



2025 Autism License Plate Grant Program Applicant Resource Guide

Program Overview & Eligibility

The Florida Autism License Plate Grants Program provides funding to nonprofit organizations delivering direct services to individuals with autism and related disabilities in Florida. Funds are generated through sales of Florida's "Support Autism Programs" specialty license plate and are administered by Arc Broward through the Autism Services Grants Council (ASGC).

Who Can Apply

- 501(c)(3) nonprofit organizations with current IRS tax-exempt status.
- Registered with the Florida Department of Agriculture and Consumer Services (FDACS) for charitable solicitation or able to provide exemption documentation.
- Providing direct services to individuals with autism and related disabilities in Florida.
- 2024 prior recipients may apply; if selected, funds will not be distributed until final reports from previous awards are submitted by September 30, 2025.

Funding Details

- Maximum request amount: \$10,000.
- Funds must be used for direct services only.
- Ineligible uses: vehicles, real property, capital campaigns, endowments, lobbying, research, debt repayment, or expenses incurred before grant approval.
- Funds must be fully spent by September 30, 2026.
- At least 50% of funds will be awarded to organizations with operating budgets under \$1 million.

Application Process

- The application will be available [online](#) from July 1, 2025 through July 31, 2025.
- The application must be submitted online in one sitting (cannot save progress).
- Applicants will receive an automatic email confirmation upon submission. If you do not receive confirmation, contact info@autismlicenseplate.com.

Organization and Project Information Required

- Organization Name
- Mission Statement (100 words or less)
- Website and social media links
- Mailing address
- CEO/Executive Director contact information
- Primary Project Contact information



- Federal EIN (This is your 9-digit IRS-issued number (e.g., 12-3456789 and can be found on your 501(c)3 letter issued by the IRS
- Florida Charitable Solicitation Registration Number. This is issued by the Florida Department of Agriculture and Consumer Services (FDACS). Registration must be current at the time of application.
- If previously funded, years awarded funding
- Project Name
- Project Description (250 words or less)
- Amount Requested (maximum \$10,000)
- Number of individuals proposed to be served
- Counties to be served
- Whether participants will be charged a fee for services (Yes/No). If yes, briefly describe.

Marketing Participation

Indicate past participation in marketing the Florida Autism License Plate

And include ideas to help increase license plate sales

Attachments Required (PDF Format)

- Project Line-Item Budget (specific project budget with requested ASGC funds and other secured/pending support, not your total organization budget)
- IRS 501(c)(3) Determination Letter
- First page of most recent IRS Form 990
- Florida Charitable Solicitation Registration Certificate or Exemption Letter
- Board of Directors list with email addresses

Important Clarifications

- Federal EIN: Your 9-digit IRS-issued employer identification number (e.g. 12-3456789). Found on IRS Determination Letter, IRS Form 990, or W-9.
- Florida Charitable Solicitation Registration: Issued by FDACS. Verify or apply at: <https://csapp.fdacs.gov/CSPublicApp/CheckACharity/CheckACharity.aspx>. Registration must be current.
- Florida Charitable Solicitation Exempt Organizations: Some religious, educational, or government organizations may qualify for exemption. If exempt, submit FDACS exemption documentation.



How to Complete Your Project Budget

All applicants are required to submit a line-item budget for the proposed project. The budget should clearly show how Autism License Plate Grant funds will be used to deliver direct services to individuals with autism and related disabilities. A sample budget template is provided to assist you in completing this section.

Key Budget Guidelines

- List each major category of expenses that directly support your project.
- Include a brief description of each budget item to explain how the funds will be used.
- Use the 'Amount Requested from ASGC' column to list expenses you are requesting grant funds for.
- Use the 'Other Funding (In-Kind or Other Sources)' column to show any other funding or in-kind support you have secured for the project. This is optional but encouraged.
- Ensure that the total of each row equals the full cost for that budget item in the 'Total Project Cost' column.
- Round figures to whole dollars for simplicity.

Allowable Expenses Include:

- Personnel (staff salaries directly tied to project delivery)
- Supplies & materials needed for the program
- Program equipment
- Facility or space rental for direct service delivery
- Marketing & outreach costs related to project
- Limited travel costs, if directly related to program delivery

Unallowable Expenses Include:

- Vehicles, capital expenses, or building improvements
- Debt repayment, lobbying, or research
- General fundraising or development costs not tied to the funded project
- Expenses incurred prior to grant approval

If you are unsure whether a budget item is allowable, please contact the Autism Services Grants Council at info@autismlicenseplate.com before submitting your application.

Review Process & What Makes a Strong Application

All eligible applications are reviewed by the Autism Services Grants Council using a rating scale. Reviewers consider:

- How well the project aligns with providing direct services to individuals with autism and related disabilities.
- The clarity, detail, and feasibility of the proposed project.
- The impact of services provided and expected outcomes.
- The organization's capacity to successfully deliver the services.
- Past grant performance (if applicable).
- Participation in promoting the Florida Autism License Plate program.
- Applications that clearly explain how funds will be used, include well-developed budgets, and describe measurable outcomes tend to be more competitive.



Post-Award Requirements

If awarded, recipients must:

- Execute and return the Grant Agreement.
- Spend all funds by September 30, 2026.
- Submit Mid-Year Report by April 1, 2026.
- Submit Final Report by September 30, 2026.
- Promote the Florida Autism License Plate using provided marketing materials.

Key Dates Summary

- Application Opens: July 1, 2025
- Application Deadline: July 31, 2025
- Award Notifications Sent: By October 1, 2025
- Mid-Year Report Due: April 1, 2026
- Final Report Due: September 30, 2026
- Funds Fully Expended By: September 30, 2026

Helpful Hints for First-Time Applicants

- Read the full grant application carefully before starting.
- Prepare all attachments and budgets in advance.
- Submit your application early to avoid last-minute issues.
- Focus on being clear, specific, and honest about your project and who you would serve.
- Reach out to info@autismlicenseplate.com if you have questions. We are here to support you!



Autism License Plate Grant Program Pre-Submission Checklist

Before starting your online application, please review this checklist carefully to ensure you have all required information and documentation. The application form cannot be saved mid-progress.

Organization and Project Information

- Organization Name
- Mission Statement (100 words or less)
- Website and social media links
- Mailing address
- Executive Director contact information
- Primary Project Contact information
- Federal EIN (This is your 9-digit IRS-issued number (e.g., 12-3456789 and can be found on your 501(c)3 letter issued by the IRS
- Florida Charitable Solicitation Registration Number. This is issued by the Florida Department of Agriculture and Consumer Services (FDACS). Registration must be current at the time of application.
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Attachments Required (PDF Format required)

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Marketing Participation

Indicate past participation in marketing the Florida Autism License Plate
And include ideas to help increase license plate sales

Submission Reminder

Submit your application in one sitting. You will receive an email confirmation upon submission. If you do not receive confirmation within 3 business days, contact info@autismlicenseplate.com.



2025 Autism License Plate Grant Program - Applicant FAQ

Eligibility & Basic Qualifications

Q: What is a “direct service project”?

A: A direct service project provides hands-on, programmatic support to individuals with autism and related disabilities. Examples include therapy, training, social skills groups, educational programming, recreational activities, or employment support services delivered directly to individuals or families.

Q: What if my organization is entirely volunteer-run with no paid staff — are we still eligible?

A: Yes. As long as your organization meets the eligibility criteria (501(c)(3) status, current Florida charitable registration or exemption, and direct service delivery), both volunteer-run and staffed organizations are welcome to apply.

Q: Does my organization need a Florida physical address?

A: No. However, all services funded must directly serve individuals with autism and related disabilities within Florida.

Application Preparation

Q: How detailed does my project budget need to be?

A: Your budget should clearly list how much funding you are requesting and what specific expenses the Autism License Plate Grant would support. Include line items such as staff time, supplies, materials, space rental, or other allowable costs that directly relate to delivering your project.

Q: Are matching funds required to apply?

A: No matching funds are required for this grant. However, you may include in-kind support or additional funding sources in your budget if applicable.

Q: Can staff salaries be included in the project budget?

A: Yes. Salaries directly related to delivery of the proposed project may be included. Only the portion directly tied to funded services should be requested.

Q: I’m not sure where to find my Florida Charitable Solicitation Registration Number. What should I do?

A: You can search for your organization’s registration or exemption status using the State of Florida “Check-A-Charity” tool at: <https://csapp.fdacs.gov/CSPublicApp/CheckACharity/CheckACharity.aspx>.

If you do not have a current registration, you must renew or apply before submitting your grant application.

Q: What if we do not have any social media or website?

A: That’s okay. While we ask for website and social media information as part of the application, it is not a requirement for funding. However, having public-facing communication channels may help with future license plate marketing efforts.



Program Parameters

Q: Can we apply for general operating support or do we need to submit a specific project?

A: This grant supports specific direct service projects for individuals with autism and related disabilities. General operating support alone is not eligible, though reasonable administrative costs directly tied to the project may be included.

Q: If our project serves individuals with multiple disabilities (including but not limited to autism), can we still apply?

A: Yes. Projects may serve individuals with multiple disabilities, as long as a significant portion of those served are individuals with autism or related disabilities. Clearly describe how services benefit this population.

Q: Are collaborative or partnership projects allowed?

A: Yes. Collaborations are permitted. One lead 501(c)(3) organization must serve as the applicant and fiscal agent, and partner roles must be clearly described.

Q: Are multi-year projects allowed?

A: No. Funding is for a one-year project period. All funds must be expended and services delivered by September 30, 2026.

Funding Decisions & Post-Award

Q: If we receive partial funding, can we adjust the project?

A: Yes. If awarded less than requested, grantees may adjust the scope of work and submit an updated budget reflecting awarded funds.

Q: What happens if we need to change our project budget after receiving an award?

A: Any changes to the budget or project scope must be approved in writing by the Autism Services Grants Council prior to incurring new expenses.

Q: What documentation is required for mid-year and final reports?

A: Grantees submit narrative and photo updates, quantitative data (number served), expenditure reports, and documentation of license plate marketing efforts through an online form.

Q: Will feedback be provided if we are not funded?

A: While individualized feedback may not be automatically provided, applicants may request general feedback following award announcements.



Autism License Plate Marketing Expectations

Q: What is the Florida “Support Autism Programs” license plate and how does it connect to this grant?

A: Proceeds from sales of Florida’s specialty “Support Autism Programs” license plates directly fund the Autism License Plate Grant Program. Grantees are expected to help promote awareness and sales of the license plate to sustain and expand funding for autism services across Florida.

Compliance & Audit

Q: What does it mean that this grant is subject to “State Projects Compliance” and the Florida State Single Audit Act?

A: The Autism License Plate Grant Program is funded through state dollars and is assigned a Catalog of State Financial Assistance (CSFA) number: 76.109. This means:

- This grant is considered state financial assistance under Florida’s State Projects Compliance standards.
- If your organization receives other state financial assistance (from any Florida agency), these amounts are combined with your Autism License Plate grant to calculate your total state expenditures.
- If your total state financial assistance reaches or exceeds \$750,000 during your fiscal year, your organization is subject to the Florida State Single Audit Act and must conduct an annual audit following state single audit guidelines. This includes preparing and submitting audit reports to the State of Florida Auditor General.
- Receiving this Autism License Plate grant alone does not automatically require an audit — it only becomes required if your combined state funding crosses the \$750,000 threshold.

Helpful Resources:

Florida Auditor General: State Project Compliance Supplement <https://apps.fldfs.com/fsaa/compliance.aspx>

Florida Department of Financial Services: Florida Single Audit Act Guidance <https://apps.fldfs.com/fsaa/>