

COST PROPOSAL FOR PROFESSIONAL SERVICES



Date: April 15, 2024

To: Town of Juno Beach  
340 Ocean Drive  
Juno Beach, FL 33408

Attention: David Dyess  
Town Manager

Grant Preparation - Small Matching Historic Grant Program

Project: 2024-105

File No.: For professional services to be rendered in connection with the submission of a 2024 Small Matching Historic grant application.


Description of Services:

Compensation: Compensation shall be a lump sum of Two Thousand and Five Hundred Dollars and no cents (\$2,500.00).

Upon your acceptance, a signed copy of this form will serve as your written authorization to proceed with the description of services as noted above.

Thank you very much for this opportunity to be of service to the Town of Juno Beach

RMPK Funding

By:   
Ryan A. Ruskay  
President

Date: April 15, 2024

APPROVED BY Town of Juno Beach

By: \_\_\_\_\_  
David Dyess  
Town Manager

Date: \_\_\_\_\_

## SCOPE OF SERVICES

### Grant Preparation

- Research and obtain necessary documents for the grant application
- Complete any/all pre-application requirements and registrations.
- Prepare and submit grant application and required forms for evaluation
- Handle all follow up requests from Grantor relating to the application
- Attend or coordinate any meetings necessary for the grant application
- Prepare materials and make presentation as needed
- Act as a liaison between the City and the Grant Agency
- Provide City with updated timelines and information concerning the funding process



## Funding Opportunity

### 2024 Historic Preservation Small Matching Grant

The purpose of the Small Matching Grant is to assist in the identification, excavation, protection, and rehabilitation of historic and archaeological sites in Florida; to provide public information about these important resources; and to encourage historic preservation in smaller cities through the Florida Main Street program.

#### Eligible Projects:

1. Survey and Planning activities; Design and engineering for structures or sites
2. Community Education, Museum projects.

**Grant Amount:** \$50,000 maximum

**Match:** 100%

**Application Deadline:** June 1, 2024