



**Annual Evaluation of The Florida  
Department of Children and Families  
Lead Administrative Coordinator  
FISCAL YEAR 2024-2025**

Florida Department of Children and Families  
Office of Administrative Services  
Office of Contracted Client Services

***August 2025***

Taylor N. Hatch  
Secretary

Ron DeSantis  
Governor

2024-2025 Annual Evaluation of The Florida Department of Children and Families Lead Administrative Coordinator

Executive Summary

Section 287.0575, Florida Statutes (F.S.), requires Health and Human Services (HHS) agencies that have contracts with common providers of service to coordinate monitoring activities and improve efficiency of monitoring as a result. In addition, it requires coordination within each agency when the agency has more than one contract with a given provider. The Florida Department of Children and Families' (DCF or Department) Chief of Contract Oversight is DCF's Lead Administrative Coordinator and continues to meet expectations identified in statute.

Table of Contents

Background..... 2

List of Providers and Contracts for which DCF is Lead Administrative Coordinator..... 3

List of DCF Providers and Contracts for which Another Agency is Lead Administrative Coordinator ..... 5

Annual Evaluation..... 6



## 2024-2025 Annual Evaluation of The Florida Department of Children and Families Lead Administrative Coordinator

### Background

In 2010, s. 287.0575, F.S., was enacted into law, requiring the coordination of monitoring activities among HHS agencies that contract with common service providers, including the Department of Health (DOH), the Department of Elder Affairs (DOEA), and the Agency for Persons with Disabilities (APD). DCF established a centralized contract monitoring function in 2005 and designated the Chief of Contract Oversight as the DCF Lead Administrative Coordinator in 2010.

When service providers are shared by more than one HHS agency, the contracting agencies consider financial obligation of the contracts and come to a consensus on the assignment of the Lead Administrative Coordinator. As a result, when looking at the contracts with the DCF Chief of Contract Oversight as the Lead Administrative Coordinator, the payments made by the other HHS agencies tend to be smaller, and contracts are fewer in number compared to the DCF contracts.

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2024-2025 Annual Evaluation of The Florida Department of Children and  
Families Lead Administrative Coordinator

**List of Providers and Contracts for which DCF is Lead Administrative  
Coordinator (Payment amounts are from FACTS for FY24-25 as of  
July 22, 2025)**

| Provider Name                                   | Contract Number | Contract Agency | FY 24-25 DCF Payments |
|-------------------------------------------------|-----------------|-----------------|-----------------------|
| Florida Certification Board                     | LJ204           | DCF             | \$332,081             |
|                                                 | LH829           | DCF             | \$112,615             |
| Gulf Coast Jewish Family and Community Services | LJ228           | DCF             | \$393,984             |
|                                                 | LN273           | DCF             | \$75,000              |
| Hanley Center Foundation, Inc.                  | LH840           | DCF             | \$500,000             |
|                                                 | LH841           | DCF             | \$398,000             |
| Kids Central Inc                                | PJ503           | DCF             | \$130,411,955         |
| Lutheran Services Florida                       | EH003           | DCF             | \$266,767,604         |
|                                                 | LK205           | DCF             | \$7,200,981           |
|                                                 | LK208           | DCF             | \$3,943,897           |



2024-2025 Annual Evaluation of The Florida Department of Children and  
Families Lead Administrative Coordinator

| Provider Name                        | Contract Number | Contract Agency | FY 24-25 DCF Payments |
|--------------------------------------|-----------------|-----------------|-----------------------|
| Miami-Dade College                   | XK059           | DCF             | \$7,102,129           |
|                                      | LC933           | DCF             | \$211,370             |
| Ounce of Prevention Fund of Florida  | LJ959           | DCF             | \$47,614,048          |
|                                      | LJ210           | DCF             | \$3,848,700           |
| The Crisis Center of Tampa Bay, Inc. | LH837           | DCF             | \$125,000             |

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2024-2025 Annual Evaluation of The Florida Department of Children and  
Families Lead Administrative Coordinator

**List of DCF Providers and Contracts for which DOH is Lead  
Administrative Coordinator (Payment amounts are from FACTS for  
FY24-25 as of July 22,2025)**

| Provider Name                | Contract<br>Number | Lead Admin<br>Coord<br>Agency | FY 24-25 DCF<br>Payments |
|------------------------------|--------------------|-------------------------------|--------------------------|
| University of South Florida  | LH344              | DOH                           | \$463,938                |
|                              | LJ016              |                               | \$810,043                |
|                              | LH816              |                               | \$500,000                |
| Florida State University     | LC939              | DOH                           | \$1,367,371              |
| University of Florida        | LJ211              | DOH                           | \$416,262                |
| Nova Southeastern University | LC932              | DOH                           | \$137,109                |

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2024-2025 Annual Evaluation of The Florida Department of Children and Families Lead Administrative Coordinator

**Annual Evaluation, pursuant to s. 287.0575(7), F.S.**

The DCF Chief of Contract Oversight, in his role as Lead Administrative Coordinator for the Department, has met expectations in establishing coordinated systems, improving efficiency, and reducing redundant monitoring activities for State agencies and service providers.

- The Chief of Contract Oversight conducted electronic tracking of the eligible service providers and quickly provided reliable information about service providers for which he is responsible. All information is maintained in electronic format so it can easily be shared within DCF and with other agencies via email.
- The Chief of Contract Oversight deployed information to all monitoring staff within DCF and regularly monitored the schedule to ensure coordinated measures are used for the applicable service providers.
- The Chief of Contract Oversight advocated for reducing, to the greatest extent possible, the burden on service providers by identifying the most relevant documents to be required by the specific agencies who share a particular service provider instead of applying a generic list of all possible documents for every service provider.
- The Chief of Contract Oversight was flexible in allowing service providers to submit information and documents in any manner that the service provider finds most convenient, providing the manner met security protocol.
- Documents provided to DCF have been used and shared when requested by other involved agencies. DCF has requested documents from other agencies when that agency houses the responsible Lead Administrative Coordinator.
- The Chief of Contract Oversight used email to the greatest extent possible to reduce shipping costs.

Overall, the Chief of Contract Oversight has continued to meet expectations in her performance as the DCF Designated Lead Administrative Coordinator for Fiscal Year 2024-2025.

