

COST PROPOSAL FOR PROFESSIONAL SERVICES



Date: March 17, 2025

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

Attention: Andrea Dobbins
Project Coordinator/Risk Manager

Project: Grant Preparation - Florida Recreation Development Assistance Program

File No.: 2025-92


Description of Services: For professional services to be rendered in connection with the submission of a 2026 FRDAP grant application.

Compensation: Compensation shall be a lump sum of Two Thousand and Seven Hundred Fifty Dollars and no cents (\$2,750.00).

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: March 17, 2025

APPROVED BY Town of Juno Beach

By: _____
Andrea Dobbins
Project Coordinator/Risk 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

2026-2027 Florida Recreational Development Assistance Program (FRDAP) Regular Application Cycle

The Florida Department of Environmental Protection provides funds through the Florida Recreational Development Assistance Program's competitive grants for the acquisition or development of outdoor recreational facilities. Any municipality may apply for up to two FRDAP grants during each funding cycle but may only have three active FRDAP grants at one time.

Eligible Activities include but are not limited to:

Basketball Courts, Field Lighting, Boating Facilities, Beach Access, Playgrounds, Soccer Fields, Tennis Courts, Baseball/Softball Facilities, Sports lighting, Trails, Picnic Facilities, Fishing/Nature Piers, Outdoor Amphitheaters, Dog Parks, Cultural Facilities, Support Facilities and any other outdoor recreation or open space elements.

Application Deadline: September 1, 2025

Maximum Grant Amount: \$50,000- \$200,000 (2 applications are permitted for each cycle)

Eligible Costs: **Project costs from July 1, 2025, and on are reimbursable.**
Grant preparation fees are eligible to be reimbursed as a part of the grant.

Match Requirements: Grants up to \$50,000 have no matching fund requirement.
Grants more than \$50,000 and up to \$150,000 have a 25% matching funds requirement. Grants over \$150,000 have a 100% matching funds requirement.