***Communication Plan activated**
***Blackout period begins. Application questions must be sent to ktanner@sjcfl.us.**
Blackout period ends when contracts are executed

May 2025

Friday, May 16, 2025 Deadline for Funding Application questions
Monday, May 19, 2025 Application Questions and Answers posted to HHS website
Friday, May 30, 2025 Applications Due in eCivis Portal

June 2025

Thursday, June 5, 2025 HHSAC General Meeting
Friday, June 27, 2025 Scoring of Applications Completed

July 2025

Thursday, July 3, 2025 HHSAC General Meeting
Thursday, July 17, 2025 HHSAC Executive Meeting

August 2025

Thursday, August 7, 2025 HHSAC General Meeting – Preliminary scores announced
Thursday, August 21, 2025 HHSAC Executive Meeting – HHS Staff presents funding recommendations to Council; Council votes to approve as recommended or request changes
Friday, August 22, 2025 Begin notifying agencies of awards – pending BCC approval

September 2025

Thursday, September 4, 2025 HHSAC General Meeting – Finalize funding recommendation letter to BCC
Monday, September 15, 2025 Agenda Manager Deadline for Funding Recommendation to go before BCC on 10/7/25

October 2025

Tuesday, October 7, 2025 Present Funding Recommendations and contract templates to BCC