

2026 Calendar
COJ Public Service Grants
Regular PSG Meetings on 2nd Monday of every month

January	6	MVP Committee Meeting
	12	Monthly Meeting (Committee Chair appointments) 2-4:00p <u>Agency site visits permitted</u>
February	4	MVP Committee Meeting (Recommendations due per 118.804)
	5	Budget Committee Meeting
	9	Monthly Meeting (vote on MVP Categories, % funding allocations and how grants will be scored 118/126) 2-4:00p
	13	Outreach Committee Meeting (Planning for Spring information session) <u>Agency site visits permitted (TENTATIVE)</u>
March	1	Recommendations due [MVP Categories, % funding allocations and how grants will be scored (118/126)]
	TBD	Budget Committee Meeting (Review and approve funding request letter)
	9	Monthly Meeting (vote on PSG funding recommendation for next budget year) 2-4:00p
	24	Outreach Committee Meeting (Prep for Info Session) (Tentative) <u>Agency site visits permitted</u>
April	1	Funding Request due to Mayor's Office (per MBRC schedule)
	9	Outreach Committee Meeting (Prep for Info Session) (Tentative)
	13	Monthly Meeting 2-4:00p
	TBD	Information Session <u>Agency site visits permitted</u>
May	2	Deadline for City Council to adopt MVP categories, % funding allocations and how grants will be scored (118/126)
	11	Monthly Meeting (Lessons learned from Info Session) 2-4:00p
	18	Mandatory application training #1 held for applicant agencies FYI Only Courtesy reviews begin (within 30 days after effective date 5/1) FYI Only
	21	Mandatory application training #2 held for applicant agencies FYI Only . <u>Agency site visits permitted</u>
June	8	Monthly Meeting (Scoring norming exercise) 2-4:00p
	24	Courtesy reviews end (5 business days before 7/1 application deadline)
	30	Annual report due to the City Council <u>Agency site visits permitted & members for scoring categories randomly selected.</u>

July	1	Applications due (<i>notify by 7/10 of eligible/ineligible</i>)
	10	Staff notifies agencies of eligibility/ineligibility (<i>within 3 business days of decision</i>) Appeal period begins (<i>ends 5 business days after notification</i>)
	13	Monthly Meeting 2-4:00p
	17	PSG Appeals Board Meeting (<i>PSGC Chair only</i>)
	21	PSG Council receives access to applications to begin scoring applications
7/21-9/16		Interviews permitted (<i>in the Sunshine for <u>all</u> in category</i>) <u>NO</u> contact with applicants; <u>NO</u> agency visits permitted
August	10	Monthly Meeting 2-4:00p <u>NO</u> contact with applicants; <u>NO</u> agency visits permitted
September	14	Monthly Meeting 2-4:00p Interview period ends (<i>in the Sunshine for all categories</i>) (<i>3rd Tuesday</i>)
	16	PSG Council completes scoring applications (<i>3rd Tuesday</i>)
	22	City Council adopts final annual budget with funding allocation
	23	PSG Council meets to vote on tentative adoption of rankings 11:00 a.m. - 12n (<i>day after COJ annual budget is adopted</i>)
	24	Notify agencies of tentative rankings Appeal period begins (<i>ends 5 business days after notification</i>) <u>NO</u> contact with applicants; <u>NO</u> agency visits permitted
October	2	Appeal period ends
	7	Appeals Board Meeting (<i>PSG Chair, GA, Chief of Procurement</i>)
	9	Monthly Meeting (PSG Council meets to adopt final funding allocations) (<i>by 2nd Friday in October</i>) 9-11:00 a.m. <u>NO</u> contact with applicants; <u>NO</u> agency visits permitted until final rankings adopted
November	9	Monthly Meeting (includes 2-hour mandatory annual training for PSG Council Members) Time extended 2–5:00 p.m.
	30	<u>Deadline to have contracts fully executed (per ordinance)</u> <u>Agency site visits permitted</u>
December	14	Monthly Meeting (<i>elect Chair and Vice Chair</i>) 2-4:00p
	TBD	Budget Committee Meeting
	TBD	MVP Committee Meeting <u>Agency site visits permitted</u>

PSG processes are governed by Chapters 80 and 118 Jacksonville Ordinance Code