

MANATEE COUNTY

Health and Human Services Investment Review Committee

Manatee County Public Safety and
Community and Veteran Services
June 26, 2026





IRC Composition

Sunshine Law

- All IRC meetings and discussions about IRC business must be conducted publicly.
- Do not discuss applications, scores, recommendations, or committee business with other IRC members outside a noticed public meeting.
- This includes:
 - In-person side conversations
 - Phone calls
 - Emails
 - Text messages
 - Social media



Sunshine Law (Cont.)

- Consequences of Non-Compliance
 - Civil penalties and fines
 - Attorney's fees
 - Criminal penalties
 - Removal from committee
- All committee-related records may be public records
 - Emails
 - Text messages
 - Notes
 - Scoring sheets



Why the IRC Exists



Previous Review Process:

- Applications were reviewed by County staff
- Recommendations were presented to the Board of County Commissioners for final consideration



The IRC was created to:

- Provide independent community expertise
- Increase transparency in funding decisions
- Create a consistent and objective review process
- Strengthen public confidence in County



Purpose of the IRC

IRC does:

- Serve in an advisory role
- Review funding applications
- Evaluate programs using approved criteria
- Score applications consistently
- Provide observations and feedback

IRC does not:

- Approve funding
- Deny funding
- Manage contracts
- Set County policy

Application Scoring



FY26/27 Applications

38

Applications
Received

Results First
(New
Applicant)

Results First
(Returning
Applicant)

Results As
Service
(RAS)



Scoring Guidance

- Different guidance for each application type
 - (Results First: New, Results First: Returning & RAS)
- Contains:
 - All application questions
 - Guidance provided to applicants
 - Purpose of each question
 - Examples
 - Scoring Area
 - Score Range
- Go-to document for understanding the application



Scoring Matrix

- Different scoring matrix for each application type
 - (Results First: New, Results First: Returning & RAS)
- Includes only the questions that receive a score
 - Question wording matches the application exactly
 - Point values vary by question, ranging from 2 to 20 points
 - Applications are scored out of a total of 100 points
- Official scoring sheet will be used to record scores and comments
- Priority Area has no score value but should still be reviewed for alignment with County priorities

Health Services Priority Areas

Dental Care for Indigent Residents in Manatee County

Emergency Sheltering

New or Expanded Inpatient/Outpatient Mental and Behavioral Health Services

Treatment of Co-Occurring Mental and Behavioral Health Disorders

Use of Care Navigators and/or Community Health Workers

Access to Care of Indigent Residents in Manatee County

Human Services Priority Areas

Aging & Social Connection – Healthy Aging & Independence

Disability Inclusion & Access – Empowerment for People with Disabilities

Food Security & Nutrition – Ending Hunger & Promoting Nutrition

Criminal Justice Reentry & Second Chances – Community Reintegration & Recovery

Affordable Housing & Homelessness Prevention – Safe & Stable Housing for All

Career Development & Employment – Pathways to Economic Mobility

Finding a Scored Question

Matrix

12. Define your program by its major/key elements (Application Section - Program Success Factors)	
Response provides clarity on specific elements which are clearly important in contributing to success.	4
Response is non-specific in identifying elements that contribute to success.	2
Response does not identify any elements that contribute to success.	0
Comment:	

Application

29. Define your program by its **major/key elements***

Please describe your program's core delivery sequence by answering these four questions in order:

- **Program Sequence**

List the 3-4 most important elements (or phases/steps) of your program in the exact order you deliver them to participants in order to achieve your stated result(s).

Guidance

Scoring Area: Program Design & Service Delivery - Question 12

Score Range: 0-4

Examples



Scoring Example - Question

Define your program by its major/key elements.

- Please describe your program's core delivery sequence
 - Program sequence
 - List 3-4 most important elements of your program
 - Rationale for this approach
 - Explain why you believe this specific sequence and combination of elements is the most effective way to achieve your intended results.
 - Evidence of effectiveness
 - Provide a concise summary of the evidence that your approach works. This may include:
 - Your own outcome data (pre/post scores, completion rates, etc.)
 - Independent evaluations or third-party studies
 - Comparison with alternative approaches
 - Briefly describe 1 – 2 other common or similar approaches that aim for the same or similar results. Explain why you chose your current approach



Scoring Example – Matrix Score

- Response provides clarity on specific elements which are clearly important in contributing to success. **(4)**
- Response is non-specific in identifying elements that contribute to success. **(2)**
- Response does not identify any elements that contribute to success. **(0)**

Score Range 0 - 4



Scoring Example – Answer 1

Our program has implemented the Clubhouse International model of psychiatric rehabilitation. Given an 85-90% nationwide unemployment rate for adults living with serious mental illness, Clubhouse programs are one of the few approaches that promote work and careers as an effective pathway to reintegration into society, financial self-reliance, and mental health wellness.

Our five pillars:

Self direction – members participate voluntarily, set their own schedule, and identify personalized wellness goals. They have a central voice in all programmatic decisions.

Wellness focus – We do not focus on illness, disability, or symptoms. Instead, members are valued for their potential, appreciated for their efforts, and supported with goal acquisition within the 8 Dimensions of Wellness.



Scoring Example – Answer 1 (Cont.)

Social Connectedness: Members have the opportunity to engage in mutually supportive peer relationships, often cross-generational, and develop a social support network in a normalized work environment or office.

Skill development: From M-F, 9am-5pm, our “work-ordered-day” helps members to find purpose and engage in hands-on rehabilitation in a range of vocational areas, including Culinary Arts, Graphic Design & Multimedia, Business & Technology.

Career Development: Once ready, members pursue supported education and/or embark on a career. Employment opportunities for members include transitional, supported, and competitive employment.

We became a Clubhouse International accredited program for these primary reasons: 1. The Clubhouse Model is considered a best practice by the Substance Abuse and Mental Health Services Administration. 2. It has been implemented successfully at over 350 organizations in 33 countries.

Scoring Example – Answer 2

Our Program has had the ability to evolve and provide services to the community based upon the needs. Our Program with Case Management has accepted the changes and improved the response. The changes in response are due to the ongoing training provided to staff. For example, the staff recently received training on Adverse Childhood Experiences which says that trauma experienced as a child can affect your ability to maintain stable housing and resources as an adult.



Scoring Example - Question

What objective verification assessments or tools will be used?

- What measured standard(s) or assessment tool(s) will you use to objectively verify that participants achieved the stated results? Additionally, what evidence shows that your chosen assessment or tools is an accurate and reliable measure of that achievement? How will you know, based on objective information, that it's time to celebrate success? By objective we mean information that does not come from staff or participant opinion.
- If you use pre- and post- assessments, they should measure changes in behavior or condition, not just knowledge retention or opinions. Knowledge alone rarely produces meaningful change.
- Objective verification: Information that can be proved with facts and is independent of personal feelings, beliefs, or interpretations.



Scoring Example – Matrix Score

- Evidence is offered that goes beyond opinion in signifying that a result has been achieved. If it involves success on an instrument used by the program, there is evidence that this achievement is strongly connected with the results sought. **(4)**
- The application offers some evidence independent of opinions but without clarity that is sufficient to reflect actual achievement of result. **(2)**
- There is no objective evidence offered or it is so weak as to be as verification of the result. **(0)**

Score Range 0 - 4



Scoring Example – Answer 1

Upon receipt of their completed dental case from the laboratory, each participant will complete a questionnaire that will ask about their satisfaction level with the timeliness and quality of lab service.



Scoring Example – Answer 2

Our objective tracking system is updated in real time so we are able to pull any information needed to verify medications filled. Twice monthly our prescription provider sends us reports of the prescriptions filled over the last 15 days. The Program Coordinator reviews the reports and verifies all prescriptions are valid under the rules of our program. Quarterly, we are provided an executive summary that gives us data on which types of prescriptions are costing our program the most, and which physicians are considering the most quantity of prescriptions and the most costly prescriptions. We use this data to search for alternative options for the highest price prescriptions if we are in jeopardy of overspending our prescription budget.



Key Considerations

Manatee County
Resident Benefit

Does the program primarily benefit Manatee County residents?

Community Need

Does the application clearly demonstrate a need or gap in services?

Fiscal Responsibility

Does the budget appear reasonable and appropriate for the services proposed?

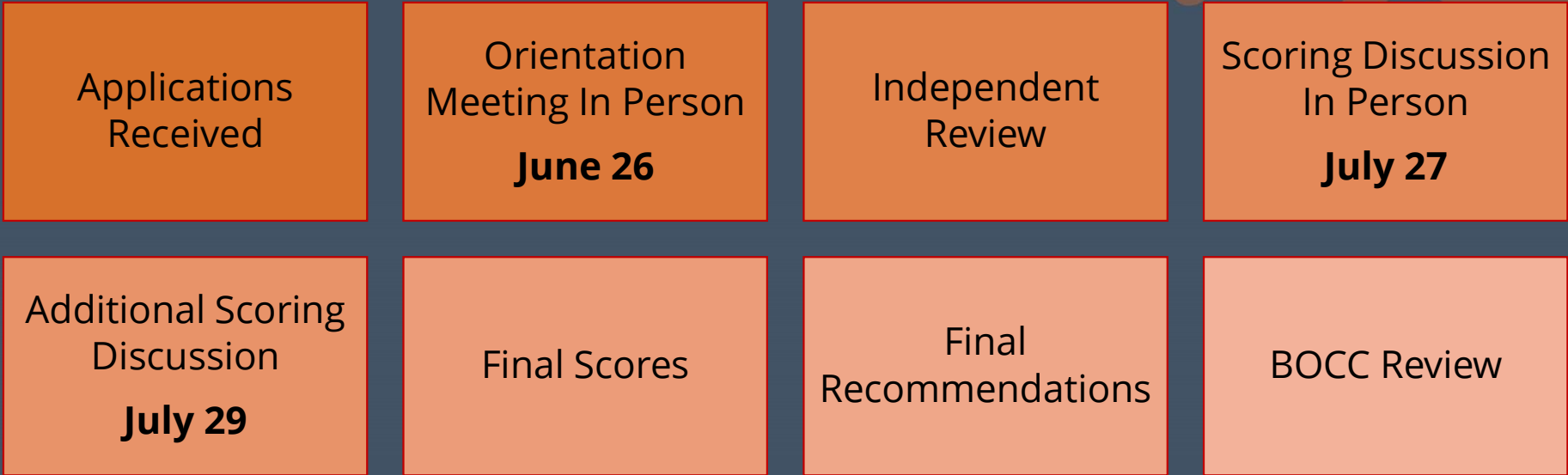
Measurement of success

Are outcomes clearly defined and measurable?

Application
Completeness

Has the applicant provided sufficient information to support their request?

Review Timeline



Reviewer Best Practices

- Review applications independently
- Score based on the information provided
- Apply criteria consistently across applications
- Take notes to support your scores
- Contact County staff if clarification is needed



Contact Information

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