

## United Way of Northeast Florida, Inc. – United Way 2-1-1 Program

### FY 2025-2026 City Grant Proposal Term Sheet

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**Grant Recipient:** United Way of Northeast Florida, Inc. (“United Way” or “Recipient”)

**Program Name:** United Way 2-1-1 Program (the “Program”)

**City Funding Request:** \$250,000

**Contract/Grant Term:** October 1, 2025– September 30, 2026

**Any substantial change to this FY 2025-2026 City Grant Proposal Term Sheet (the “Term Sheet”) or a budget change not within 10% of the attached Program budget will require City Council approval.**

#### **PROGRAM OVERVIEW:**

United Way 2-1-1 is a confidential information and referral helpline connected with a crisis and suicide prevention hotline. United Way 2-1-1 connects people of all ages and from all communities to the essential health and human services they need, 24 hours a day, seven days a week. Community resource specialists identify and connect people in need to available resources while demonstrating respect and compassion. Specialists also de-escalate stressful situations and serve as the first point of contact for crisis calls. Specialists conduct follow up communications, intake for specialized programs or services, outbound calls, basic database maintenance and community outreach. The funding will be applied toward call center programmatic expenses during FY 2025 – 2026 as outlined in the attached budget.

#### **PROGRAM SCOPE OF WORK AND DELIVERABLES:**

January – December 2024, United Way 2-1-1 handled a total of 44,172 calls from Duval County residents. Residents experiencing hardship or a difficult or dangerous situation were connected to regional community resources resulting in 55,005 referrals to avoid further deterioration of their health, safety, or welfare. Some of the calls to United Way 2-1-1 were to schedule appointments for the United Way RealSense Tax program.

The bulk of our activities center on information and referral however additional services provided include **veteran care coordination, crisis intervention, and disaster recovery and preparation**. Florida Statute Section 408.918 requires accreditation from the Alliance of Information and Referral Services (AIRS) in order to operate as a recognized 2-1-1. United Way of Northeast Florida 2-1-1 obtained full reaccreditation by AIRS in June of 2021 for a period of five years. The information and referral services are **offered at no cost** to residents of Duval County as well as eight additional northeast Florida counties. However, the majority (78%) of calls, emails and texts requesting assistance from United Way 2-1-1 are from Duval County residents.

**Veteran care coordination** is available to all area veterans and their families at no cost through United Way 2-1-1. Approximately 90% of care coordination cases are from Duval County residents and they are connected to federal, state, and local organizations. Care coordination includes identifying resources, advocacy, follow-up, and peer counseling to ensure veterans avail themselves to all benefits during times of need. The wide array of veteran service offerings can be confusing and dedicated veteran care coordinators provide the vital link to those services.

As accredited by the **American Association of Suicidology (AAS)** and associate agency of the National Lifeline (988), United Way 2-1-1 specialists transfer suicide intervention services for all residents to 9-8-8 specialists. Suicide and crisis calls are prioritized ahead of all information and referral inquiries. A dedicated and highly-trained group of crisis specialists provide immediate assessment of suicidal and homicidal risk, attempt de-escalation and provide referrals to appropriate area mental health resources. United Way serves as 1 of 13 regional National Suicide Prevention Lifeline (988) contact centers in the state of Florida. We are working closely with regional mental health providers, law enforcement (911) and health institutions to build out the ideal system of response to crisis in our region. This 9-8-8 roll-out is not just about handling more crisis calls, but developing a

process to ensure these calls are routed properly to community agencies for either follow-up support services or law enforcement intervention when necessary.

United Way 2-1-1 plays a pivotal role during manmade and natural disasters in association and partnership with the Jacksonville Fire and Rescue Department, the City’s Emergency Operations Center (EOC) and as member of the Duval Community Organizations Active during Disasters (COAD). The 2-1-1 contact center provides connection to disaster agencies, information to the EOC and COAD, and serves as the community database for **disaster recovery services and preparation information** for the community. The First Coast Relief Fund (FCRF) played a critical role in providing immediate response and support to victims of Hurricane’s Matthew and Irma, and most recently during the COVID pandemic. United Way 2-1-1 served as the gateway for many Duval residents to access resources and support that were established through the FCRF.

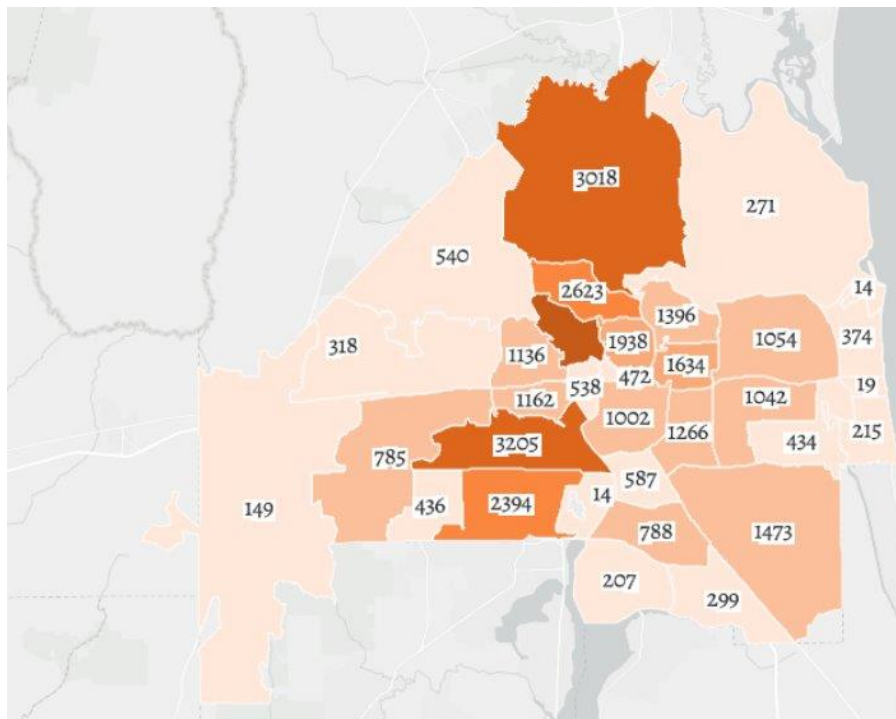
Eighty-three percent (83%) of the calls to 2-1-1 come from Duval County residents, with a total of 33% of our current funding provided by the City of Jacksonville at \$250,000 and Kids Hope Alliance at \$64,000. This continued support is crucial to ensuring that we can continue to meet the overwhelming demand for assistance from our community, particularly in these times of heightened need.

### **PROGRAM COSTS/PAYMENT TERMS:**

United Way will be reimbursed for certain programmatic expenses including, but not limited to, salaries and benefits for up to 9 Call Center Specialists, partial funding for the Vice President of Call Center Operations, and other Program operating expenses (e.g. rent and telephone).

### **PROGRAM IMPACT & REPORTING:**

The top three needs presented by callers did not change year over year (rent assistance – 15,290, utility assistance – 13,290 and food assistance – 7,042). Households in every Duval County zip code call 211 for assistance. Without United Way 2-1-1, these calls and callers would likely have relied upon 630-CITY for support and resources.



United Way 2-1-1 meets or exceeds all accreditation requirements to include quality assurance, training and supervision of staff and is launching The Loop in May 2025 to get live feedback from callers by sending questions

via text about the referrals they received from 2-1-1. This data will help us know which organizations are able to help 2-1-1 callers and enable Specialists to improve the referrals they recommend. From January to December 2024, a total of 414 callers completed a satisfaction survey and rated 2-1-1 overall with an average score of 4.1 out of 5.0 scale. They also rated the listening ability and courtesy of our Specialists as 4.4 and 4.4 respectively out of a 5.0 scale. Additionally, United Way is upgrading its database and call technology to Salesforce to improve referrals and reporting. Previous technological improvements include a fully integrated SMS texting platform that allows for two-way communication, push notifications, and the sharing of information based on keywords.

Through our Ride United initiative supported through the 2-1-1 call center, we have been able to provide free transportation for Duval County households that were without direct access to health, food and employment services through our national partnerships with Lyft. During the last year, 2-1-1 provided just under 4,000 rides to local residents to access medical appointments, job interviews, start new employment or to pick up food from local pantries or groceries, and we received additional funding from Baptist Health and Mayo Clinic Florida to expand the number of rides we can provide in 2025-2026.

We will report the number of calls answered from Duval County residents by zip code. We will report the top 5 needs/reasons callers reached out for help for all Duval residents, and we will report the number of referrals provided to address the needs of Duval residents. We will monitor and report wait times of callers during peak volume times and on average.

Anticipated outcomes:

Calls answered from Duval residents: 45,000

Referrals provided to Duval residents: 55,000

#### **ADDITIONAL GRANT REQUIREMENTS AND CONDITIONS:**

Recipient's expenditure of City Funds for the Program and the provision of services shall be subject to Chapter 118, Parts 1 through 5 of the *Jacksonville Municipal Code*, and the terms and conditions of any contract entered into between the City and Recipient. Recipient shall use the City funds for the Program in accordance with the City Council approved Term Sheet and Program budget. The City's Grants Administrator may amend this Term Sheet and the approved Program budget consistent with the Program needs, provided that any substantial change to this FY 2025-2026 City Grant Proposal Term Sheet (the "Term Sheet") or a budget change not within 10% of the attached Program budget will require City Council approval.

**FY 25-26 City Grant - Complete Program Budget Detail**

**Lead Agency: United Way of Northeast Florida, Inc.**

**Program Name: 2-1-1/Mission United**

**Agency Fiscal Year: 2025-2026**

| BUDGET                                                          |                                           |                                            |                                               |                               |                                  |                                         |                                      |                                  |  |
|-----------------------------------------------------------------|-------------------------------------------|--------------------------------------------|-----------------------------------------------|-------------------------------|----------------------------------|-----------------------------------------|--------------------------------------|----------------------------------|--|
| Funding Partners                                                |                                           |                                            |                                               |                               |                                  |                                         |                                      |                                  |  |
| Categories and Line Items                                       | Prior Year<br>Prg Funding<br>FY 2023-2024 | Current Year<br>Prg Budget<br>FY 2024-2025 | Total Est. Cost<br>of Program<br>FY 2025-2025 | Agency<br>Provided<br>Funding | All Other<br>Program<br>Revenues | City of<br>Jacksonville<br>(City Grant) | Federal/ State<br>& Other<br>Funding | Private<br>Foundation<br>Funding |  |
| <b>I. Employee Compensation</b>                                 |                                           |                                            |                                               |                               |                                  |                                         |                                      |                                  |  |
| <b>Personnel - 01201 (list Job Title or Positions no names)</b> |                                           |                                            |                                               |                               |                                  |                                         |                                      |                                  |  |
| 1. Call Center Specialist (9)                                   | \$334,214.00                              | \$353,840.26                               | \$327,600.00                                  | \$0.00                        | \$0.00                           | \$87,360.00                             | \$240,240.00                         | \$0.00                           |  |
| 2. Team Lead I                                                  | \$42,700.00                               | \$0.00                                     | \$45,468.80                                   | \$0.00                        | \$0.00                           | \$0.00                                  | \$45,468.80                          | \$0.00                           |  |
| 3. 211 Operations Supervisor                                    | \$65,000.00                               | \$66,803.88                                | \$75,000.00                                   | \$0.00                        | \$0.00                           | \$0.00                                  | \$75,000.00                          | \$0.00                           |  |
| 4. VP of Call Center Operations                                 | \$90,000.00                               | \$18,092.31                                | \$147,000.00                                  | \$0.00                        | \$0.00                           | \$58,800.00                             | \$88,200.00                          | \$0.00                           |  |
| 5 Chief Operating Officer                                       | \$0.00                                    | \$33,201.67                                | \$0.00                                        | \$0.00                        | \$0.00                           | \$0.00                                  | \$0.00                               | \$0.00                           |  |
| 6                                                               | \$0.00                                    | \$0.00                                     | \$0.00                                        | \$0.00                        | \$0.00                           | \$0.00                                  | \$0.00                               | \$0.00                           |  |
| 7                                                               | \$0.00                                    | \$0.00                                     | \$0.00                                        | \$0.00                        | \$0.00                           | \$0.00                                  | \$0.00                               | \$0.00                           |  |
| 8                                                               | \$0.00                                    | \$0.00                                     | \$0.00                                        | \$0.00                        | \$0.00                           | \$0.00                                  | \$0.00                               | \$0.00                           |  |
| 9                                                               | \$0.00                                    | \$0.00                                     | \$0.00                                        | \$0.00                        | \$0.00                           | \$0.00                                  | \$0.00                               | \$0.00                           |  |
| 10                                                              | \$0.00                                    | \$0.00                                     | \$0.00                                        | \$0.00                        | \$0.00                           | \$0.00                                  | \$0.00                               | \$0.00                           |  |
| 11                                                              | \$0.00                                    | \$0.00                                     | \$0.00                                        | \$0.00                        | \$0.00                           | \$0.00                                  | \$0.00                               | \$0.00                           |  |
| 12                                                              | \$0.00                                    | \$0.00                                     | \$0.00                                        | \$0.00                        | \$0.00                           | \$0.00                                  | \$0.00                               | \$0.00                           |  |
| 13                                                              | \$0.00                                    | \$0.00                                     | \$0.00                                        | \$0.00                        | \$0.00                           | \$0.00                                  | \$0.00                               | \$0.00                           |  |
| 14                                                              | \$0.00                                    | \$0.00                                     | \$0.00                                        | \$0.00                        | \$0.00                           | \$0.00                                  | \$0.00                               | \$0.00                           |  |
| 15                                                              | \$0.00                                    | \$0.00                                     | \$0.00                                        | \$0.00                        | \$0.00                           | \$0.00                                  | \$0.00                               | \$0.00                           |  |
| 16                                                              | \$0.00                                    | \$0.00                                     | \$0.00                                        | \$0.00                        | \$0.00                           | \$0.00                                  | \$0.00                               | \$0.00                           |  |
| 17                                                              | \$0.00                                    | \$0.00                                     | \$0.00                                        | \$0.00                        | \$0.00                           | \$0.00                                  | \$0.00                               | \$0.00                           |  |
| 18                                                              | \$0.00                                    | \$0.00                                     | \$0.00                                        | \$0.00                        | \$0.00                           | \$0.00                                  | \$0.00                               | \$0.00                           |  |
| 19                                                              | \$0.00                                    | \$0.00                                     | \$0.00                                        | \$0.00                        | \$0.00                           | \$0.00                                  | \$0.00                               | \$0.00                           |  |
| 20                                                              | \$0.00                                    | \$0.00                                     | \$0.00                                        | \$0.00                        | \$0.00                           | \$0.00                                  | \$0.00                               | \$0.00                           |  |
| 21                                                              | \$0.00                                    | \$0.00                                     | \$0.00                                        | \$0.00                        | \$0.00                           | \$0.00                                  | \$0.00                               | \$0.00                           |  |
| 22                                                              | \$0.00                                    | \$0.00                                     | \$0.00                                        | \$0.00                        | \$0.00                           | \$0.00                                  | \$0.00                               | \$0.00                           |  |
| 23                                                              | \$0.00                                    | \$0.00                                     | \$0.00                                        | \$0.00                        | \$0.00                           | \$0.00                                  | \$0.00                               | \$0.00                           |  |
| 24                                                              | \$0.00                                    | \$0.00                                     | \$0.00                                        | \$0.00                        | \$0.00                           | \$0.00                                  | \$0.00                               | \$0.00                           |  |
| 25                                                              | \$0.00                                    | \$0.00                                     | \$0.00                                        | \$0.00                        | \$0.00                           | \$0.00                                  | \$0.00                               | \$0.00                           |  |
| 26                                                              | \$0.00                                    | \$0.00                                     | \$0.00                                        | \$0.00                        | \$0.00                           | \$0.00                                  | \$0.00                               | \$0.00                           |  |
| 27                                                              | \$0.00                                    | \$0.00                                     | \$0.00                                        | \$0.00                        | \$0.00                           | \$0.00                                  | \$0.00                               | \$0.00                           |  |
| 28                                                              | \$0.00                                    | \$0.00                                     | \$0.00                                        | \$0.00                        | \$0.00                           | \$0.00                                  | \$0.00                               | \$0.00                           |  |
| 29                                                              | \$0.00                                    | \$0.00                                     | \$0.00                                        | \$0.00                        | \$0.00                           | \$0.00                                  | \$0.00                               | \$0.00                           |  |
| 30                                                              | \$0.00                                    | \$0.00                                     | \$0.00                                        | \$0.00                        | \$0.00                           | \$0.00                                  | \$0.00                               | \$0.00                           |  |
| <b>Subtotal Employee Compensation</b>                           | <b>\$531,914.00</b>                       | <b>\$471,938.12</b>                        | <b>\$595,068.80</b>                           | <b>\$0.00</b>                 | <b>\$0.00</b>                    | <b>\$146,160.00</b>                     | <b>\$448,908.80</b>                  | <b>\$0.00</b>                    |  |
| <b>Fringe Benefits</b>                                          |                                           |                                            |                                               |                               |                                  |                                         |                                      |                                  |  |
| Payroll Taxes - FICA & Med Tax - 02101                          | \$37,786.00                               | \$36,103.27                                | \$45,522.76                                   | \$34,341.52                   | \$0.00                           | \$11,181.24                             | \$0.00                               | \$0.00                           |  |
| Health Insurance - 02304                                        | \$107,615.00                              | \$94,387.62                                | \$153,532.58                                  | \$135,993.38                  | \$0.00                           | \$17,539.20                             | \$0.00                               | \$0.00                           |  |
| Retirement - 02201                                              | \$0.00                                    | \$0.00                                     | \$4,060.11                                    | \$4,060.11                    | \$0.00                           | \$0.00                                  | \$0.00                               | \$0.00                           |  |
| Dental - 02301                                                  | \$0.00                                    | \$0.00                                     | \$0.00                                        | \$0.00                        | \$0.00                           | \$0.00                                  | \$0.00                               | \$0.00                           |  |
| Life Insurance - 02303                                          | \$0.00                                    | \$0.00                                     | \$0.00                                        | \$0.00                        | \$0.00                           | \$0.00                                  | \$0.00                               | \$0.00                           |  |
| Workers Compensation - 02401                                    | \$0.00                                    | \$0.00                                     | \$0.00                                        | \$0.00                        | \$0.00                           | \$0.00                                  | \$0.00                               | \$0.00                           |  |
| Unemployment Taxes - 02501                                      | \$0.00                                    | \$891.90                                   | \$714.08                                      | \$714.08                      | \$0.00                           | \$0.00                                  | \$0.00                               | \$0.00                           |  |
| Other Benefits - (Please describe)                              | \$9,712.00                                | \$10,492.88                                | \$0.00                                        | \$0.00                        | \$0.00                           | \$0.00                                  | \$0.00                               | \$0.00                           |  |
| <b>Subtotal Taxes and Benefits</b>                              | <b>\$155,113.00</b>                       | <b>\$141,875.67</b>                        | <b>\$203,829.53</b>                           | <b>\$175,109.09</b>           | <b>\$0.00</b>                    | <b>\$28,720.44</b>                      | <b>\$0.00</b>                        | <b>\$0.00</b>                    |  |
| <b>Total Employee Compensation</b>                              | <b>\$687,027.00</b>                       | <b>\$613,813.79</b>                        | <b>\$798,898.33</b>                           | <b>\$175,109.09</b>           | <b>\$0.00</b>                    | <b>\$174,880.44</b>                     | <b>\$448,908.80</b>                  | <b>\$0.00</b>                    |  |
| <b>II. Operating Expenses</b>                                   |                                           |                                            |                                               |                               |                                  |                                         |                                      |                                  |  |
| <b>Occupancy Expenses</b>                                       |                                           |                                            |                                               |                               |                                  |                                         |                                      |                                  |  |
| Rent - Occupancy -04408                                         |                                           | \$28,291.36                                | \$42,060.74                                   | \$16,941.18                   | \$0.00                           | \$25,119.56                             | \$0.00                               | \$0.00                           |  |
| Telephone - 04181                                               | \$140,000.00                              | \$50,000.00                                | \$50,000.00                                   | \$0.00                        | \$0.00                           | \$50,000.00                             | \$0.00                               | \$0.00                           |  |
| Utilities - 04301                                               | \$0.00                                    | \$0.00                                     | \$0.00                                        | \$0.00                        | \$0.00                           | \$0.00                                  | \$0.00                               | \$0.00                           |  |
| Maintenance and Repairs - 04603                                 | \$0.00                                    | \$0.00                                     | \$0.00                                        | \$0.00                        | \$0.00                           | \$0.00                                  | \$0.00                               | \$0.00                           |  |
| Insurance Property & General Liability - 04502                  | \$0.00                                    | \$7,963.67                                 | \$0.00                                        | \$0.00                        | \$0.00                           | \$0.00                                  | \$0.00                               | \$0.00                           |  |
| Other - (Please describe)                                       | \$0.00                                    | \$0.00                                     | \$0.00                                        | \$0.00                        | \$0.00                           | \$0.00                                  | \$0.00                               | \$0.00                           |  |
| <b>Office Expenses</b>                                          |                                           |                                            |                                               |                               |                                  |                                         |                                      |                                  |  |
| Office and Other Supplies - 05101                               |                                           | \$586.89                                   | \$500.00                                      | \$500.00                      | \$0.00                           | \$0.00                                  | \$0.00                               | \$0.00                           |  |
| Postage - 04101                                                 |                                           | \$0.00                                     | \$0.00                                        | \$0.00                        | \$0.00                           | \$0.00                                  | \$0.00                               | \$0.00                           |  |
| Printing and Advertising - 04801                                |                                           | \$3,500.00                                 | \$17,500.00                                   | \$17,500.00                   | \$0.00                           | \$0.00                                  | \$0.00                               | \$0.00                           |  |
| Publications - 05216                                            |                                           | \$250.00                                   | \$0.00                                        | \$0.00                        | \$0.00                           | \$0.00                                  | \$0.00                               | \$0.00                           |  |
| Staff Training - 05401                                          | \$7,500.00                                | \$300.00                                   | \$500.00                                      | \$500.00                      | \$0.00                           | \$0.00                                  | \$0.00                               | \$0.00                           |  |
| Directors & Officers - Insurance - 04501                        |                                           | \$0.00                                     | \$0.00                                        | \$0.00                        | \$0.00                           | \$0.00                                  | \$0.00                               | \$0.00                           |  |
| Professional Fees & Services (not audit) - 03410                | \$144,000.00                              | \$39,325.31                                | \$50,000.00                                   | \$50,000.00                   | \$0.00                           | \$0.00                                  | \$0.00                               | \$0.00                           |  |
| Background Screening - 04938                                    |                                           | \$1,000.00                                 | \$0.00                                        | \$0.00                        | \$0.00                           | \$0.00                                  | \$0.00                               | \$0.00                           |  |
| Other - Computer Equipment - 06403                              |                                           | \$5,000.00                                 | \$5,000.00                                    | \$5,000.00                    | \$0.00                           | \$0.00                                  | \$0.00                               | \$0.00                           |  |
| Other - Special Event Expenses                                  |                                           | \$2,500.00                                 | \$0.00                                        | \$0.00                        | \$0.00                           | \$0.00                                  | \$0.00                               | \$0.00                           |  |
| Other - Membership Dues                                         | \$6,996.00                                | \$10,000.00                                | \$10,000.00                                   | \$10,000.00                   | \$0.00                           | \$0.00                                  | \$0.00                               | \$0.00                           |  |
| Other- Community Impact Suppor                                  | \$35,000.00                               | \$1,500.00                                 | \$15,000.00                                   | \$15,000.00                   | \$0.00                           | \$0.00                                  | \$0.00                               | \$0.00                           |  |
| Other - Meeting Expenses                                        | \$3,504.00                                | \$1,000.00                                 | \$2,500.00                                    | \$2,500.00                    | \$0.00                           | \$0.00                                  | \$0.00                               | \$0.00                           |  |
| <b>Travel Expenses</b>                                          |                                           |                                            |                                               |                               |                                  |                                         |                                      |                                  |  |
| Local Mileage - 04021                                           | \$0.00                                    | \$1,000.00                                 | \$1,500.00                                    | \$1,500.00                    | \$0.00                           | \$0.00                                  | \$0.00                               | \$0.00                           |  |
| Parking & Tools - 04028                                         | \$0.00                                    | \$0.00                                     | \$0.00                                        | \$0.00                        | \$0.00                           | \$0.00                                  | \$0.00                               | \$0.00                           |  |
| <b>Equipment Expenses</b>                                       |                                           |                                            |                                               |                               |                                  |                                         |                                      |                                  |  |
| Rental & Leases - Equipment - 04402                             | \$0.00                                    | \$0.00                                     | \$0.00                                        | \$0.00                        | \$0.00                           | \$0.00                                  | \$0.00                               | \$0.00                           |  |
| Vehicle Fuel and Maintenance - 04216                            | \$0.00                                    | \$0.00                                     | \$0.00                                        | \$0.00                        | \$0.00                           | \$0.00                                  | \$0.00                               | \$0.00                           |  |
| Vehicle Insurance -04502                                        | \$0.00                                    | \$0.00                                     | \$0.00                                        | \$0.00                        | \$0.00                           | \$0.00                                  | \$0.00                               | \$0.00                           |  |
| Other - (Please describe)                                       | \$0.00                                    | \$0.00                                     | \$0.00                                        | \$0.00                        | \$0.00                           | \$0.00                                  | \$0.00                               | \$0.00                           |  |
| <b>Direct Client Expenses - 08301</b>                           |                                           |                                            |                                               |                               |                                  |                                         |                                      |                                  |  |
| Client Rent                                                     | \$0.00                                    | \$0.00                                     | \$0.00                                        | \$0.00                        | \$0.00                           | \$0.00                                  | \$0.00                               | \$0.00                           |  |
| Client Utilities                                                | \$0.00                                    | \$0.00                                     | \$0.00                                        | \$0.00                        | \$0.00                           | \$0.00                                  | \$0.00                               | \$0.00                           |  |
| Client Food                                                     | \$0.00                                    | \$0.00                                     | \$0.00                                        | \$0.00                        | \$0.00                           | \$0.00                                  | \$0.00                               | \$0.00                           |  |
| Client Medical                                                  | \$0.00                                    | \$0.00                                     | \$0.00                                        | \$0.00                        | \$0.00                           | \$0.00                                  | \$0.00                               | \$0.00                           |  |
| Client Educational                                              | \$0.00                                    | \$0.00                                     | \$0.00                                        | \$0.00                        | \$0.00                           | \$0.00                                  | \$0.00                               | \$0.00                           |  |
| Client Personal                                                 | \$0.00                                    | \$0.00                                     | \$0.00                                        | \$0.00                        | \$0.00                           | \$0.00                                  | \$0.00                               | \$0.00                           |  |
| Client Other (Please describe)                                  | \$0.00                                    | \$0.00                                     | \$0.00                                        | \$0.00                        | \$0.00                           | \$0.00                                  | \$0.00                               | \$0.00                           |  |
| Client Other (Please describe)                                  | \$0.00                                    | \$0.00                                     | \$0.00                                        | \$0.00                        | \$0.00                           | \$0.00                                  | \$0.00                               | \$0.00                           |  |
| <b>Total Operating Expenses</b>                                 | <b>\$337,000.00</b>                       | <b>\$152,217.23</b>                        | <b>\$194,560.74</b>                           | <b>\$119,441.18</b>           | <b>\$0.00</b>                    | <b>\$75,119.56</b>                      | <b>\$0.00</b>                        | <b>\$0.00</b>                    |  |
| <b>III. Operating Capital Outlay (OVER \$1,000)</b>             |                                           |                                            |                                               |                               |                                  |                                         |                                      |                                  |  |
| Machinery & Equipment - 06402                                   | \$0.00                                    | \$0.00                                     | \$0.00                                        | \$0.00                        | \$0.00                           | \$0.00                                  | \$0.00                               | \$0.00                           |  |
| Computers & Software - 06427                                    | \$0.00                                    | \$0.00                                     | \$0.00                                        | \$0.00                        | \$0.00                           | \$0.00                                  | \$0.00                               | \$0.00                           |  |
| Other - (Building Renovations)                                  | \$0.00                                    | \$0.00                                     | \$0.00                                        | \$0.00                        | \$0.00                           | \$0.00                                  | \$0.00                               | \$0.00                           |  |
| <b>Total Capital Outlay</b>                                     | <b>\$0.00</b>                             | <b>\$0.00</b>                              | <b>\$0.00</b>                                 | <b>\$0.00</b>                 | <b>\$0.00</b>                    | <b>\$0.00</b>                           | <b>\$0.00</b>                        | <b>\$0.00</b>                    |  |
| <b>Direct Expenses Total</b>                                    | <b>\$1,024,027.00</b>                     | <b>\$766,031.02</b>                        | <b>\$993,459.07</b>                           | <b>\$294,550.27</b>           | <b>\$0.00</b>                    | <b>\$250,000.00</b>                     | <b>\$448,908.80</b>                  | <b>\$0.00</b>                    |  |
| <b>Percent of Budget</b>                                        | <b>-</b>                                  | <b>-</b>                                   | <b>100.0%</b>                                 | <b>29.6%</b>                  | <b>0.0%</b>                      | <b>25.2%</b>                            | <b>45.2%</b>                         | <b>0.0%</b>                      |  |

Last Modified: 02/16/2024

All City Grant items listed must be included in the narrative section of the budget.

**Budget Narrative for Selected Items of Cost**  
**FY 25-26 City Grant Application**  
**Program Budget Narrative (Max. 2 Pages)**  
**Proposed Funding Period: FY 2025-2026**  
**COJ Funding Only**

Agency: United Way of Northeast Florida, Inc.

Program Name: United Way 2-1-1

EXPENSES: Please provide narrative description for all categories listed below for which you are seeking **City Funding Only**.

We have included those required elements in the spaces below. See instructions when listing personnel expenses.

Please feel free to add additional lines as necessary to provide explanations using the line insert feature.

**I. Employee Compensation** - (not related to costs of the office of the governor of a state or the chief executive of a political subdivision)

**Salary & Wages**

**\$87,360.00**

Call Center Specialist (9) - take calls from 2-1-1 hotline and provide assistance

**\$58,800.00**

VP of Call Center - 40% of his time will be dedicated to managing 2-1-1

**Payroll Taxes & Benefits**

**\$11,181.24**

FICA Calculated based on City-paid salaries only

**\$17,539.20**

Actual health benefit amounts for City-paid individuals

**II. Operating Expenses**

**Occupancy Expenses**

**\$25,119.56**

Full rent for office location for 2-1-1 staff

**\$50,000.00**

Phone for 2-1-1 calls

**Office Expenses**

**Travel Expenses - not related to entertainment expenses**

**Equipment Expenses**

**Direct Client Expenses**

**III. Operating Capital Outlay:**

**I.M. SULZBACHER CENTER FOR THE HOMELESS, INC. –  
Homeless Continuum of Care (Urban Rest Stop)**

**FY 2025-2026 City Grant Proposal Term Sheet**

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**Grant Recipient:** I.M. Sulzbacher Center for the Homeless, Inc. (“Sulzbacher” or “Recipient”)

**Program Name:** Homeless Continuum of Care/Urban Rest Stop (the “Program”)

**City Funding Request:** \$400,000

**Contract/Grant Term:** October 1, 2025– September 30, 2026

**Any substantial change to this FY 2025-2026 City Grant Proposal Term Sheet (the “Term Sheet”) or a budget change not within 10% of the attached Program budget line-items will require City Council approval.**

**PROGRAM OVERVIEW:**

The Urban Rest Stop is a collaboration between the City of Jacksonville and the I.M. Sulzbacher Center for the Homeless, Inc. This 6,000 square foot space located on the Sulzbacher main campus includes a large 15 stall shower and 10 stall toilet as well as laundry facilities, an outdoor deck, a multi-purpose lounge and an area for Link/Quest staff. This co-location has enabled unsheltered homeless clients, who are not currently staying at a shelter and /or do not have access to resources during the day, to have access to necessary sanitary facilities as well as meals, medical attention, personal storage facilities and a place to simply rest all at a single location thus overcoming the barrier of transportation. As the city’s homeless coordinated intake location, the Urban Rest Stop also acts as a portal to shelter throughout the city and to the multitude of services available from all homeless service providers.

This funding request is for programmatic expenses for FY 2025-2026.

**PROGRAM SCOPE OF WORK AND DELIVERABLES:**

The Urban Rest Stop is managed by Sulzbacher and is located on the Sulzbacher downtown campus. The Urban Rest Stop provides a safe place for the street homeless to rest and attend to basic needs such as bathing, laundry, meals, and healthcare. As well as access to showers, bathrooms, laundry, a place to receive mail and a space to sit/read and wait for appointments-which is not currently available to them anywhere else during the day (other than the public library), a full range of community services and resources are available that also includes referral to Coordinated Intake where they gain access to a host of other community services including case management, employment referrals, substance abuse counseling, entitlement application assistance as well as job assistance and the full range of health care services available at the Sulzbacher medical clinic. Providing so many services at a single location eliminates transportation as a barrier to care for clients and facilitates the delivery of other community assets.

This innovative collaboration directly addresses not only the goal of the Administration and the City Council various task forces to “to increase entry points into services using existing capacity” but also the goal in the Jacksonville City Council’s previous 3-year plan “to increase services during the day for the local street homeless population” by co-locating the agency that intakes all clients into the homeless service system with the largest and most comprehensive provider of services for this population. This center and the many services it provides has become even more critical with the passing of the State legislation HB1365 making public camping illegal.

## **PROGRAM COSTS/PAYMENT TERMS:**

*See the attached FY 2025-2026 Budget Form.*

The Homeless Continuum of Care Project, the Urban Rest Stop (URS) toward which these funds are to be used includes:

- **Weekend Staff** - 2 staff persons per 8 hour day, 2 days per week = 32 hours weekly. 4 staff associated with varying schedules = COJ \$33,000
- **Storage Advocate** – Oversight and management of storage facility = COJ \$40,000
- **Urban Rest Stop Advocate** – Front line client contact = COJ \$40,000
- **Taxes & Benefits** – COJ \$19,033
- **Utilities Costs** – COJ \$23,411
- **Equipment Rental** – COJ \$1,400
- **Food Costs** – COJ \$1,000.00
- **Direct Client Expenses – Program Supplies** – COJ \$14,000
- **Security** – JSO Security 7 days per week for one year \$196,000
- **Janitorial Staff** – COJ \$32,156

The City is authorized to reimburse the Recipient on receipt of evidence that, by way of example and not exclusion, a JSO security officer was paid for services at facility during daytime hours, utilities, maintenance, persons received emergency shelter, were rehoused, education and training were provided, health care was provided. In addition, a narrative report will be submitted with each reimbursement request concerning the numbers of homeless persons assisted and outcomes during the period for which reimbursement is sought demonstrating success of the program in meeting its objectives.

## **PROGRAM IMPACT & REPORTING:**

Program goals are to provide hot showers, laundry, meals and job opportunities to unsheltered, homeless individuals as well as facilities where they can rest. While on the Sulzbacher campus, clients also have available to them healthcare and referral to other community resources.

According to the Jacksonville Sheriff's Office, misdemeanor lifestyle crimes in the downtown area have been reduced by 50% since the URS opened. Since Coordinated Intake has moved to Changing Homelessness, there is no way to measure how many URS clients have been referred to housing but if we assume that the 178 individuals placed into stable employment are also assisted into stable housing then a rough measurement of the economic impact of the URS can be estimated. According to a 2017 study by the National Alliance to End Homelessness, on average it costs the community \$35,578 for a person to be unsheltered on the street (cost of arrests, social services, emergency rooms, etc.) and \$30,767 annually to be placed into supportive housing, a \$4,811 net annual savings.

In the first six months of the current contract year, URS has provided 4,520 showers, 500 loads of laundry, 91,653 meals and placed 55 individuals into employment. In the 2023-24 program year, the URS provided 11,980 showers, 1,006 loads of laundry, 269,960 meals, and 167 individuals employed.

While there is no way to project the number of individuals who will seek out the services of the URS, but on average we see between 100 to 150 people use the center each day. The extreme shortage of affordable housing nearly guarantees a significant increase in homelessness in the future.

**ADDITIONAL GRANT REQUIREMENTS AND CONDITIONS:**

Recipient's expenditure of City funds for the Program and the provision of services shall be subject to Chapter 118, Parts 1 – 5 of the *Jacksonville Ordinance Code*, and the terms and conditions of any contract entered into between the City and Recipient. Recipient shall use the City funds for the Program in accordance with the City Council approved Term Sheet and Program budget. The City's Grant Administrator may amend this Term Sheet or the approved Program budget consistent with the Program's needs, provided that any substantial change to this Term Sheet or the approved Program budget will require City Council approval.

FY 2025-2026 City Grant - Program Budget Deta

Lead Agency:  
I.M. Sulzbacher Center for the Homeless, Inc.  
Program Name:  
Urban Rest Stop

Agency Fiscal Year:  
July 1 - June 30

| BUDGET                                                        |                     |                     |                     |                    |               |                     |                  |               |
|---------------------------------------------------------------|---------------------|---------------------|---------------------|--------------------|---------------|---------------------|------------------|---------------|
| Categories and Line Items                                     | Prior Year          | Current Year        | Total Est. Cost     | Agency             | All Other     | City of             | Funding Partners |               |
|                                                               | Prg Funding         | Prg Budget          | of Program          | Provided           | Program       | Jacksonville        | Federal/ State   | Private       |
|                                                               | FY 2023-2024        | FY 2024-2025        | FY 2024-2025        | Funding            | Revenues      | (City Grant)        | & Other          | Foundation    |
|                                                               |                     |                     |                     |                    |               |                     | Funding          | Funding       |
| <b>I. Employee Compensation</b>                               |                     |                     |                     |                    |               |                     |                  |               |
| <b>Personnel - 01201 (list Job Title or Positions)</b>        |                     |                     |                     |                    |               |                     |                  |               |
| 1 Weekend Staff (2 staff/persons)                             | \$26,624.00         | \$33,391.12         | \$33,000.00         | \$0.00             | \$0.00        | \$33,000.00         | \$0.00           | \$0.00        |
| 2 Maintenance Staff                                           | \$8,028.00          | \$8,120.00          | \$8,120.00          | \$8,120.00         | \$0.00        | \$0.00              | \$0.00           | \$0.00        |
| 3 Urban Rest Stop Program Director                            | \$0.00              | \$0.00              | \$0.00              | \$0.00             | \$0.00        | \$0.00              | \$0.00           | \$0.00        |
| 4 Additional hours for weekend staff and JSO                  | \$0.00              | \$0.00              | \$0.00              | \$0.00             | \$0.00        | \$0.00              | \$0.00           | \$0.00        |
| 5 Storage Advocate                                            | \$36,000.00         | \$38,937.60         | \$40,000.00         | \$0.00             | \$0.00        | \$40,000.00         | \$0.00           | \$0.00        |
| 6 Urban Rest Stop Advocate                                    | \$36,000.00         | \$42,182.40         | \$40,000.00         | \$0.00             | \$0.00        | \$40,000.00         | \$0.00           | \$0.00        |
| 7                                                             | \$0.00              | \$0.00              | \$0.00              | \$0.00             | \$0.00        | \$0.00              | \$0.00           | \$0.00        |
| 8                                                             | \$0.00              | \$0.00              | \$0.00              | \$0.00             | \$0.00        | \$0.00              | \$0.00           | \$0.00        |
| 9                                                             | \$0.00              | \$0.00              | \$0.00              | \$0.00             | \$0.00        | \$0.00              | \$0.00           | \$0.00        |
| 10                                                            | \$0.00              | \$0.00              | \$0.00              | \$0.00             | \$0.00        | \$0.00              | \$0.00           | \$0.00        |
| 11                                                            | \$0.00              | \$0.00              | \$0.00              | \$0.00             | \$0.00        | \$0.00              | \$0.00           | \$0.00        |
| 12                                                            | \$0.00              | \$0.00              | \$0.00              | \$0.00             | \$0.00        | \$0.00              | \$0.00           | \$0.00        |
| 13                                                            | \$0.00              | \$0.00              | \$0.00              | \$0.00             | \$0.00        | \$0.00              | \$0.00           | \$0.00        |
| 14                                                            | \$0.00              | \$0.00              | \$0.00              | \$0.00             | \$0.00        | \$0.00              | \$0.00           | \$0.00        |
| 15                                                            | \$0.00              | \$0.00              | \$0.00              | \$0.00             | \$0.00        | \$0.00              | \$0.00           | \$0.00        |
| 16                                                            | \$0.00              | \$0.00              | \$0.00              | \$0.00             | \$0.00        | \$0.00              | \$0.00           | \$0.00        |
| 17                                                            | \$0.00              | \$0.00              | \$0.00              | \$0.00             | \$0.00        | \$0.00              | \$0.00           | \$0.00        |
| 18                                                            | \$0.00              | \$0.00              | \$0.00              | \$0.00             | \$0.00        | \$0.00              | \$0.00           | \$0.00        |
| 19                                                            | \$0.00              | \$0.00              | \$0.00              | \$0.00             | \$0.00        | \$0.00              | \$0.00           | \$0.00        |
| 20                                                            | \$0.00              | \$0.00              | \$0.00              | \$0.00             | \$0.00        | \$0.00              | \$0.00           | \$0.00        |
| 21                                                            | \$0.00              | \$0.00              | \$0.00              | \$0.00             | \$0.00        | \$0.00              | \$0.00           | \$0.00        |
| 22                                                            | \$0.00              | \$0.00              | \$0.00              | \$0.00             | \$0.00        | \$0.00              | \$0.00           | \$0.00        |
| 23                                                            | \$0.00              | \$0.00              | \$0.00              | \$0.00             | \$0.00        | \$0.00              | \$0.00           | \$0.00        |
| 24                                                            | \$0.00              | \$0.00              | \$0.00              | \$0.00             | \$0.00        | \$0.00              | \$0.00           | \$0.00        |
| 25                                                            | \$0.00              | \$0.00              | \$0.00              | \$0.00             | \$0.00        | \$0.00              | \$0.00           | \$0.00        |
| 26                                                            | \$0.00              | \$0.00              | \$0.00              | \$0.00             | \$0.00        | \$0.00              | \$0.00           | \$0.00        |
| 27                                                            | \$0.00              | \$0.00              | \$0.00              | \$0.00             | \$0.00        | \$0.00              | \$0.00           | \$0.00        |
| 28                                                            | \$0.00              | \$0.00              | \$0.00              | \$0.00             | \$0.00        | \$0.00              | \$0.00           | \$0.00        |
| 29                                                            | \$0.00              | \$0.00              | \$0.00              | \$0.00             | \$0.00        | \$0.00              | \$0.00           | \$0.00        |
| 30                                                            | \$0.00              | \$0.00              | \$0.00              | \$0.00             | \$0.00        | \$0.00              | \$0.00           | \$0.00        |
| <b>Subtotal Employee Compensation</b>                         | <b>\$106,652.00</b> | <b>\$122,631.12</b> | <b>\$121,120.00</b> | <b>\$8,120.00</b>  | <b>\$0.00</b> | <b>\$113,000.00</b> | <b>\$0.00</b>    | <b>\$0.00</b> |
| <b>Fringe Benefits</b>                                        |                     |                     |                     |                    |               |                     |                  |               |
| Payroll Taxes - FICA & Med Tax - 02101                        | \$6,342.00          | \$8,760.10          | \$8,644.62          | \$0.00             | \$0.00        | \$8,644.62          | \$0.00           | \$0.00        |
| Health Insurance - 02304                                      | \$3,492.00          | \$8,329.00          | \$8,329.00          | \$0.00             | \$0.00        | \$8,329.00          | \$0.00           | \$0.00        |
| Retirement - 02201                                            | \$0.00              | \$1,300.00          | \$1,300.00          | \$0.00             | \$0.00        | \$1,300.00          | \$0.00           | \$0.00        |
| Dental - 02301                                                | \$0.00              | \$561.00            | \$561.00            | \$0.00             | \$0.00        | \$561.00            | \$0.00           | \$0.00        |
| Life Insurance - 02303                                        | \$0.00              | \$0.00              | \$0.00              | \$0.00             | \$0.00        | \$0.00              | \$0.00           | \$0.00        |
| Workers Compensation - 02401                                  | \$0.00              | \$92.78             | \$198.38            | \$0.00             | \$0.00        | \$198.38            | \$0.00           | \$0.00        |
| Unemployment Taxes - 02501                                    | \$0.00              | \$0.00              | \$0.00              | \$0.00             | \$0.00        | \$0.00              | \$0.00           | \$0.00        |
| Other Benefits - (Disability)                                 | \$0.00              | \$0.00              | \$0.00              | \$0.00             | \$0.00        | \$0.00              | \$0.00           | \$0.00        |
| <b>Subtotal Taxes and Benefits</b>                            | <b>\$9,834.00</b>   | <b>\$19,032.88</b>  | <b>\$19,033.00</b>  | <b>\$0.00</b>      | <b>\$0.00</b> | <b>\$19,033.00</b>  | <b>\$0.00</b>    | <b>\$0.00</b> |
| <b>Total Employee Compensation</b>                            | <b>\$116,486.00</b> | <b>\$141,664.00</b> | <b>\$140,153.00</b> | <b>\$8,120.00</b>  | <b>\$0.00</b> | <b>\$132,033.00</b> | <b>\$0.00</b>    | <b>\$0.00</b> |
| <b>II. Operating Expenses</b>                                 |                     |                     |                     |                    |               |                     |                  |               |
| <b>Occupancy Expenses</b>                                     |                     |                     |                     |                    |               |                     |                  |               |
| Rent - Occupancy - 04408                                      | \$0.00              | \$0.00              | \$0.00              | \$0.00             | \$0.00        | \$0.00              | \$0.00           | \$0.00        |
| Telephone - 04181                                             | \$0.00              | \$0.00              | \$0.00              | \$0.00             | \$0.00        | \$0.00              | \$0.00           | \$0.00        |
| Utilities - 04301                                             | \$1,200.00          | \$1,200.00          | \$24,611.00         | \$1,200.00         | \$0.00        | \$23,411.00         | \$0.00           | \$0.00        |
| Maintenance and Repairs - 04603                               | \$1,200.00          | \$30,000.00         | \$30,000.00         | \$30,000.00        | \$0.00        | \$0.00              | \$0.00           | \$0.00        |
| Insurance Property & General Liability - 04502                | \$0.00              | \$0.00              | \$0.00              | \$0.00             | \$0.00        | \$0.00              | \$0.00           | \$0.00        |
| Other - Janitorial Supplies                                   | \$0.00              | \$0.00              | \$0.00              | \$0.00             | \$0.00        | \$0.00              | \$0.00           | \$0.00        |
| <b>Office Expenses</b>                                        |                     |                     |                     |                    |               |                     |                  |               |
| Office and Other Supplies - 05101                             | \$0.00              | \$0.00              | \$0.00              | \$0.00             | \$0.00        | \$0.00              | \$0.00           | \$0.00        |
| Postage - 04101                                               | \$0.00              | \$0.00              | \$0.00              | \$0.00             | \$0.00        | \$0.00              | \$0.00           | \$0.00        |
| Printing and Advertising - 04801                              | \$0.00              | \$0.00              | \$0.00              | \$0.00             | \$0.00        | \$0.00              | \$0.00           | \$0.00        |
| Publications - 05216                                          | \$0.00              | \$0.00              | \$0.00              | \$0.00             | \$0.00        | \$0.00              | \$0.00           | \$0.00        |
| Staff Training - 05401                                        | \$0.00              | \$0.00              | \$0.00              | \$0.00             | \$0.00        | \$0.00              | \$0.00           | \$0.00        |
| Directors & Officers - Insurance - 04501                      | \$0.00              | \$0.00              | \$0.00              | \$0.00             | \$0.00        | \$0.00              | \$0.00           | \$0.00        |
| Professional Fees & Services (not audit) - 03410              | \$0.00              | \$0.00              | \$0.00              | \$0.00             | \$0.00        | \$0.00              | \$0.00           | \$0.00        |
| 67                                                            | \$0.00              | \$0.00              | \$0.00              | \$0.00             | \$0.00        | \$0.00              | \$0.00           | \$0.00        |
| Other - Equipment under \$1,000 - 06403                       | \$0.00              | \$0.00              | \$0.00              | \$0.00             | \$0.00        | \$0.00              | \$0.00           | \$0.00        |
| Other - (Please describe)                                     | \$0.00              | \$0.00              | \$0.00              | \$0.00             | \$0.00        | \$0.00              | \$0.00           | \$0.00        |
| <b>Travel Expenses</b>                                        |                     |                     |                     |                    |               |                     |                  |               |
| Local Mileage - 04021                                         | \$600.00            | \$300.00            | \$300.00            | \$300.00           | \$0.00        | \$0.00              | \$0.00           | \$0.00        |
| Client Transportation                                         | \$9,600.00          | \$9,600.00          | \$9,600.00          | \$9,600.00         | \$0.00        | \$0.00              | \$0.00           | \$0.00        |
| <b>Equipment Expenses</b>                                     |                     |                     |                     |                    |               |                     |                  |               |
| Rental & Leases - Equipment - 04402 Rental of Washers/Dryer   | \$3,300.00          | \$3,300.00          | \$1,400.00          | \$0.00             | \$0.00        | \$1,400.00          | \$0.00           | \$0.00        |
| Vehicle Fuel and Maintenance - 04216                          | \$10,800.00         | \$4,000.00          | \$4,000.00          | \$4,000.00         | \$0.00        | \$0.00              | \$0.00           | \$0.00        |
| Vehicle Insurance - 04502                                     | \$10,500.00         | \$30,100.00         | \$30,100.00         | \$30,100.00        | \$0.00        | \$0.00              | \$0.00           | \$0.00        |
| Other - (Please describe)                                     | \$0.00              | \$0.00              | \$0.00              | \$0.00             | \$0.00        | \$0.00              | \$0.00           | \$0.00        |
| <b>Direct Client Expenses - 08301</b>                         |                     |                     |                     |                    |               |                     |                  |               |
| Client Rent                                                   | \$0.00              | \$0.00              | \$0.00              | \$0.00             | \$0.00        | \$0.00              | \$0.00           | \$0.00        |
| Client Utilities                                              | \$0.00              | \$0.00              | \$0.00              | \$0.00             | \$0.00        | \$0.00              | \$0.00           | \$0.00        |
| Client Food -                                                 | \$0.00              | \$0.00              | \$1,000.00          | \$0.00             | \$0.00        | \$1,000.00          | \$0.00           | \$0.00        |
| Client Food - Lunches                                         | \$0.00              | \$0.00              | \$0.00              | \$0.00             | \$0.00        | \$0.00              | \$0.00           | \$0.00        |
| Client Educational                                            | \$0.00              | \$0.00              | \$0.00              | \$0.00             | \$0.00        | \$0.00              | \$0.00           | \$0.00        |
| Client Personal                                               | \$18,145.00         | \$12,000.00         | \$12,000.00         | \$12,000.00        | \$0.00        | \$0.00              | \$0.00           | \$0.00        |
| Client Other Temporary Supportive Housing                     | \$0.00              | \$0.00              | \$0.00              | \$0.00             | \$0.00        | \$0.00              | \$0.00           | \$0.00        |
| Client Other Detergent, soap, shampoo, towels, paper products | \$7,000.00          | \$15,000.00         | \$14,000.00         | \$0.00             | \$0.00        | \$14,000.00         | \$0.00           | \$0.00        |
| <b>Other Expenses</b>                                         |                     |                     |                     |                    |               |                     |                  |               |
| Other - JSO Security - 7 days per week                        | \$167,332.00        | \$66,000.00         | \$196,000.00        | \$0.00             | \$0.00        | \$196,000.00        | \$0.00           | \$0.00        |
| Other - Security - Weekends                                   | \$33,072.00         | \$33,072.00         | \$0.00              | \$0.00             | \$0.00        | \$0.00              | \$0.00           | \$0.00        |
| Other - Janitorial staff                                      | \$0.00              | \$32,156.00         | \$32,156.00         | \$0.00             | \$0.00        | \$32,156.00         | \$0.00           | \$0.00        |
| Other - Security - Solfrage facility for client's possessions | \$0.00              | \$0.00              | \$0.00              | \$0.00             | \$0.00        | \$0.00              | \$0.00           | \$0.00        |
| <b>Total Operating Expenses</b>                               | <b>\$262,750.00</b> | <b>\$236,728.00</b> | <b>\$355,167.00</b> | <b>\$87,200.00</b> | <b>\$0.00</b> | <b>\$267,967.00</b> | <b>\$0.00</b>    | <b>\$0.00</b> |
| <b>III. Operating Capital Outlay (OVER \$1,000)</b>           |                     |                     |                     |                    |               |                     |                  |               |
| Machinery & Equipment - 06402                                 | \$0.00              | \$0.00              | \$0.00              | \$0.00             | \$0.00        | \$0.00              | \$0.00           | \$0.00        |
| Computers & Software - 06427                                  | \$0.00              | \$0.00              | \$0.00              | \$0.00             | \$0.00        | \$0.00              | \$0.00           | \$0.00        |
| Other - (Please describe)                                     | \$0.00              | \$0.00              | \$0.00              | \$0.00             | \$0.00        | \$0.00              | \$0.00           | \$0.00        |
| <b>Total Capital Outlay</b>                                   | <b>\$0.00</b>       | <b>\$0.00</b>       | <b>\$0.00</b>       | <b>\$0.00</b>      | <b>\$0.00</b> | <b>\$0.00</b>       | <b>\$0.00</b>    | <b>\$0.00</b> |
| <b>Direct Expenses Total</b>                                  | <b>\$379,236.00</b> | <b>\$378,392.00</b> | <b>\$495,320.00</b> | <b>\$95,320.00</b> | <b>\$0.00</b> | <b>\$400,000.00</b> | <b>\$0.00</b>    | <b>\$0.00</b> |
| <b>Percent of Budget</b>                                      | <b>100%</b>         | <b>-</b>            | <b>100.0%</b>       | <b>19.2%</b>       | <b>0.0%</b>   | <b>80.8%</b>        | <b>0.0%</b>      | <b>0.0%</b>   |

Last Modified: 02/11/2020

**Budget Narrative for Selected Items of Cost  
FY 2026 City Grant Application  
Program Budget Narrative (Max. 2 Pages)  
Proposed Funding Period: FY 2025-2026  
COJ Funding Only**

**Agency:** I.M. Sulzbacher Center for the Homeless, Inc.

**Program Name:** Urban Rest Stop

**EXPENSES:** Please provide narrative description for all categories listed below for which you are seeking City Funding Only.

We have included those required elements in the spaces below. See instructions when listing personnel expenses.

Please feel free to add additional lines as necessary to provide explanations using the line insert feature.

**I. Employee Compensation** - (not related to costs of the office of the governor of a state or the chief executive of a political subdivision)

**Salary & Wages**

|                                                                      |                  |
|----------------------------------------------------------------------|------------------|
| Weekend Part Time Staff - 2 staff persons 16 hours each/week         | \$33,000         |
| Storage Advocate - manages storage facility                          | \$40,000         |
| Urban Rest Stop Advocate. Front line staff contact with URS clients. | \$40,000         |
| <b>TOTAL</b>                                                         | <b>\$113,000</b> |

**Payroll Taxes & Benefits**

|                                        |                     |
|----------------------------------------|---------------------|
| Payroll Taxes - FICA & Med Tax - 02101 | \$8,644.62          |
| Health Insurance - 02304               | \$8,329.00          |
| Retirement - 02201                     | \$1,300.00          |
| Dental - 02301                         | \$561.00            |
| Life Insurance - 02303                 | \$0.00              |
| Workers Compensation - 02401           | \$198.38            |
| Unemployment Taxes - 02501             | \$0.00              |
| Other Benefits - (Please describe)     | \$0.00              |
| <b>TOTAL</b>                           | <b>\$ 19,033.00</b> |

**II. Operating Expenses**

**Occupancy Expenses**

|                   |                     |
|-------------------|---------------------|
| Utilities - 04301 | \$ 23,411.00        |
| <b>TOTAL</b>      | <b>\$ 23,411.00</b> |

**Equipment Expenses**

|                      |                    |
|----------------------|--------------------|
| Washer/dryer rentals | \$1,400            |
| <b>TOTAL</b>         | <b>\$ 1,400.00</b> |

**Direct Client Expenses**

|                                                                                                                                                                                             |                 |
|---------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|-----------------|
| Food - emergency food such as groceries when they first move into their housing or if we run across someone who is hungry while working with them at off hours to buy them a fast food meal | \$1,000         |
| Program Supplies - Total cost of detergent, soap, shampoo, towels, cleaning supplies and paper products.                                                                                    | \$14,000        |
| <b>TOTAL</b>                                                                                                                                                                                | <b>\$15,000</b> |

**Other Expenses**

|                                                                                                                                 |                  |
|---------------------------------------------------------------------------------------------------------------------------------|------------------|
| Other - JSO Security -7 days per week 9:30 to 5:30 when URS is open. We also have at the Downtown campus Private security 24/7. | \$196,000        |
| Janitorial Staff                                                                                                                | \$32,156         |
| <b>TOTAL</b>                                                                                                                    | <b>\$228,156</b> |
| <b>TOTAL</b>                                                                                                                    | <b>\$400,000</b> |

# **VOLUNTEERS IN MEDICINE JACKSONVILLE, INC. – WEST JACKSONVILLE CLINIC**

## **FY 2025-2026 City Grant Proposal Term Sheet**

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**Grant Recipient:** Volunteers in Medicine Jacksonville, Inc. (“Recipient”)

**Program Name:** West Jacksonville Clinic (the “Program”)

**City Funding Requests:** \$200,000

**Contract/Grant Term:** October 1, 2025 – September 30, 2026

**Any substantial change to this FY 2025-2026 City Grant Proposal Term Sheet (the “Term Sheet”) or a budget change not within 10% of the attached Program budget line-items will require City Council approval.**

### **PROGRAM OVERVIEW:**

Volunteers in Medicine Jacksonville (VIMJAX) is a full-service clinic that has provided free primary and specialty care services to low-income and uninsured working adults since 2003. Our mission is “to advance the physical, mental, and emotional well-being of the working uninsured to improve quality of life for all.”

The Need to be Met: VIMJAX’s first satellite clinic, the West Jacksonville Clinic, opened in June 2020 at the start of the COVID 19 pandemic. VIMJAX continued to provide continuous services throughout that crisis and has now established a “medical home” for residents of the 32210 area and surrounding communities where 16.4% of the residents live below the poverty line (about 1.4 times the rate of the Jacksonville metro area). Among those who are employed in 32210, 17.2% are uninsured. One out of every 20 workers 16 years or older residing in the area does not have a vehicle, severely limiting their ability to find options for healthcare and other services. Of the households surrounding the West Jacksonville Clinic, 30.7% have an income of less than \$20,000 a year, and 25.9% live below the poverty line.

The West Jacksonville Clinic is located on Jacksonville’s Westside, where it fills a crucial niche in the area’s primarily church-based social services options. The Blue Zones Project Jacksonville has also identified this zip code as a priority neighborhood that needs to improve the residents’ well-being.

Program Goals: The VIMJAX Jacksonville Clinic’s goals are to provide the following free services to this at-risk community: a) comprehensive primary care, b) preventive screenings for common chronic conditions and dangerous diseases that typically include diabetes, hypertension, anxiety, and cancer, c) mental health counseling, d) well women exams, and e) referrals to specialty care for sixteen specialties that include gynecology, dermatology, psychiatry, vision care, oncology, neurology, pulmonology, cardiology and more.

This 2025-2026 funding request will cover programmatic expenses that include the salaries and a portion of the benefits for the VIMJAX Medical Director, Medical Assistant, Director of Volunteers and Chief Operating Officer, monthly rent, client imaging, and lifesaving medications.

### **PROGRAM SCOPE OF WORK AND DELIVERABLES:**

1. 200 unique patients will receive medical care, including primary care and specialty care.
2. 100% of patients requiring prescriptions will have access to free medications from VIMJAX’s dispensary (estimate 80 Rx per quarter).
3. 100% of patients diagnosed with diabetes and/or hypertension will be counseled in chronic disease management and offered nutritional counseling and lifestyle management support.

4. 90% of patients will be evaluated with a Behavioral Health assessment tool to determine if they require mental health services; 100% of those who request assistance will be referred to VIMJAX and other community resources.
5. 100% of patients requiring specialty referrals will be referred to a specialist and receive follow-up care with their VIM provider.

#### **PROGRAM COSTS/PAYMENT TERMS:**

##### **Salary and Wages:**

- |                                                                                                                                                                           |          |
|---------------------------------------------------------------------------------------------------------------------------------------------------------------------------|----------|
| 1. Medical Assistant (provides clinical support to physicians and nurses; maintains medical supply inventory and gives direction to volunteer administrative staff)       | \$60,000 |
| 2. Medical Director (Provides direct patient care; examines and coordinates all practice activities to ensure medical compliance; addresses all labs and imaging results) | \$30,000 |
| 3. Director of Volunteers (Recruits, retains and stewards volunteer doctors, nurses and lay persons who provide direct services to the patients)                          | \$20,000 |
| 4. Office Manager (computer functionality, wifi, supply orders, mail, new staff onboarding )                                                                              | \$20,000 |
| 5. Chief Operations Officer (Manages staff, Program components)                                                                                                           | \$14,000 |

##### **Payroll Taxes & Benefits:**

|                  |          |
|------------------|----------|
| Payroll Taxes    | \$10,000 |
| Health Insurance | \$8,000  |

##### **Occupancy Expenses:**

|      |          |
|------|----------|
| Rent | \$30,000 |
|------|----------|

##### **Direct Client Expenses:**

|                       |         |
|-----------------------|---------|
| Client Medical        | \$4,000 |
| Client other medicine | \$4,000 |

|       |           |
|-------|-----------|
| Total | \$200,000 |
|-------|-----------|

#### **IMPACT & REPORTING:**

Having a medical home that provides basic preventative healthcare services can be the difference between life and death. Proper management of chronic conditions, rooted in support and accountability, prevents numerous negative consequences.

1. VIMJAX will recruit patients in the West Jacksonville area. The Outreach Manager will work with the Volunteer Manager to recruit and train a PEACE volunteers outreach group that attends outreach events such as community health fairs, church events, and speaking engagements to promote services.

2. The result will be 200 patients who will be served by the Medical Director and the West Jacksonville Clinic's Medical Office Manager. Patient activities and data will be documented in VIMJAX's Electronic Medical Records system (eCW). The West Jax Clinic also has clinical volunteers who assist with medical services, and patients utilize the services of VIMJAX's dispensary.
3. VIMJAX will monitor and document patients' crucial data in their patient files, including body mass index, blood pressure, and behavioral health screenings (PHQ-2).
4. VIMJAX will provide free non-narcotic prescriptions to all patients needing medications. The medications will be documented in VIM's electronic pharmacy system. The dispensary is located at VIMJAX's primary location in South San Marco.
5. Patients needing specialty referrals are linked to a VIMJAX specialist or the WeCare referral service. VIMJAX provides follow-up care for all specialist procedures.

Previous grant reporting indicates that VIMJAX is on track to meet goals and objectives: VIMJAX's West Jax Clinic will serve 200 low-income working adults, 95% have had BMI and blood pressure monitored, 100% of patients needing medications have attained them, 100% of patients with diabetes or other chronic diseases have been provided with follow-up counseling and services. All results are documented in VIMJAX's electronic medical records and other secured electronic devices (e.g., laptops) maintained by the Office Manager.

*If we are to ensure that the people in the 32210-zip code area can be healthy, fully participating citizens, they must have a clinic available to them, operating at times when they are able to use it.*

#### **ADDITIONAL GRANT REQUIREMENTS AND CONDITIONS:**

Recipient's expenditure of City funds for the Program and the provision of services shall be subject to Chapter 118, Parts 1 – 5 of the *Jacksonville Ordinance Code*, and the terms and conditions of any contract entered between the City and Recipient. Recipient shall use the City funds for the Program in accordance with the City Council approved Term Sheet and Program budget. The City's Grant Administrator may amend this Term Sheet and the approved Program budget consistent with the Program's needs, provided that any substantial change to this Term Sheet or a budget change not within 10% of the attached Program budget line-items will require City Council approval.

**FY 25-26 City Grant - Complete Program Budget Detail**

**Lead Agency: Volunteers in Medicine Jacksonville, Inc.**

**Program Name: West Jacksonville Clinic**

| BUDGET                                                          |                                           |                                            |                                               |                               |                                  |                                         |                                      |                                  |
|-----------------------------------------------------------------|-------------------------------------------|--------------------------------------------|-----------------------------------------------|-------------------------------|----------------------------------|-----------------------------------------|--------------------------------------|----------------------------------|
| Categories and Line Items                                       | Prior Year<br>Prg Funding<br>FY 2023-2024 | Current Year<br>Prg Budget<br>FY 2024-2025 | Total Est. Cost<br>of Program<br>FY 2025-2025 | Funding Partners              |                                  |                                         |                                      |                                  |
|                                                                 |                                           |                                            |                                               | Agency<br>Provided<br>Funding | All Other<br>Program<br>Revenues | City of<br>Jacksonville<br>(City Grant) | Federal/ State<br>& Other<br>Funding | Private<br>Foundation<br>Funding |
| <b>I. Employee Compensation</b>                                 |                                           |                                            |                                               |                               |                                  |                                         |                                      |                                  |
| <b>Personnel - 01201 (list Job Title or Positions no names)</b> |                                           |                                            |                                               |                               |                                  |                                         |                                      |                                  |
| Medical Assistant                                               | \$55,000.00                               | \$60,000.00                                | \$60,000.00                                   | \$0.00                        | \$0.00                           | \$60,000.00                             | \$0.00                               | \$0.00                           |
| Medical Director                                                | \$50,000.00                               | \$30,000.00                                | \$30,000.00                                   | \$0.00                        | \$0.00                           | \$30,000.00                             | \$0.00                               | \$0.00                           |
| Director of Volunteers                                          | \$15,000.00                               | \$25,000.00                                | \$64,000.00                                   | \$0.00                        | \$0.00                           | \$20,000.00                             | \$44,000.00                          | \$0.00                           |
| Office Manager                                                  | \$17,200.00                               | \$20,000.00                                | \$68,000.00                                   | \$0.00                        | \$0.00                           | \$20,000.00                             | \$48,000.00                          | \$0.00                           |
| Chief Operating Officer                                         | \$0.00                                    | \$0.00                                     | \$100,000.00                                  | \$0.00                        | \$0.00                           | \$14,000.00                             | \$86,000.00                          | \$0.00                           |
| 6                                                               | \$0.00                                    | \$0.00                                     | \$0.00                                        | \$0.00                        | \$0.00                           | \$0.00                                  | \$0.00                               | \$0.00                           |
| 7                                                               | \$0.00                                    | \$0.00                                     | \$0.00                                        | \$0.00                        | \$0.00                           | \$0.00                                  | \$0.00                               | \$0.00                           |
| 8                                                               | \$0.00                                    | \$0.00                                     | \$0.00                                        | \$0.00                        | \$0.00                           | \$0.00                                  | \$0.00                               | \$0.00                           |
| 9                                                               | \$0.00                                    | \$0.00                                     | \$0.00                                        | \$0.00                        | \$0.00                           | \$0.00                                  | \$0.00                               | \$0.00                           |
| 10                                                              | \$0.00                                    | \$0.00                                     | \$0.00                                        | \$0.00                        | \$0.00                           | \$0.00                                  | \$0.00                               | \$0.00                           |
| 11                                                              | \$0.00                                    | \$0.00                                     | \$0.00                                        | \$0.00                        | \$0.00                           | \$0.00                                  | \$0.00                               | \$0.00                           |
| 12                                                              | \$0.00                                    | \$0.00                                     | \$0.00                                        | \$0.00                        | \$0.00                           | \$0.00                                  | \$0.00                               | \$0.00                           |
| 13                                                              | \$0.00                                    | \$0.00                                     | \$0.00                                        | \$0.00                        | \$0.00                           | \$0.00                                  | \$0.00                               | \$0.00                           |
| 14                                                              | \$0.00                                    | \$0.00                                     | \$0.00                                        | \$0.00                        | \$0.00                           | \$0.00                                  | \$0.00                               | \$0.00                           |
| 15                                                              | \$0.00                                    | \$0.00                                     | \$0.00                                        | \$0.00                        | \$0.00                           | \$0.00                                  | \$0.00                               | \$0.00                           |
| 16                                                              | \$0.00                                    | \$0.00                                     | \$0.00                                        | \$0.00                        | \$0.00                           | \$0.00                                  | \$0.00                               | \$0.00                           |
| 17                                                              | \$0.00                                    | \$0.00                                     | \$0.00                                        | \$0.00                        | \$0.00                           | \$0.00                                  | \$0.00                               | \$0.00                           |
| 18                                                              | \$0.00                                    | \$0.00                                     | \$0.00                                        | \$0.00                        | \$0.00                           | \$0.00                                  | \$0.00                               | \$0.00                           |
| 19                                                              | \$0.00                                    | \$0.00                                     | \$0.00                                        | \$0.00                        | \$0.00                           | \$0.00                                  | \$0.00                               | \$0.00                           |
| 20                                                              | \$0.00                                    | \$0.00                                     | \$0.00                                        | \$0.00                        | \$0.00                           | \$0.00                                  | \$0.00                               | \$0.00                           |
| 21                                                              | \$0.00                                    | \$0.00                                     | \$0.00                                        | \$0.00                        | \$0.00                           | \$0.00                                  | \$0.00                               | \$0.00                           |
| 22                                                              | \$0.00                                    | \$0.00                                     | \$0.00                                        | \$0.00                        | \$0.00                           | \$0.00                                  | \$0.00                               | \$0.00                           |
| 23                                                              | \$0.00                                    | \$0.00                                     | \$0.00                                        | \$0.00                        | \$0.00                           | \$0.00                                  | \$0.00                               | \$0.00                           |
| 24                                                              | \$0.00                                    | \$0.00                                     | \$0.00                                        | \$0.00                        | \$0.00                           | \$0.00                                  | \$0.00                               | \$0.00                           |
| 25                                                              | \$0.00                                    | \$0.00                                     | \$0.00                                        | \$0.00                        | \$0.00                           | \$0.00                                  | \$0.00                               | \$0.00                           |
| 26                                                              | \$0.00                                    | \$0.00                                     | \$0.00                                        | \$0.00                        | \$0.00                           | \$0.00                                  | \$0.00                               | \$0.00                           |
| 27                                                              | \$0.00                                    | \$0.00                                     | \$0.00                                        | \$0.00                        | \$0.00                           | \$0.00                                  | \$0.00                               | \$0.00                           |
| 28                                                              | \$0.00                                    | \$0.00                                     | \$0.00                                        | \$0.00                        | \$0.00                           | \$0.00                                  | \$0.00                               | \$0.00                           |
| 29                                                              | \$0.00                                    | \$0.00                                     | \$0.00                                        | \$0.00                        | \$0.00                           | \$0.00                                  | \$0.00                               | \$0.00                           |
| 30                                                              | \$0.00                                    | \$0.00                                     | \$0.00                                        | \$0.00                        | \$0.00                           | \$0.00                                  | \$0.00                               | \$0.00                           |
| <b>Subtotal Employee Compensation</b>                           | <b>\$137,200.00</b>                       | <b>\$135,000.00</b>                        | <b>\$322,000.00</b>                           | <b>\$0.00</b>                 | <b>\$0.00</b>                    | <b>\$144,000.00</b>                     | <b>\$178,000.00</b>                  | <b>\$0.00</b>                    |
| <b>Fringe Benefits</b>                                          |                                           |                                            |                                               |                               |                                  |                                         |                                      |                                  |
| Payroll Taxes - FICA & Med Tax - 02101                          | \$9,000.00                                | \$10,000.00                                | \$10,000.00                                   | \$0.00                        | \$0.00                           | \$10,000.00                             | \$0.00                               | \$0.00                           |
| Health Insurance - 02304                                        | \$7,200.00                                | \$8,200.00                                 | \$8,000.00                                    | \$0.00                        | \$0.00                           | \$8,000.00                              | \$0.00                               | \$0.00                           |
| Retirement - 02201                                              | \$0.00                                    | \$0.00                                     | \$0.00                                        | \$0.00                        | \$0.00                           | \$0.00                                  | \$0.00                               | \$0.00                           |
| Dental - 02301                                                  | \$0.00                                    | \$0.00                                     | \$0.00                                        | \$0.00                        | \$0.00                           | \$0.00                                  | \$0.00                               | \$0.00                           |
| Life Insurance - 02303                                          | \$0.00                                    | \$0.00                                     | \$0.00                                        | \$0.00                        | \$0.00                           | \$0.00                                  | \$0.00                               | \$0.00                           |
| Workers Compensation - 02401                                    | \$0.00                                    | \$0.00                                     | \$0.00                                        | \$0.00                        | \$0.00                           | \$0.00                                  | \$0.00                               | \$0.00                           |
| Unemployment Taxes - 02501                                      | \$0.00                                    | \$0.00                                     | \$0.00                                        | \$0.00                        | \$0.00                           | \$0.00                                  | \$0.00                               | \$0.00                           |
| Other Benefits - (Please describe)                              | \$0.00                                    | \$0.00                                     | \$0.00                                        | \$0.00                        | \$0.00                           | \$0.00                                  | \$0.00                               | \$0.00                           |
| <b>Subtotal Taxes and Benefits</b>                              | <b>\$16,200.00</b>                        | <b>\$18,200.00</b>                         | <b>\$18,000.00</b>                            | <b>\$0.00</b>                 | <b>\$0.00</b>                    | <b>\$18,000.00</b>                      | <b>\$0.00</b>                        | <b>\$0.00</b>                    |
| <b>Total Employee Compensation</b>                              | <b>\$153,400.00</b>                       | <b>\$153,200.00</b>                        | <b>\$340,000.00</b>                           | <b>\$0.00</b>                 | <b>\$0.00</b>                    | <b>\$162,000.00</b>                     | <b>\$178,000.00</b>                  | <b>\$0.00</b>                    |
| <b>II. Operating Expenses</b>                                   |                                           |                                            |                                               |                               |                                  |                                         |                                      |                                  |
| <b>Occupancy Expenses</b>                                       |                                           |                                            |                                               |                               |                                  |                                         |                                      |                                  |
| Rent - Occupancy -04408                                         | \$30,000.00                               | \$24,000.00                                | \$30,000.00                                   | \$0.00                        | \$0.00                           | \$30,000.00                             | \$0.00                               | \$0.00                           |
| Telephone - 04181                                               | \$0.00                                    | \$0.00                                     | \$0.00                                        | \$0.00                        | \$0.00                           | \$0.00                                  | \$0.00                               | \$0.00                           |
| Utilities - 04301                                               | \$0.00                                    | \$0.00                                     | \$0.00                                        | \$0.00                        | \$0.00                           | \$0.00                                  | \$0.00                               | \$0.00                           |
| Maintenance and Repairs - 04603                                 | \$0.00                                    | \$0.00                                     | \$0.00                                        | \$0.00                        | \$0.00                           | \$0.00                                  | \$0.00                               | \$0.00                           |
| Insurance Property & General Liability - 04502                  | \$0.00                                    | \$0.00                                     | \$0.00                                        | \$0.00                        | \$0.00                           | \$0.00                                  | \$0.00                               | \$0.00                           |
| Other - (Please describe)                                       | \$0.00                                    | \$0.00                                     | \$0.00                                        | \$0.00                        | \$0.00                           | \$0.00                                  | \$0.00                               | \$0.00                           |
| <b>Office Expenses</b>                                          |                                           |                                            |                                               |                               |                                  |                                         |                                      |                                  |
| Office and Other Supplies - 05101                               | \$2,000.00                                | \$3,000.00                                 | \$0.00                                        | \$0.00                        | \$0.00                           | \$0.00                                  | \$0.00                               | \$0.00                           |
| Postage - 04101                                                 | \$0.00                                    | \$0.00                                     | \$0.00                                        | \$0.00                        | \$0.00                           | \$0.00                                  | \$0.00                               | \$0.00                           |
| Printing and Advertising - 04801                                | \$1,000.00                                | \$3,680.00                                 | \$0.00                                        | \$0.00                        | \$0.00                           | \$0.00                                  | \$0.00                               | \$0.00                           |
| Publications - 05216                                            | \$0.00                                    | \$0.00                                     | \$0.00                                        | \$0.00                        | \$0.00                           | \$0.00                                  | \$0.00                               | \$0.00                           |
| Staff Training - 05401                                          | \$0.00                                    | \$0.00                                     | \$0.00                                        | \$0.00                        | \$0.00                           | \$0.00                                  | \$0.00                               | \$0.00                           |
| Directors & Officers - Insurance - 04501                        | \$0.00                                    | \$0.00                                     | \$0.00                                        | \$0.00                        | \$0.00                           | \$0.00                                  | \$0.00                               | \$0.00                           |
| Professional Fees & Services (not audit) - 03410                | \$0.00                                    | \$0.00                                     | \$0.00                                        | \$0.00                        | \$0.00                           | \$0.00                                  | \$0.00                               | \$0.00                           |
| Background Screening - 04938                                    | \$0.00                                    | \$0.00                                     | \$0.00                                        | \$0.00                        | \$0.00                           | \$0.00                                  | \$0.00                               | \$0.00                           |
| Other - Equipment under \$1,000 - 06403                         | \$0.00                                    | \$0.00                                     | \$0.00                                        | \$0.00                        | \$0.00                           | \$0.00                                  | \$0.00                               | \$0.00                           |
| Other - cleaning                                                | \$3,600.00                                | \$6,120.00                                 | \$0.00                                        | \$0.00                        | \$0.00                           | \$0.00                                  | \$0.00                               | \$0.00                           |
| <b>Travel Expenses</b>                                          |                                           |                                            |                                               |                               |                                  |                                         |                                      |                                  |
| Local Mileage - 04021                                           | \$0.00                                    | \$0.00                                     | \$0.00                                        | \$0.00                        | \$0.00                           | \$0.00                                  | \$0.00                               | \$0.00                           |
| Parking & Tools - 04028                                         | \$0.00                                    | \$0.00                                     | \$0.00                                        | \$0.00                        | \$0.00                           | \$0.00                                  | \$0.00                               | \$0.00                           |
| <b>Equipment Expenses</b>                                       |                                           |                                            |                                               |                               |                                  |                                         |                                      |                                  |
| Rental & Leases - Equipment - 04402                             | \$0.00                                    | \$0.00                                     | \$0.00                                        | \$0.00                        | \$0.00                           | \$0.00                                  | \$0.00                               | \$0.00                           |
| Vehicle Fuel and Maintenance - 04216                            | \$0.00                                    | \$0.00                                     | \$0.00                                        | \$0.00                        | \$0.00                           | \$0.00                                  | \$0.00                               | \$0.00                           |
| Vehicle Insurance -04502                                        | \$0.00                                    | \$0.00                                     | \$0.00                                        | \$0.00                        | \$0.00                           | \$0.00                                  | \$0.00                               | \$0.00                           |
| Other - (Please describe)                                       | \$0.00                                    | \$0.00                                     | \$0.00                                        | \$0.00                        | \$0.00                           | \$0.00                                  | \$0.00                               | \$0.00                           |
| <b>Direct Client Expenses - 08301</b>                           |                                           |                                            |                                               |                               |                                  |                                         |                                      |                                  |
| Client Rent                                                     | \$0.00                                    | \$0.00                                     | \$0.00                                        | \$0.00                        | \$0.00                           | \$0.00                                  | \$0.00                               | \$0.00                           |
| Client Utilities                                                | \$0.00                                    | \$0.00                                     | \$0.00                                        | \$0.00                        | \$0.00                           | \$0.00                                  | \$0.00                               | \$0.00                           |
| Client Food                                                     | \$0.00                                    | \$0.00                                     | \$0.00                                        | \$0.00                        | \$0.00                           | \$0.00                                  | \$0.00                               | \$0.00                           |
| Client Medical                                                  | \$4,500.00                                | \$4,500.00                                 | \$4,000.00                                    | \$0.00                        | \$0.00                           | \$4,000.00                              | \$0.00                               | \$0.00                           |
| Client Educational                                              | \$0.00                                    | \$0.00                                     | \$0.00                                        | \$0.00                        | \$0.00                           | \$0.00                                  | \$0.00                               | \$0.00                           |
| Client Personal                                                 | \$0.00                                    | \$0.00                                     | \$0.00                                        | \$0.00                        | \$0.00                           | \$0.00                                  | \$0.00                               | \$0.00                           |
| Client Other Medicine                                           | \$5,500.00                                | \$5,500.00                                 | \$4,000.00                                    | \$0.00                        | \$0.00                           | \$4,000.00                              | \$0.00                               | \$0.00                           |
| Client Other (Please describe)                                  | \$0.00                                    | \$0.00                                     | \$0.00                                        | \$0.00                        | \$0.00                           | \$0.00                                  | \$0.00                               | \$0.00                           |
| <b>Total Operating Expenses</b>                                 | <b>\$46,600.00</b>                        | <b>\$46,800.00</b>                         | <b>\$38,000.00</b>                            | <b>\$0.00</b>                 | <b>\$0.00</b>                    | <b>\$38,000.00</b>                      | <b>\$0.00</b>                        | <b>\$0.00</b>                    |
| <b>III. Operating Capital Outlay (OVER \$1,000)</b>             |                                           |                                            |                                               |                               |                                  |                                         |                                      |                                  |
| Machinery & Equipment - 06402                                   | \$0.00                                    | \$0.00                                     | \$0.00                                        | \$0.00                        | \$0.00                           | \$0.00                                  | \$0.00                               | \$0.00                           |
| Computers & Software - 06427                                    | \$0.00                                    | \$0.00                                     | \$0.00                                        | \$0.00                        | \$0.00                           | \$0.00                                  | \$0.00                               | \$0.00                           |
| Other - (please describe)                                       | \$0.00                                    | \$0.00                                     | \$0.00                                        | \$0.00                        | \$0.00                           | \$0.00                                  | \$0.00                               | \$0.00                           |
| <b>Total Capital Outlay</b>                                     | <b>\$0.00</b>                             | <b>\$0.00</b>                              | <b>\$0.00</b>                                 | <b>\$0.00</b>                 | <b>\$0.00</b>                    | <b>\$0.00</b>                           | <b>\$0.00</b>                        | <b>\$0.00</b>                    |
| <b>Direct Expenses Total</b>                                    | <b>\$200,000.00</b>                       | <b>\$200,000.00</b>                        | <b>\$378,000.00</b>                           | <b>\$0.00</b>                 | <b>\$0.00</b>                    | <b>\$200,000.00</b>                     | <b>\$178,000.00</b>                  | <b>\$0.00</b>                    |
| <b>Percent of Budget</b>                                        | <b>-</b>                                  | <b>-</b>                                   | <b>100.0%</b>                                 | <b>0.0%</b>                   | <b>0.0%</b>                      | <b>52.9%</b>                            | <b>47.1%</b>                         | <b>0.0%</b>                      |

Last Modified: 02/16/2024

All City Grant items listed must be included in the narrative section of the budget.

**Budget Narrative for Selected Items of Cost**  
**FY 25-26 City Grant Application**  
**Program Budget Narrative (Max. 2 Pages)**  
**Proposed Funding Period: FY 2025-2026**  
**COJ Funding Only**

**Agency: Volunteers in Medicine Jacksonville, Inc.**

**Program Name: West Jacksonville Clinic**

**EXPENSES:** Please provide narrative description for all categories listed below for which you are seeking **City Funding Only**. We have included those required elements in the spaces below. See instructions when listing personnel expenses. Please feel free to add additional lines as necessary to provide explanations using the line insert feature.

**I. Employee Compensation** (not related to costs of the office of the governor of a state or the chief executive of a political subdivision)

**Salary & Wages**

|                                                                                                                                                                             |             |                                                                                                                                                                                                                               |
|-----------------------------------------------------------------------------------------------------------------------------------------------------------------------------|-------------|-------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| 1 <i>Medical Asst.</i> (Provides clinical support to physicians and nurses; maintains medical supply inventory and gives direction to volunteer administrative staff)       | \$60,000.00 | Full time Medical Assistant                                                                                                                                                                                                   |
| 2 <i>Medical Dir.</i> (Provides direct patient care; examines and coordinates all practice activities to ensure medical compliance; addresses all labs and imaging results) | \$30,000.00 | Part time West Jax Medical Director @ \$76/hour and portion of Full Time Medical Director at South San Marco Clinic to provide patient care                                                                                   |
| 3 <i>Dir. of Volunteers</i> (Recruits, retains and stewards all volunteer doctors, nurses and lay persons who provide direct services to the patients)                      | \$20,000.00 | The clinic uses 3-5 volunteers a month and volunteers must be recruited, screened, and scheduled. The Director of Volunteers coordinates this activity for both South San Marco and West Jacksonville Clinics                 |
| 4 <i>Office Manager</i> (Manages computer functionality, wifi, power, supply orders, mail, troubleshooting, new staff onboarding )                                          | \$20,000.00 | The office manager oversees administrative functions of both the South San Marco Clinic and the West Jax Clinic. The office manager is a full-time position; she spends roughly 30% of her time assisting the West Jax Clinic |
| 5 <i>Chief Operations Officer</i> (Manages staffing, program components, partnerships, operational efficiency of West Jax Clinic)                                           | \$14,000.00 | The COO oversees operational efficiency and patient focus of both the South San Marco Clinic and the West Jax Clinic. The COO is a full-time position; she spends roughly 14% of her time assisting the West Jax Clinic       |

**Payroll Taxes & Benefits**

|                  |             |                                                           |
|------------------|-------------|-----------------------------------------------------------|
| Payroll Taxes    | \$10,000.00 | Payroll taxes are roughly 7.5% of salaries                |
| Health Insurance | \$8,000.00  | Portion of full time salaried staff dedicated to West Jax |

**II. Operating Expenses**

**Occupancy Expenses**

|      |             |                   |
|------|-------------|-------------------|
| Rent | \$30,000.00 | Est \$2,500/month |
|------|-------------|-------------------|

**Office Expenses**

**Direct Client Expenses**

|                         |            |                                                                                |
|-------------------------|------------|--------------------------------------------------------------------------------|
| Client Medical          | \$4,000.00 | Imaging, labs, screenings, tests, etc.                                         |
| Client other: Medicines | \$4,000.00 | Client medications necessary for management of ongoing chronic and acute needs |

**\$200,000.00**

**Grant Recipient:** United Way of Northeast Florida, Inc. (“Recipient”)

**Program Name:** 9-8-8 Suicide & Crisis Lifeline Program (the “Program”)

**City Funding Request:** \$200,000

**Contract/Grant Term:** October 1, 2025 – September 30, 2026

**Any substantial change to this FY 2025-2026 City Grant Proposal Term Sheet (the “Term Sheet”) or a budget change not within 10% of the attached Program budget line-items will require City Council approval.**

**PROGRAM OVERVIEW:**

The 9-8-8 Suicide & Crisis Lifeline Program benefits Duval County residents by providing free, 24/7 access to trained crisis counselors, offering immediate support for mental health and substance use emergencies. It reduces reliance on law enforcement and emergency rooms, resolving most crises through phone, text, or chat, while connecting individuals to local resources for ongoing care. By promoting equitable access, especially for underserved and at-risk populations, the 9-8-8 Program strengthens community mental health systems, decreases stigma, encourages early intervention, and ultimately improves safety, health outcomes, and cost-efficiency across the City of Jacksonville.

**Core Goals:**

1. Increase Access to Crisis Services
  - Make mental health support more accessible by offering an easy-to-remember, nationwide 3- digit number.
  - Ensure 24/7/365 availability via phone, text, and chat.
2. Deliver Rapid and Effective Crisis Response
  - Provide immediate connection to trained crisis counselors.
  - Resolve most crises through phone, text, or chat without involving law enforcement or emergency departments when unnecessary.
3. Reduce Burden on 9-1-1 and Emergency Services
  - Offer a mental health-specific alternative to 9-1-1 for behavioral health crises.
  - Divert non-life-threatening mental health crises away from police and emergency rooms.
4. Support Equitable Access and Outcomes
  - Serve all people regardless of race, ethnicity, language, socioeconomic status, gender, or sexual orientation.
  - Improve access to culturally competent and linguistically appropriate care.
5. Connect Callers to Local Resources
  - Link individuals to community-based services, including mobile crisis teams and follow-up care.
  - Build strong referral pathways for ongoing support after the crisis.

**Key Objectives:**

- Improve public awareness of 9-8-8 as the new mental health crisis line.
- Strengthen the capacity of local and national crisis centers to handle increased call, text, and chat volume.

- Promote a coordinated crisis care system, including collaboration with mobile crisis teams and crisis stabilization units.
- Ensure high-quality training for crisis counselors in trauma-informed, evidence-based practices.
- Collect and analyze data to evaluate service quality, equity, and effectiveness, and inform system improvements.

## **PROGRAM SCOPE OF WORK AND DELIVERABLES:**

### **Strengthening Access and Equity through the 9-8-8 Suicide & Crisis Lifeline**

#### **Overview:**

This project will support the operations and expansion of the 9-8-8 Suicide & Crisis Lifeline, a national, 24/7 behavioral health crisis service that offers immediate, accessible support for individuals experiencing emotional distress, suicidal thoughts, or mental health/substance use crises. The scope of work outlines key service areas and deliverables for the Program that are necessary to ensure high-quality, equitable, and coordinated crisis care in Duval County.

#### **1. Crisis Intervention Services**

**Objective:** Deliver immediate, trauma-informed crisis support via phone, text, and chat.

##### **Activities:**

- Provide 24/7/365 access to trained crisis counselors through the 988 Lifeline.
- Offer emotional support, de-escalation, and suicide risk assessments.
- Conduct safety planning and facilitate crisis resolution without unnecessary use of emergency services.
- Ensure services are linguistically and culturally appropriate.

#### **2. Risk Assessment and Triage**

**Objective:** Accurately identify risk levels and appropriate response pathways.

##### **Activities:**

- Implement standardized protocols to assess suicidal ideation, intent, and means.
- Triage callers into low, moderate, or high-risk categories.
- Determine appropriate next steps, including in-call resolution, local referral, or activation of mobile crisis teams.

#### **3. Systems Coordination and Integration**

**Objective:** Strengthen coordination with state and local crisis response systems.

##### **Activities:**

- Establish warm hand-off protocols to local mental health providers and mobile crisis teams.
- Coordinate with 911 and law enforcement only when imminent risk to life is present.
- Collaborate with crisis stabilization units and community-based providers to ensure continuity of care.

#### **4. Referral and Follow-Up Services**

**Objective:** Connect individuals to ongoing supports post-crisis.

##### **Activities:**

- Provide targeted referrals based on individual needs (e.g., mental health, substance use, housing).
- Conduct follow-up contacts with high-risk callers to ensure safety and connection to care.
- Develop a referral network of culturally competent providers.

#### **5. Workforce Development and Support**

**Objective:** Build and sustain a trained, diverse, and resilient crisis workforce.

##### **Activities:**

- Recruit and retain qualified crisis counselors reflective of the communities served.

- Deliver comprehensive training on trauma-informed care, cultural humility, suicide prevention, and de-escalation.
- Provide ongoing professional development and wellness supports to reduce staff burnout.

## **6. Public Education and Outreach**

**Objective:** Increase awareness and utilization of the 9-8-8 Lifeline, particularly in underserved communities.

### **Activities:**

- Implement outreach campaigns tailored to youth, BIPOC, LGBTQ+, rural, and other marginalized populations.
- Distribute multilingual, accessible materials to inform the public about 9-8-8 services.
- Collaborate with community organizations to build trust and encourage help-seeking.

## **7. Quality Assurance and Performance Improvement**

**Objective:** Ensure consistent, high-quality crisis services across the network.

### **Activities:**

- Collect and analyze data on call volume, wait times, risk levels, demographics, and outcomes.
- Monitor fidelity to evidence-based practices and adherence to clinical protocols.
- Identify service gaps and implement quality improvement strategies.

## **8. Equity and Accessibility**

**Objective:** Deliver inclusive services that address systemic disparities in behavioral health care.

### **Activities:**

- Ensure access for individuals with limited English proficiency, disabilities, and historically excluded populations.
- Engage community stakeholders in program design and evaluation.
- Track equity metrics and incorporate findings into service planning

## **PROGRAM COSTS/PAYMENT TERMS:**

Budget attached. City funding will be used to pay the salaries and benefits of the 9-8-8 Director and one 9-8-8 Operations Supervisor.

## **PROGRAM IMPACT & REPORTING:**

- **Volume of contacts** (calls, texts, chats) per month/year
- **Call answer rate** (e.g., % of calls answered within 26 seconds)
- **Average wait time** to connect with a crisis counselor

Over the past year, June 1, 2024 through May 31, 2025, our answer rate averaged 84.1 percent, per data provided by Vibrant, holder of the SAMHSA 9-8-8 contract. Over the past six months, average speed to answer was 22 seconds. In this same time period, 7451 calls were routed to our center and 83 percent, 6188, were answered.

Last year, 7828 Duval County residents were served and many more lives positively impacted, with consideration of the families and loved ones of crisis support seekers. As Duval County residents continue to learn about 9-8-8 and have helpful experiences with the service, we anticipate increasing utilization and call volume. Based on current growth trends, we project serving 9002 Duval County residents.

## **ADDITIONAL GRANT REQUIREMENTS AND CONDITIONS:**

Recipient's expenditure of City funds for the Program and the provision of services shall be subject to Chapter 118, Parts 1 – 5 of the *Jacksonville Ordinance Code*, and the terms and conditions of any contract entered into

between the City and Recipient. Recipient shall use the City funds for the Program in accordance with the City Council approved Term Sheet and Program budget. The City's Grant Administrator may amend this Term Sheet or the approved Program budget consistent with the Program's needs, provided that any substantial change to this Term Sheet or a budget change not within 10% of the attached Program budget line-items will require City Council approval.

FY 2026 City Grant Application  
Proposed Funding Period: FY 2025-2026

FY 2026 City Grant - Complete Program Budget Detail

Lead Agency: United Way of Northeast Florida, Inc.

Program Name: 9-8-8 Suicide & Crisis Lifeline

Agency Fiscal Year: October 2025 - September 2026

| BUDGET                                                   |                                           |                                            |                                               |                               |                                  |                                         |                                                       |                                  |
|----------------------------------------------------------|-------------------------------------------|--------------------------------------------|-----------------------------------------------|-------------------------------|----------------------------------|-----------------------------------------|-------------------------------------------------------|----------------------------------|
| Categories and Line Items                                | Prior Year<br>Prg Funding<br>FY 2023-2024 | Current Year<br>Prg Budget<br>FY 2024-2025 | Total Est. Cost<br>of Program<br>FY 2025-2026 | Agency<br>Provided<br>Funding | All Other<br>Program<br>Revenues | City of<br>Jacksonville<br>(City Grant) | Funding Partners<br>Federal/ State &<br>Other Funding | Private<br>Foundation<br>Funding |
|                                                          |                                           |                                            |                                               |                               |                                  |                                         |                                                       |                                  |
| <b>I. Employee Compensation</b>                          |                                           |                                            |                                               |                               |                                  |                                         |                                                       |                                  |
| Personnel - 01201 (list Job Title or Positions no names) |                                           |                                            |                                               |                               |                                  |                                         |                                                       |                                  |
| 1 9-8-8 Director                                         | \$0.00                                    | \$0.00                                     | \$106,080.00                                  | \$0.00                        | \$0.00                           | \$106,080.00                            | \$0.00                                                | \$0.00                           |
| 2 9-8-8 Operations Supervisor                            | \$0.00                                    | \$0.00                                     | \$64,260.00                                   | \$0.00                        | \$0.00                           | \$64,260.00                             | \$0.00                                                | \$0.00                           |
| 3 9-8-8 Operations Supervisor                            |                                           |                                            | \$63,000.00                                   | \$0.00                        | \$0.00                           | \$0.00                                  | \$63,000.00                                           | \$0.00                           |
| 4 9-8-8 Team Leads (4)                                   | \$0.00                                    | \$0.00                                     | \$210,080.00                                  | \$0.00                        | \$0.00                           | \$0.00                                  | \$210,080.00                                          | \$0.00                           |
| 5 9-8-8 Specialists (9)                                  | \$0.00                                    | \$0.00                                     | \$362,311.04                                  | \$0.00                        | \$0.00                           | \$0.00                                  | \$362,311.04                                          | \$0.00                           |
| 6 9-8-8 Community Partnerships Manage                    | \$0.00                                    | \$0.00                                     | \$75,000.00                                   | \$0.00                        | \$0.00                           | \$0.00                                  | \$75,000.00                                           | \$0.00                           |
| 7 9-8-8 Quality Assurance & Training Manage              | \$0.00                                    | \$0.00                                     | \$71,190.00                                   | \$0.00                        | \$0.00                           | \$0.00                                  | \$71,190.00                                           | \$0.00                           |
| 8 9-8-8 Resource Database Manager                        | \$0.00                                    | \$0.00                                     | \$75,000.00                                   | \$0.00                        | \$0.00                           | \$0.00                                  | \$75,000.00                                           | \$0.00                           |
| 9                                                        | \$0.00                                    | \$0.00                                     | \$0.00                                        | \$0.00                        | \$0.00                           | \$0.00                                  | \$0.00                                                | \$0.00                           |
| 10                                                       | \$0.00                                    | \$0.00                                     | \$0.00                                        | \$0.00                        | \$0.00                           | \$0.00                                  | \$0.00                                                | \$0.00                           |
| 11                                                       | \$0.00                                    | \$0.00                                     | \$0.00                                        | \$0.00                        | \$0.00                           | \$0.00                                  | \$0.00                                                | \$0.00                           |
| 12                                                       | \$0.00                                    | \$0.00                                     | \$0.00                                        | \$0.00                        | \$0.00                           | \$0.00                                  | \$0.00                                                | \$0.00                           |
| 13                                                       | \$0.00                                    | \$0.00                                     | \$0.00                                        | \$0.00                        | \$0.00                           | \$0.00                                  | \$0.00                                                | \$0.00                           |
| 14                                                       | \$0.00                                    | \$0.00                                     | \$0.00                                        | \$0.00                        | \$0.00                           | \$0.00                                  | \$0.00                                                | \$0.00                           |
| 15                                                       | \$0.00                                    | \$0.00                                     | \$0.00                                        | \$0.00                        | \$0.00                           | \$0.00                                  | \$0.00                                                | \$0.00                           |
| 16                                                       | \$0.00                                    | \$0.00                                     | \$0.00                                        | \$0.00                        | \$0.00                           | \$0.00                                  | \$0.00                                                | \$0.00                           |
| 17                                                       | \$0.00                                    | \$0.00                                     | \$0.00                                        | \$0.00                        | \$0.00                           | \$0.00                                  | \$0.00                                                | \$0.00                           |
| 18                                                       | \$0.00                                    | \$0.00                                     | \$0.00                                        | \$0.00                        | \$0.00                           | \$0.00                                  | \$0.00                                                | \$0.00                           |
| 19                                                       | \$0.00                                    | \$0.00                                     | \$0.00                                        | \$0.00                        | \$0.00                           | \$0.00                                  | \$0.00                                                | \$0.00                           |
| 20                                                       | \$0.00                                    | \$0.00                                     | \$0.00                                        | \$0.00                        | \$0.00                           | \$0.00                                  | \$0.00                                                | \$0.00                           |
| 21                                                       | \$0.00                                    | \$0.00                                     | \$0.00                                        | \$0.00                        | \$0.00                           | \$0.00                                  | \$0.00                                                | \$0.00                           |
| 22                                                       | \$0.00                                    | \$0.00                                     | \$0.00                                        | \$0.00                        | \$0.00                           | \$0.00                                  | \$0.00                                                | \$0.00                           |
| 23                                                       | \$0.00                                    | \$0.00                                     | \$0.00                                        | \$0.00                        | \$0.00                           | \$0.00                                  | \$0.00                                                | \$0.00                           |
| 24                                                       | \$0.00                                    | \$0.00                                     | \$0.00                                        | \$0.00                        | \$0.00                           | \$0.00                                  | \$0.00                                                | \$0.00                           |
| 25                                                       | \$0.00                                    | \$0.00                                     | \$0.00                                        | \$0.00                        | \$0.00                           | \$0.00                                  | \$0.00                                                | \$0.00                           |
| 26                                                       | \$0.00                                    | \$0.00                                     | \$0.00                                        | \$0.00                        | \$0.00                           | \$0.00                                  | \$0.00                                                | \$0.00                           |
| 27                                                       | \$0.00                                    | \$0.00                                     | \$0.00                                        | \$0.00                        | \$0.00                           | \$0.00                                  | \$0.00                                                | \$0.00                           |
| 28                                                       | \$0.00                                    | \$0.00                                     | \$0.00                                        | \$0.00                        | \$0.00                           | \$0.00                                  | \$0.00                                                | \$0.00                           |
| 29                                                       | \$0.00                                    | \$0.00                                     | \$0.00                                        | \$0.00                        | \$0.00                           | \$0.00                                  | \$0.00                                                | \$0.00                           |
| 30 All Positions                                         | \$0.00                                    | \$800,569.15                               | \$0.00                                        | \$0.00                        | \$0.00                           | \$0.00                                  | \$0.00                                                | \$0.00                           |
| Subtotal Employee Compensation                           | \$0.00                                    | \$800,569.15                               | \$1,026,921.04                                | \$0.00                        | \$0.00                           | \$170,340.00                            | \$856,581.04                                          | \$0.00                           |
| <b>Fringe Benefits</b>                                   |                                           |                                            |                                               |                               |                                  |                                         |                                                       |                                  |
| Payroll Taxes - FICA & Med Tax - 02101                   | \$0.00                                    | \$60,705.73                                | \$78,559.45                                   | \$0.00                        | \$0.00                           | \$13,031.00                             | \$65,528.45                                           | \$0.00                           |
| Health Insurance - 02304                                 | \$0.00                                    | \$86,275.44                                | \$187,945.21                                  | \$0.00                        | \$0.00                           | \$16,629.00                             | \$171,316.21                                          | \$0.00                           |
| Retirement - 02201                                       | \$0.00                                    | \$9,366.41                                 | \$0.00                                        | \$0.00                        | \$0.00                           | \$0.00                                  | \$0.00                                                | \$0.00                           |
| Dental - 02301                                           | \$0.00                                    | \$0.00                                     | \$0.00                                        | \$0.00                        | \$0.00                           | \$0.00                                  | \$0.00                                                | \$0.00                           |
| Life Insurance - 02303                                   | \$0.00                                    | \$0.00                                     | \$0.00                                        | \$0.00                        | \$0.00                           | \$0.00                                  | \$0.00                                                | \$0.00                           |
| Workers Compensation - 02401                             | \$0.00                                    | \$0.00                                     | \$0.00                                        | \$0.00                        | \$0.00                           | \$0.00                                  | \$0.00                                                | \$0.00                           |
| Unemployment Taxes - 02501                               | \$0.00                                    | \$0.00                                     | \$0.00                                        | \$0.00                        | \$0.00                           | \$0.00                                  | \$0.00                                                | \$0.00                           |
| Other Benefits - (Please describe)                       | \$0.00                                    | \$0.00                                     | \$0.00                                        | \$0.00                        | \$0.00                           | \$0.00                                  | \$0.00                                                | \$0.00                           |
| Subtotal Taxes and Benefits                              | \$0.00                                    | \$156,347.58                               | \$266,504.66                                  | \$0.00                        | \$0.00                           | \$29,660.00                             | \$236,844.66                                          | \$0.00                           |
| Total Employee Compensation                              | \$0.00                                    | \$956,916.73                               | \$1,293,425.70                                | \$0.00                        | \$0.00                           | \$200,000.00                            | \$1,093,425.70                                        | \$0.00                           |
| <b>II. Operating Expenses</b>                            |                                           |                                            |                                               |                               |                                  |                                         |                                                       |                                  |
| <b>Occupancy Expenses</b>                                |                                           |                                            |                                               |                               |                                  |                                         |                                                       |                                  |
| Rent - Occupancy -04408                                  | \$0.00                                    | \$31,671.24                                | \$24,959.36                                   | \$0.00                        | \$0.00                           | \$0.00                                  | \$24,959.36                                           | \$0.00                           |
| Telephone - 04181                                        | \$0.00                                    | \$94,611.79                                | \$33,000.00                                   | \$0.00                        | \$0.00                           | \$0.00                                  | \$33,000.00                                           | \$0.00                           |
| Utilities - 04301                                        | \$0.00                                    | \$0.00                                     | \$0.00                                        | \$0.00                        | \$0.00                           | \$0.00                                  | \$0.00                                                | \$0.00                           |
| Maintenance and Repairs - 04603                          | \$0.00                                    | \$0.00                                     | \$0.00                                        | \$0.00                        | \$0.00                           | \$0.00                                  | \$0.00                                                | \$0.00                           |
| Insurance Property & General Liability - 04502           | \$0.00                                    | \$9,989.52                                 | \$13,538.84                                   | \$0.00                        | \$0.00                           | \$0.00                                  | \$13,538.84                                           | \$0.00                           |
| Other - (Please describe)                                | \$0.00                                    | \$0.00                                     | \$0.00                                        | \$0.00                        | \$0.00                           | \$0.00                                  | \$0.00                                                | \$0.00                           |
| <b>Office Expenses</b>                                   |                                           |                                            |                                               |                               |                                  |                                         |                                                       |                                  |
| Office and Other Supplies - 05101                        | \$0.00                                    | \$113.18                                   | \$0.00                                        | \$0.00                        | \$0.00                           | \$0.00                                  | \$0.00                                                | \$0.00                           |
| Postage - 04101                                          | \$0.00                                    | \$0.00                                     | \$0.00                                        | \$0.00                        | \$0.00                           | \$0.00                                  | \$0.00                                                | \$0.00                           |
| Printing and Advertising - 04801                         | \$0.00                                    | \$95,248.57                                | \$30,000.00                                   | \$20,000.00                   | \$0.00                           | \$0.00                                  | \$10,000.00                                           | \$0.00                           |
| Publications - 05216                                     | \$0.00                                    | \$0.00                                     | \$0.00                                        | \$0.00                        | \$0.00                           | \$0.00                                  | \$0.00                                                | \$0.00                           |
| Staff Training - 05401                                   | \$0.00                                    | \$20,020.99                                | \$5,000.00                                    | \$5,000.00                    | \$0.00                           | \$0.00                                  | \$0.00                                                | \$0.00                           |
| Directors & Officers - Insurance - 04501                 | \$0.00                                    | \$0.00                                     | \$0.00                                        | \$0.00                        | \$0.00                           | \$0.00                                  | \$0.00                                                | \$0.00                           |
| Professional Fees & Services (not audit) - 03410         | \$0.00                                    | \$271,516.07                               | \$62,000.00                                   | \$30,000.00                   | \$0.00                           | \$0.00                                  | \$32,000.00                                           | \$0.00                           |
| Background Screening - 04936                             | \$0.00                                    | \$288.78                                   | \$300.00                                      | \$300.00                      | \$0.00                           | \$0.00                                  | \$0.00                                                | \$0.00                           |
| Other - Equipment under \$1,000 - 06403                  | \$0.00                                    | \$15,906.50                                | \$0.00                                        | \$0.00                        | \$0.00                           | \$0.00                                  | \$0.00                                                | \$0.00                           |
| Other - Membership & Dues                                | \$0.00                                    | \$3,502.00                                 | \$3,000.00                                    | \$0.00                        | \$0.00                           | \$0.00                                  | \$3,000.00                                            | \$0.00                           |
| Other - Meeting Expense                                  | \$0.00                                    | \$726.90                                   | \$400.00                                      | \$0.00                        | \$0.00                           | \$0.00                                  | \$400.00                                              | \$0.00                           |
| <b>Travel Expenses</b>                                   |                                           |                                            |                                               |                               |                                  |                                         |                                                       |                                  |
| Local Mileage - 04021                                    | \$0.00                                    | \$21,624.19                                | \$15,000.00                                   | \$15,000.00                   | \$0.00                           | \$0.00                                  | \$0.00                                                | \$0.00                           |
| Parking & Tools - 04028                                  | \$0.00                                    | \$0.00                                     | \$0.00                                        | \$0.00                        | \$0.00                           | \$0.00                                  | \$0.00                                                | \$0.00                           |
| <b>Equipment Expenses</b>                                |                                           |                                            |                                               |                               |                                  |                                         |                                                       |                                  |
| Rental & Leases - Equipment - 04402                      | \$0.00                                    | \$0.00                                     | \$0.00                                        | \$0.00                        | \$0.00                           | \$0.00                                  | \$0.00                                                | \$0.00                           |
| Vehicle Fuel and Maintenance - 0421f                     | \$0.00                                    | \$0.00                                     | \$0.00                                        | \$0.00                        | \$0.00                           | \$0.00                                  | \$0.00                                                | \$0.00                           |
| Vehicle Insurance -04502                                 | \$0.00                                    | \$0.00                                     | \$0.00                                        | \$0.00                        | \$0.00                           | \$0.00                                  | \$0.00                                                | \$0.00                           |
| Other - (Please describe)                                | \$0.00                                    | \$0.00                                     | \$0.00                                        | \$0.00                        | \$0.00                           | \$0.00                                  | \$0.00                                                | \$0.00                           |
| <b>Direct Client Expenses - 08301</b>                    |                                           |                                            |                                               |                               |                                  |                                         |                                                       |                                  |
| Client Rent                                              | \$0.00                                    | \$0.00                                     | \$0.00                                        | \$0.00                        | \$0.00                           | \$0.00                                  | \$0.00                                                | \$0.00                           |
| Client Utilities                                         | \$0.00                                    | \$0.00                                     | \$0.00                                        | \$0.00                        | \$0.00                           | \$0.00                                  | \$0.00                                                | \$0.00                           |
| Client Food                                              | \$0.00                                    | \$0.00                                     | \$0.00                                        | \$0.00                        | \$0.00                           | \$0.00                                  | \$0.00                                                | \$0.00                           |
| Client Medical                                           | \$0.00                                    | \$0.00                                     | \$0.00                                        | \$0.00                        | \$0.00                           | \$0.00                                  | \$0.00                                                | \$0.00                           |
| Client Educationala                                      | \$0.00                                    | \$0.00                                     | \$0.00                                        | \$0.00                        | \$0.00                           | \$0.00                                  | \$0.00                                                | \$0.00                           |
| Client Personal                                          | \$0.00                                    | \$0.00                                     | \$0.00                                        | \$0.00                        | \$0.00                           | \$0.00                                  | \$0.00                                                | \$0.00                           |
| Client Other (Please describe)                           | \$0.00                                    | \$0.00                                     | \$0.00                                        | \$0.00                        | \$0.00                           | \$0.00                                  | \$0.00                                                | \$0.00                           |
| Client Other (Please describe)                           | \$0.00                                    | \$0.00                                     | \$0.00                                        | \$0.00                        | \$0.00                           | \$0.00                                  | \$0.00                                                | \$0.00                           |
| Total Operating Expenses                                 | \$0.00                                    | \$565,219.73                               | \$187,198.20                                  | \$70,300.00                   | \$0.00                           | \$0.00                                  | \$116,898.20                                          | \$0.00                           |
| <b>III. Operating Capital Outlay (OVER \$1,000)</b>      |                                           |                                            |                                               |                               |                                  |                                         |                                                       |                                  |
| Machinery & Equipment - 06402                            | \$0.00                                    | \$0.00                                     | \$0.00                                        | \$0.00                        | \$0.00                           | \$0.00                                  | \$0.00                                                | \$0.00                           |
| Computers & Software - 06427                             | \$0.00                                    | \$38,996.04                                | \$105,983.16                                  | \$0.00                        | \$0.00                           | \$0.00                                  | \$105,983.16                                          | \$0.00                           |
| Other - (Please describe)                                | \$0.00                                    | \$0.00                                     | \$0.00                                        | \$0.00                        | \$0.00                           | \$0.00                                  | \$0.00                                                | \$0.00                           |
| Total Capital Outlay                                     | \$0.00                                    | \$38,996.04                                | \$105,983.16                                  | \$0.00                        | \$0.00                           | \$0.00                                  | \$105,983.16                                          | \$0.00                           |
| Direct Expenses Total                                    | \$0.00                                    | \$1,561,132.50                             | \$1,586,607.06                                | \$70,300.00                   | \$0.00                           | \$200,000.00                            | \$1,316,307.06                                        | \$0.00                           |
| Percent of Budget                                        | -                                         | -                                          | 100.0%                                        | 4.4%                          | 0.0%                             | 12.6%                                   | 83.0%                                                 | 0.0%                             |

Last Modified: 06/16/2025

amount is based on UW FY25 forecast, budget changed after COJ grant approval in FY

All City Grant items listed must be included in the narrative section of the budget.

**Budget Narrative for Selected Items of Cost**  
**FY 2026 City Grant Application**  
**Program Budget Narrative (Max. 2 Pages)**  
**Proposed Funding Period: FY 2025-2026**  
**COJ Funding Only**

**Agency:** United Way of Northeast Florida, Inc.

**Program Name:** 9-8-8 Suicide & Crisis Lifeline

**EXPENSES:** Please provide narrative description for all categories listed below for which you are seeking **City Funding Only**.

We have included those required elements in the spaces below. See instructions when listing personnel expenses.

Please feel free to add additional lines as necessary to provide explanations using the line insert feature.

**I. Employee Compensation** \* (not related to costs of the office of the governor of a state or the chief executive of a political subdivision)

**Salary & Wages**

|                                        |                                                                                                                                                                                   |
|----------------------------------------|-----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| 9-8-8 Director - \$106,080             | Director @ 100% of time. Director to oversee operations of 9-8-8, including supervision of management supervisors, call specialists, performance tracking, and quality assurance. |
| 9-8-8 Operations Supervisor - \$64,260 | One Operations Supervisor @ 100% of time. Operations Supervisor to oversee operations of 988 supervision of call specialists, performance tracking, and quality assurance.        |

**Payroll Taxes & Benefits**

|                                           |                                                                                                                             |
|-------------------------------------------|-----------------------------------------------------------------------------------------------------------------------------|
| Payroll Taxes - FICA & Med Tax - \$13,031 | Calculated at 7.65% of total salaries for all program employees, as required by federal law.                                |
| Health Insurance - \$16,629               | Health benefits estimated at 10% of total salaries to ensure full-time staff have access to comprehensive medical coverage. |

**II. Operating Expenses**

**Occupancy Expenses**

**Office Expenses**

**Travel Expenses - not related to entertainment expenses**

**Equipment Expenses**

**Direct Client Expenses**

**III. Operating Capital Outlay:**

**I.M. SULZBACHER CENTER FOR THE HOMELESS, INC. – Mental Health Offender Program (MHOP)**

**FY 2025-2026 City Grant Proposal Term Sheet**

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**Grant Recipient:** I.M. Sulzbacher Center for the Homeless, Inc. (“Sulzbacher” or “Recipient”)

**Program Name:** Mental Health Offender Program (the “Program”)

**City Funding Request:** \$447,500

**Contract/Grant Term:** October 1, 2025 – September 30, 2026

**Any substantial change to this FY 2025-2026 City Grant Proposal Term Sheet (the “Term Sheet”) or a budget change not within 10% of the attached Program budget line-items will require City Council approval.**

**PROGRAM OVERVIEW:**

The Mental Health Offender Program is a diversion program aimed at helping those individuals with severe mental illness who are cycling through the jail attain stability in the community through linkage to housing, healthcare and income. The purpose of MHOP is to reduce the demands on the criminal justice system by helping those with mental illness who rotate through the jail due to non-violent misdemeanor arrests, reducing recidivism and reducing community costs associated with these individuals. The Program provides pretrial release from custody, a customized plan of care to stabilize defendants, and court supervision to ensure compliance with a program developed by Sulzbacher. This request is intended to cover programmatic expenses.

**PROGRAM SCOPE OF WORK AND DELIVERABLES:**

The Mental Health Offender Program (MHOP) works as such: Upon notification of a target client’s arrest (if a nonviolent, misdemeanor offense), Sulzbacher staff (Psychiatrist or other mental health professional) screens the individual and if they are willing and appropriate for the Program, advocates with the judge for MHOP enrollment, and enrolls willing clients into the Program. Program enrollees will be on supervision throughout the time they are in the Program from a treatment court. MHOP enrollees will be immediately connected to a team of robust support: a psychiatrist through Sulzbacher’s health clinics, as well as case management and peer support. MHOP provides the client with intensive mental health services including Psychiatry, Counseling, medication management, linkage to disability, peer support, medical treatment, dental treatment and substance abuse treatment on-site. Those persons entering the program needing housing are placed in temporary housing while permanent housing is secured by the MHOP team. The program allows those persons suffering from mental illness referred from JSO the security of housing, healthcare and income and gives them the opportunity to regain their independence. The desired outcome of the Program is a decrease in arrests among the mentally ill population by stabilizing them through mental health services and all other wrap-around services needed. This will result in an increased number of persons reentering community life, and a cost savings to the community, law enforcement, and social service agencies. The initial pilot project successfully aided 20 clients, and the Program has been expanded after the highly successful pilot term to now up to 60 clients. The Goal of MHOP is to screen 100 individuals and enroll 60 participants annually, pending adjustment for any unforeseen funding decreases.

**PROGRAM COSTS/PAYMENT TERMS:**

Please see the attached Program Budget Detail and Narrative for the operating costs associated with the Program. Other funding sources for the MHOP include the Department of Children and Families, the Bureau of Justice Assistance and LSF Health Systems.

## **PROGRAM IMPACT & REPORTING:**

The MHOP team is experienced in collecting, analyzing, and reporting performance measures. The Program collects extensive information about participants to effectively manage operations and make Program adjustments as necessary. System-level performance and outcome data is collected routinely and analyzed to measure effectiveness and efficiency as well as to identify opportunities and barriers.

Regular staff meetings are held to address and review referrals, screening, assessments, transition plans, engagement, linkage to treatment/services, court issues and ongoing community support. Demographic information collected includes race, ethnicity, gender, age, income level, housing status (pre and post enrollment) and level of education. Criminal justice information collected includes date of arrest, criminal charges, jail bookings, history of arrests, attendance at judicial status hearings, days spent in jail before enrollment, during Program participation and after Program exit, time to referral to admission and total time in the Program. Clinical treatment information includes diagnosis, treatment history, adherence with treatment plan, risk and need level, trauma care, attendance at scheduled psychiatric and therapeutic sessions, drug urinalysis dates and results, housing, and peer support.

Performance is documented in a monthly report outlining number of screenings, referrals, assessments, enrolled, retained, successfully completed, and unsuccessfully completed. Data is continuously monitored and evaluated to ensure goals and objectives are met. The robust data collection efforts clearly identify and maximize the impact of the proposed project components.

Current performance measures demonstrate successful outcomes including significant decrease in arrests (76%), decrease in booking costs (78%) and decrease in jail bed days and costs (88%).

The MHOP will develop and update formal MOUs with grant partnering agencies outlining expectations and operational details upon receiving the grant award. Outcome performance will be shared with all stakeholders and partners to build long-term support and resources within Jacksonville and the State of Florida. The MHOP has successfully utilized performance outcomes to promote Program expansion as well as system-transformation since its implementation. All policies, statutes and regulations are in place to support and sustain excellent service delivery. The information gathered as a result of this proposal will further efforts to improve reentry for adults identified with serious mental illnesses and co-occurring substance use disorders involved in the criminal justice system. The Goal of MHOP is to screen 100 individuals and enroll 60 participants annually.

## **ADDITIONAL GRANT REQUIREMENTS AND CONDITIONS:**

Recipient's expenditure of City funds for the Program and the provision of services shall be subject to Chapter 118, Parts 1 – 5 of the *Jacksonville Ordinance Code*, and the terms and conditions of any contract entered into between the City and Recipient. Recipient shall use the City funds for the Program in accordance with the City Council approved Term Sheet and Program budget. The City's Grant Administrator may amend this Term Sheet or the approved Program budget consistent with the Program's needs, provided that any substantial change to this Term Sheet or a budget change not within 10% of the attached Program budget line-items will require City Council approval.

**FY 2026 City Grant - Complete Program Budget Detail**

**Lead Agency: I.M. Sulzbacher Center for the Homeless, Inc**

**Program Name: Mental Health Offender Program**

**Agency Fiscal Year: July 1 - June 30**

| BUDGET                                                          |                                           |                                            |                                               |                               |                                  |                                         |                                      |                                  |  |
|-----------------------------------------------------------------|-------------------------------------------|--------------------------------------------|-----------------------------------------------|-------------------------------|----------------------------------|-----------------------------------------|--------------------------------------|----------------------------------|--|
| Funding Partners                                                |                                           |                                            |                                               |                               |                                  |                                         |                                      |                                  |  |
| Categories and Line Items                                       | Prior Year<br>Prg Funding<br>FY 2023-2024 | Current Year<br>Prg Budget<br>FY 2024-2025 | Total Est. Cost<br>of Program<br>FY 2025-2026 | Agency<br>Provided<br>Funding | All Other<br>Program<br>Revenues | City of<br>Jacksonville<br>(City Grant) | Federal/ State<br>& Other<br>Funding | Private<br>Foundation<br>Funding |  |
| <b>I. Employee Compensation</b>                                 |                                           |                                            |                                               |                               |                                  |                                         |                                      |                                  |  |
| <b>Personnel - 01201 (list Job Title or Positions no names)</b> |                                           |                                            |                                               |                               |                                  |                                         |                                      |                                  |  |
| President/Psychiatrist .15 FTE                                  | \$98,872.82                               | \$22,000.00                                | \$273,136.38                                  | \$0.00                        | \$0.00                           | \$40,167.15                             | \$232,969.23                         | \$0.00                           |  |
| Psychiatrist .66 FTE                                            | \$159,752.75                              | \$175,779.96                               | \$185,060.38                                  | \$0.00                        | \$0.00                           | \$121,550.00                            | \$63,510.38                          | \$0.00                           |  |
| Human Services Administrator .37 FTE                            | \$0.00                                    | \$24,000.00                                | \$65,519.81                                   | \$0.00                        | \$0.00                           | \$24,000.00                             | \$41,519.81                          | \$0.00                           |  |
| Integrated Services Case Manager 1 FTE                          | \$0.00                                    | \$33,599.90                                | \$33,599.90                                   | \$0.00                        | \$0.00                           | \$33,599.90                             | \$0.00                               | \$0.00                           |  |
| Integrated Services Case Manager 1 FTE                          | \$0.00                                    | \$41,999.88                                | \$41,999.88                                   | \$0.00                        | \$0.00                           | \$41,999.88                             | \$0.00                               | \$0.00                           |  |
| Aftercare Case Manager 1 FTE                                    | \$0.00                                    |                                            | \$41,999.88                                   | \$0.00                        | \$0.00                           | \$41,999.88                             | \$0.00                               | \$0.00                           |  |
| Advocate 1 FTE                                                  | \$0.00                                    |                                            | \$17,305.60                                   | \$0.00                        | \$0.00                           | \$17,305.60                             | \$0.00                               | \$0.00                           |  |
| Behavior Health Counselor .20 FTE                               | \$12,519.73                               |                                            | \$66,395.21                                   | \$0.00                        | \$0.00                           | \$0.00                                  | \$66,395.21                          |                                  |  |
| MHOP Program Manager                                            | \$0.00                                    |                                            | \$52,530.02                                   | \$0.00                        | \$0.00                           | \$0.00                                  | \$52,530.02                          |                                  |  |
| Case Manager Jain In-Reach                                      | \$0.00                                    |                                            | \$43,992.00                                   | \$0.00                        | \$0.00                           | \$0.00                                  | \$43,992.00                          |                                  |  |
| Peer Support Specialist                                         | \$0.00                                    |                                            | \$39,998.40                                   | \$0.00                        | \$0.00                           | \$0.00                                  | \$39,998.40                          |                                  |  |
| <b>Subtotal Employee Compensation</b>                           | <b>\$271,145.30</b>                       | <b>\$297,379.74</b>                        | <b>\$861,537.46</b>                           | <b>\$0.00</b>                 | <b>\$0.00</b>                    | <b>\$320,622.41</b>                     | <b>\$540,915.05</b>                  | <b>\$0.00</b>                    |  |
| <b>Fringe Benefits</b>                                          |                                           |                                            |                                               |                               |                                  |                                         |                                      |                                  |  |
| Payroll Taxes - FICA & Med Tax - 02101                          | \$8,521.53                                | \$9,302.38                                 | \$64,041.65                                   | \$0.00                        | \$0.00                           | \$27,520.19                             | \$36,521.46                          | \$0.00                           |  |
| Health Insurance - 02304                                        | \$17,043.06                               | \$20,513.88                                | \$144,323.92                                  | \$0.00                        | \$0.00                           | \$62,019.35                             | \$82,304.57                          | \$0.00                           |  |
| Retirement - 02201                                              | \$2,450.64                                | \$1,129.04                                 | \$18,417.20                                   | \$0.00                        | \$0.00                           | \$7,914.30                              | \$10,502.90                          | \$0.00                           |  |
| Dental - 02301                                                  | \$0.00                                    | \$0.00                                     | \$4,392.13                                    | \$0.00                        | \$0.00                           | \$0.00                                  | \$4,392.13                           | \$0.00                           |  |
| Life Insurance - 02303                                          | \$334.18                                  | \$0.00                                     | \$1,432.21                                    | \$0.00                        | \$0.00                           | \$0.00                                  | \$1,432.21                           | \$0.00                           |  |
| Workers Compensation - 02401                                    | \$1,336.71                                | \$0.00                                     | \$3,039.99                                    | \$0.00                        | \$0.00                           | \$0.00                                  | \$3,039.99                           | \$0.00                           |  |
| Unemployment Taxes - 02501                                      | \$222.78                                  | \$0.00                                     | \$619.19                                      | \$0.00                        | \$0.00                           | \$0.00                                  | \$619.19                             | \$0.00                           |  |
| Other Benefits - (Vision)                                       | \$0.00                                    | \$0.00                                     | \$0.00                                        | \$0.00                        | \$0.00                           | \$0.00                                  | \$0.00                               | \$0.00                           |  |
| <b>Subtotal Taxes and Benefits</b>                              | <b>\$29,908.90</b>                        | <b>\$30,945.30</b>                         | <b>\$236,266.29</b>                           | <b>\$0.00</b>                 | <b>\$0.00</b>                    | <b>\$97,463.84</b>                      | <b>\$138,812.45</b>                  | <b>\$0.00</b>                    |  |
| <b>Total Employee Compensation</b>                              | <b>\$301,054.20</b>                       | <b>\$328,325.04</b>                        | <b>\$1,097,803.75</b>                         | <b>\$0.00</b>                 | <b>\$0.00</b>                    | <b>\$418,076.25</b>                     | <b>\$679,727.50</b>                  | <b>\$0.00</b>                    |  |
| <b>II. Operating Expenses</b>                                   |                                           |                                            |                                               |                               |                                  |                                         |                                      |                                  |  |
| <b>Occupancy Expenses</b>                                       |                                           |                                            |                                               |                               |                                  |                                         |                                      |                                  |  |
| Rent - Occupancy -04408                                         | \$0.00                                    | \$0.00                                     | \$38,077.56                                   | \$0.00                        | \$0.00                           | \$0.00                                  | \$38,077.56                          | \$0.00                           |  |
| Telephone - 04181                                               | \$4,000.00                                | \$0.00                                     | \$3,000.00                                    | \$0.00                        | \$0.00                           | \$960.00                                | \$2,040.00                           | \$0.00                           |  |
| Utilities - 04301                                               | \$0.00                                    | \$0.00                                     | \$0.00                                        | \$0.00                        | \$0.00                           | \$0.00                                  | \$0.00                               | \$0.00                           |  |
| Maintenance and Repairs - 04603                                 | \$0.00                                    | \$0.00                                     | \$17,542.68                                   | \$0.00                        | \$0.00                           | \$0.00                                  | \$17,542.68                          | \$0.00                           |  |
| IT & General Allocation                                         | \$9,012.24                                | \$20,079.00                                | \$20,079.41                                   | \$0.00                        | \$0.00                           | \$0.00                                  | \$20,079.41                          | \$0.00                           |  |
| Other - (Storage)                                               | \$0.00                                    | \$254.00                                   | \$3,334.00                                    | \$0.00                        | \$0.00                           | \$3,334.00                              | \$0.00                               | \$0.00                           |  |
| <b>Office Expenses</b>                                          |                                           |                                            |                                               |                               |                                  |                                         |                                      |                                  |  |
| Office and Other Supplies - 05101                               | \$3,000.00                                | \$250.00                                   | \$2,846.00                                    | \$0.00                        | \$0.00                           | \$500.00                                | \$2,346.00                           | \$0.00                           |  |
| Postage - 04101                                                 | \$0.00                                    | \$0.00                                     | \$0.00                                        | \$0.00                        | \$0.00                           | \$0.00                                  | \$0.00                               | \$0.00                           |  |
| Printing and Advertising - 04801                                | \$0.00                                    | \$0.00                                     | \$0.00                                        | \$0.00                        | \$0.00                           | \$0.00                                  | \$0.00                               | \$0.00                           |  |
| Publications - 05216                                            | \$0.00                                    | \$0.00                                     | \$0.00                                        | \$0.00                        | \$0.00                           | \$0.00                                  | \$0.00                               | \$0.00                           |  |
| Staff Training - 05401                                          | \$0.00                                    | \$1,240.00                                 | \$1,215.00                                    | \$0.00                        | \$0.00                           | \$800.00                                | \$415.00                             | \$0.00                           |  |
| Directors & Officers - Insurance - 04501                        | \$0.00                                    | \$0.00                                     | \$0.00                                        | \$0.00                        | \$0.00                           | \$0.00                                  | \$0.00                               | \$0.00                           |  |
| Professional Fees & Services (not audit) - 03410                | \$0.00                                    | \$0.00                                     | \$69,450.00                                   | \$0.00                        | \$0.00                           | \$0.00                                  | \$69,450.00                          | \$0.00                           |  |
| Drug & Background Screening - 04938                             | \$0.00                                    | \$250.00                                   | \$450.00                                      | \$0.00                        | \$0.00                           | \$0.00                                  | \$450.00                             | \$0.00                           |  |
| Other - Equipment under \$1,000 - 06403                         | \$900.00                                  | \$0.00                                     | \$0.00                                        | \$0.00                        | \$0.00                           | \$0.00                                  | \$0.00                               | \$0.00                           |  |
| Other - (Licenses & Permits)                                    | \$1,300.00                                | \$1,000.00                                 | \$1,888.00                                    | \$0.00                        | \$0.00                           | \$1,000.00                              | \$888.00                             | \$0.00                           |  |
| <b>Travel Expenses</b>                                          |                                           |                                            |                                               |                               |                                  |                                         |                                      |                                  |  |
| Local Mileage - 04021                                           | \$6,000.00                                | \$0.00                                     | \$15,000.00                                   | \$0.00                        | \$0.00                           | \$0.00                                  | \$15,000.00                          | \$0.00                           |  |
| Conferences                                                     | \$0.00                                    | \$2,500.00                                 | \$0.00                                        | \$0.00                        | \$0.00                           | \$0.00                                  | \$0.00                               | \$0.00                           |  |
| <b>Equipment Expenses</b>                                       |                                           |                                            |                                               |                               |                                  |                                         |                                      |                                  |  |
| Rental & Leases - Equipment - 04402                             | \$7,138.00                                | \$3,097.00                                 | \$6,840.00                                    | \$0.00                        | \$0.00                           | \$0.00                                  | \$6,840.00                           | \$0.00                           |  |
| Vehicle Fuel and Maintenance - 04216                            | \$1,350.00                                | \$1,440.00                                 | \$5,954.00                                    | \$0.00                        | \$0.00                           | \$2,900.00                              | \$3,054.00                           | \$0.00                           |  |
| Vehicle Insurance -04502                                        | \$8,932.19                                | \$4,803.60                                 | \$9,848.82                                    | \$0.00                        | \$0.00                           | \$9,848.82                              | \$0.00                               | \$0.00                           |  |
| Other - Equipment under \$1,000                                 | \$0.00                                    | \$1,998.00                                 | \$3,960.00                                    | \$0.00                        | \$0.00                           | \$0.00                                  | \$3,960.00                           | \$0.00                           |  |
| <b>Direct Client Expenses - 08301</b>                           |                                           |                                            |                                               |                               |                                  |                                         |                                      |                                  |  |
| Client Housing                                                  | \$40,000.00                               | \$62,517.18                                | \$255,000.00                                  | \$0.00                        | \$0.00                           | \$1,000.00                              | \$254,000.00                         | \$0.00                           |  |
| Client Transportation                                           | \$0.00                                    | \$0.00                                     | \$0.00                                        | \$0.00                        | \$0.00                           | \$0.00                                  | \$0.00                               | \$0.00                           |  |
| Client Food                                                     | \$30,000.00                               | \$0.00                                     | \$39,034.38                                   | \$0.00                        | \$0.00                           | \$4,280.93                              | \$34,753.45                          | \$0.00                           |  |
| Client Medical                                                  | \$2,213.37                                | \$3,433.00                                 | \$6,500.00                                    | \$0.00                        | \$0.00                           | \$1,500.00                              | \$5,000.00                           | \$0.00                           |  |
| Client Educational                                              | \$0.00                                    | \$0.00                                     | \$0.00                                        | \$0.00                        | \$0.00                           | \$0.00                                  | \$0.00                               | \$0.00                           |  |
| Client Personal                                                 | \$25,000.00                               | \$4,226.68                                 | \$2,600.00                                    | \$0.00                        | \$0.00                           | \$1,100.00                              | \$1,500.00                           | \$0.00                           |  |
| Client Other (Client Shelter Bed)                               | \$4,000.00                                | \$0.00                                     | \$3,000.00                                    | \$0.00                        | \$0.00                           | \$0.00                                  | \$3,000.00                           | \$0.00                           |  |
| Client Other (Community Integration)                            | \$3,600.00                                | \$1,200.00                                 | \$3,304.00                                    | \$0.00                        | \$0.00                           | \$2,200.00                              | \$1,104.00                           | \$0.00                           |  |
| <b>Total Operating Expenses</b>                                 | <b>\$146,445.80</b>                       | <b>\$108,288.46</b>                        | <b>\$508,923.85</b>                           | <b>\$0.00</b>                 | <b>\$0.00</b>                    | <b>\$29,423.75</b>                      | <b>\$479,500.10</b>                  | <b>\$0.00</b>                    |  |
| <b>III. Operating Capital Outlay (OVER \$1,000)</b>             |                                           |                                            |                                               |                               |                                  |                                         |                                      |                                  |  |
| Machinery & Equipment - 06402                                   | \$0.00                                    | \$0.00                                     | \$0.00                                        | \$0.00                        | \$0.00                           | \$0.00                                  | \$0.00                               | \$0.00                           |  |
| Computers & Software - 06427                                    | \$0.00                                    | \$0.00                                     | \$0.00                                        | \$0.00                        | \$0.00                           | \$0.00                                  | \$0.00                               | \$0.00                           |  |
| <b>Total Capital Outlay</b>                                     | <b>\$0.00</b>                             | <b>\$0.00</b>                              | <b>\$0.00</b>                                 | <b>\$0.00</b>                 | <b>\$0.00</b>                    | <b>\$0.00</b>                           | <b>\$0.00</b>                        | <b>\$0.00</b>                    |  |
| <b>Direct Expenses Total</b>                                    | <b>\$447,500.00</b>                       | <b>\$436,613.50</b>                        | <b>\$1,606,727.60</b>                         | <b>\$0.00</b>                 | <b>\$0.00</b>                    | <b>\$447,500.00</b>                     | <b>\$1,159,227.60</b>                | <b>\$0.00</b>                    |  |
| <b>Percent of Budget</b>                                        | <b>-</b>                                  | <b>-</b>                                   | <b>100.0%</b>                                 | <b>0.0%</b>                   | <b>0.0%</b>                      | <b>27.9%</b>                            | <b>72.1%</b>                         | <b>0.0%</b>                      |  |

Last Modified: 02/16/2024

All City Grant items listed must be included in the narrative section of the budget.

**Budget Narrative for Selected Items of Cost  
FY 2026 City Grant Application  
Program Budget Narrative (Max. 2 Pages)  
Proposed Funding Period: FY 2025-2026  
COJ Funding Only**

**Agency:** I.M. Sulzbacher Center for the Homeless, Inc.

**Program Name:** Mental Health Offender Program

**EXPENSES:** Please provide narrative description for all categories listed below for which you are seeking **City Funding Only**.

We have included those required elements in the spaces below. See instructions when listing personnel expenses.

Please feel free to add additional lines as necessary to provide explanations using the line insert feature.

**I. Employee Compensation** - (not related to costs of the office of the governor of a state or the chief executive of a political subdivision)

**Salary & Wages**

|                                        |                     |
|----------------------------------------|---------------------|
| President/Psychiatrist .15 FTE         | \$40,167.15         |
| Psychiatrist .66 FTE                   | \$121,550.00        |
| Human Services Administrator .33 FTE   | \$24,000.00         |
| Integrated Services Case Manager 1 FTE | \$33,599.90         |
| Integrated Services Case Manager 1 FTE | \$41,999.88         |
| Aftercare Case Manager 1 FTE           | \$41,999.88         |
| Advocate                               | \$17,305.60         |
| Behavior Health Counselor .20 FTE      | \$0.00              |
| MHOP Program Manager                   | \$0.00              |
| Case Manager Jain In-Reach             | \$0.00              |
| Peer Support Specialist                | \$0.00              |
| <b>Total:</b>                          | <b>\$320,622.41</b> |

**Payroll Taxes & Benefits**

|                                        |                    |
|----------------------------------------|--------------------|
| Payroll Taxes - FICA & Med Tax (7.65%) | \$27,520.19        |
| Health Insurance (17.24%)              | \$62,019.35        |
| Retirement (2.20%)                     | \$7,914.30         |
| Dental (.92%)                          | \$0.00             |
| Life Insurance (.30%)                  | \$0.00             |
| Workers Compensation (1.20%)           | \$0.00             |
| Unemployment Taxes (.20%)              | \$0.00             |
| Other Benefits - (Vision) (.09%)       | \$0.00             |
| <b>Total:</b>                          | <b>\$97,453.84</b> |

**II. Operating Expenses**

**Occupancy Expenses**

|                                                                                                                       |                   |
|-----------------------------------------------------------------------------------------------------------------------|-------------------|
| Telephone - Cell phones and VIOP plans for program staff to ensure access to care for program clients                 | \$960.00          |
| Other - Storage - Offsite storage unit to hold furnishings and other related items necessary for client housing needs | \$3,334.00        |
| Professional Fees & Service:                                                                                          |                   |
| <b>Total:</b>                                                                                                         | <b>\$4,294.00</b> |

**Office Expenses**

|                                                                                                                                                                     |                   |
|---------------------------------------------------------------------------------------------------------------------------------------------------------------------|-------------------|
| Office and Other Supplies - Office supplies, to include paper, pens, pencils, file folders, binders, etc., for program staff to use in the execution of the program | \$500.00          |
| Staff Training - annual trainings for staff                                                                                                                         | \$800.00          |
| Licenses and Permits - Required renewal certifications for staff and Provider:                                                                                      | \$1,000.00        |
| <b>Total:</b>                                                                                                                                                       | <b>\$2,300.00</b> |

**Travel Expenses - not related to entertainment expenses**

**Equipment Expenses**

|                                                        |                    |
|--------------------------------------------------------|--------------------|
| Vehicle Fuel and Maintenance - Gas for 2 MHOP vehicles | \$2,900.00         |
| Vehicle Insurance - Insurance for 2 MHOP vehicles      | \$9,848.82         |
| <b>Total:</b>                                          | <b>\$12,748.82</b> |

**Direct Client Expenses**

|                                                                                                                                                 |                    |
|-------------------------------------------------------------------------------------------------------------------------------------------------|--------------------|
| Client Housing - Temporary and permanent housing for clients until they can be connected to benefits, at a max of 150 per night.                | \$1,000.00         |
| Client Food - Food/ vouchers for program clients until they can be connected to income or Foodstamps                                            | \$4,280.93         |
| Client Medical - Consumables to include drug tests as well as suppingy all necessary Psychotropic and other meds                                | \$1,500.00         |
| Client Educational                                                                                                                              |                    |
| Client Personal - Clothing/personal care essentials for program clients until they can be connected to income.                                  | \$1,100.00         |
| Client Other Guest Transportatior                                                                                                               |                    |
| Client Other - Community Integration - social activities assisting clients with daily life skills to re acclimate them back into the community. | \$2,200.00         |
| <b>Total:</b>                                                                                                                                   | <b>\$10,080.93</b> |

**III. Operating Capital Outlay:**

|                     |                     |
|---------------------|---------------------|
|                     | 0                   |
| <b>Total:</b>       | -                   |
| <b>Grand Total:</b> | <b>\$447,500.00</b> |

**Grant Recipient:** Florida State College at Jacksonville (“FSCJ”)

**Program Name:** Fire Academy of the South Burn Building Project (the “Project”)

**City Funding Request:** \$3,500,000

**Contract/Grant Term:** October 1, 2025 – September 30, 2026

**Any substantial change to this FY 2025-2026 City Grant Proposal Term Sheet (the “Term Sheet”) or a budget change not within 10% of the attached Program budget will require City Council approval.**

**PROGRAM OVERVIEW:**

The Burn Building Project is a joint initiative between Florida State College at Jacksonville’s (FSCJ) Fire Academy of the South and the Jacksonville Fire and Rescue Department (JFRD) to construct a modern live-fire training facility that meets current safety standards and effectively prepares firefighters for real-world emergencies. The primary goal is to enhance the quality and safety of firefighter training by replacing the existing Burn Building, which has been in use for over 30 years and no longer provides a safe or effective environment for live-fire instruction. The new facility will be designed to support advanced training scenarios, including fire suppression, search and rescue, and other critical firefighting operations.

This Project will directly benefit Duval County residents by improving the training environment for both new and existing firefighters. The Fire Academy graduates more than 300 firefighters annually and offers over 120 in-service training courses each year for JFRD and surrounding area departments. By providing high-quality, realistic training, the new Burn Building will ensure that local first responders are better prepared to protect lives and property in the community. Ultimately, the Project addresses a pressing infrastructure need while strengthening public safety across the region.

The Florida Legislature has appropriated \$2,000,000 in the 2025–2026 state budget for the Project. FSCJ is contributing an additional \$1,000,000 in college funds, which will be supplemented by the requested \$3,500,000 investment from the City of Jacksonville. In addition to these public investments, FSCJ will continue to pursue and leverage philanthropic support to further advance and enhance the Project. All funding will be used for capital expenses and professional expenses in connection with the design and construction of the Burn Building, including, but not limited to, engineering, architectural, surveying, space planning, testing and inspections (environmental, geotechnical and materials testing), mitigation credits, and all similar related design and construction services.

**PROGRAM SCOPE OF WORK AND DELIVERABLES:**

The FSCJ Burn Building Project is anticipated to take between 24 to 30 months. The scope of work includes a detailed plan that will assist in bringing needed and updated hands-on training opportunities for fire science students, local fire departments, and regional emergency responders.

Activities:

The **Planning and Design Phase** will begin with site assessments and Project planning, including the development of architectural and engineering designs to construct a Drager Swede Survival Phase 5 Modified Burn Building or similar. Key tasks during this phase include securing external contractors, conducting site and

environmental surveys, and holding stakeholder input meetings with FSCJ, JFRD, and other relevant partners. Once the design is finalized, it will be submitted for all required permits from the County, the Water Management District, the Florida Department of Environmental Protection (FDEP), and other applicable agencies. Upon receipt of the necessary approvals, the **Site Preparation and Construction Phase** will commence. This phase will involve clearing and grading the site, installing essential utilities—including fire water, electricity, and drainage systems—and constructing the foundation, framing, roofing, stairwells, burn rooms, maze rooms, and tunnel sections of the structure. Additional work will include installing fire-rated doors, windows, and interior partitions. All construction activities will be subject to scheduled site inspections to ensure code compliance and safety. The **Props and Systems Installation Phase** will focus on acquiring and installing specialized fire training systems. This includes Class A burn props, ignition and control systems, thermal linings or refractory panels, forcible entry doors, rooftop ventilation props, gas detection and leak monitoring systems, heat sensors, and data loggers, among other critical gear necessary for realistic, NFPA-compliant training scenarios. Finally, the **Training and Program Launch Phase** will include drager train the trainer training instructors, finalizing operational protocols, coordinating training schedules with partner agencies such as JFRD, and initiating full-scale live fire training operations. This phase will mark the official activation of the facility.

**Deliverables:**

- Preliminary Site and Feasibility Report / Cost Analysis (See Preliminary Cost Analysis hereinbelow identified as **SCHEDULE 1**)
- Architectural and Engineering Drawings
- Permitting and Regulatory Approvals Packet
- FSCJ Burn Building Structure constructed with fire-resistant finishes and safety features installed
- Live fire training systems and props installed and completed

**PROGRAM COSTS/PAYMENT TERMS:**

The full \$3,500,000 City investment (the “**City Grant Funds**”) shall be disbursed as a one-time, lump-sum payment to FSCJ upon execution of an agreement between the parties setting forth the terms and conditions of the use and disbursement of City Grant Funds (the “**Grant Agreement**”). This will allow FSCJ to effectively manage Project planning and construction timelines. FSCJ anticipates no more than 30 months from Project design beginning to Project construction completion. City Grant Funds will be encumbered within first 12 months of Project commencement, by September 30, 2026. The City’s funding of the Project shall be subject to the following terms and conditions to be included in the Grant Agreement:

1. Prior to City’s disbursement of the full balance of the City Grant Funds to FSCJ: (a) FSCJ shall deliver the preliminary Site and Feasibility Report/Cost Analysis included herein; (b) verification by City that capital stack is in place for the City Grant Funds; (c) FSCJ and City shall agree upon a comprehensive scope of work to be attached as an exhibit to the Grant Agreement setting forth the items to which the City Grant Funds may be applied (the “**Scope of Work**”); (d) include as an exhibit to the Grant Agreement a performance schedule establishing completion deadlines for the development and construction work for the Burn Building, with final completion of the Burn Building to be no later than February 28, 2028 (the “**Performance Schedule**”) ; (e) execute a new or amended facility use agreement (the “**Use Agreement**”) between the City and FSCJ for use of the Project for both training and administrative space for a period of not less than 10 years and establishing that FSCJ shall be responsible for all maintenance of the Project.
2. Upon City’s disbursement of the full balance of the City Grant Funds to FSCJ, the following terms shall apply:
  - a. Prior to FSCJ’s disbursement of any City Grant Funds:

- i. A copy of any invoice to be paid using City Grant Funds shall be submitted to the City for review and approval, not to be unreasonably withheld, conditioned or delayed, provided such invoice is for items included in the Scope of Work;
    - ii. The City Grant Funds shall compromise a maximum of 53.8% of the total construction cost for the Project; and
    - iii. Such approval by the City shall be delivered in writing to FSCJ within twenty (20) days from the date of FSCJ's delivery of same to City to allow FSCJ to pay all such invoices within forty-five (45) days, as required pursuant to Florida Statute §218.74.
  - b. The City funds shall be treated as a 10-year forgivable loan. If the Project is not used for its intended purpose as stated herein at any time during this 10-year period, FSCJ shall repay the City the unamortized portion of the forgivable loan. If the City terminates the Use Agreement prior to full amortization of the loan, the loan shall be forgiven in its entirety.
  - c. FSCJ shall provide City with documentation showing payment was made by the FSCJ to such party identified on each invoice approved by the City pursuant to this section, which documentation shall be provided to the City within thirty (30) days of the FSCJ's disbursement of City Grant Funds for the payment of same.
  - d. City shall have the authority to review design submittals, and shall be consulted on all cost reduction or value engineering proposals; provided, however, FSCJ shall have the final authority to approve or reject same so long as such items are included as part of the Scope of Work.
  - e. City shall have the right to inspect the status of work on the Burn Building by first delivering prior written notice to FSCJ specifying the date and time of said inspection; provided, however, any such City inspection shall not interfere with or otherwise obstruct the construction of the Burn Building.
  - f. All development and construction work contracted for the Burn Building shall require competitive solicitation of all professional and construction services via Sourcewell and CCNA and in compliance with the City's procurement code.
  - g. FSCJ shall be solely responsible for any cost overruns for the development and construction of the Burn Building.
  - h. FSCJ shall hold five percent (5%) of the City Grant Funds in retainage until construction of the Burn Building is completed pursuant to the Performance Schedule.
  - i. FSCJ shall provide a finalized Site and Feasibility Report/Cost Analysis prior to completion.
3. In the event FSCJ fails to substantially complete the construction of the Burn Building within the time prescribed in the Performance Schedule, then the City shall be entitled to demand repayment of the City Grant Funds from FSCJ; provided, however, FSCJ shall be entitled to such reasonable extensions as necessary to complete the construction of the Burn Building, but in no event shall such extensions exceed one hundred eighty (180) days beyond the completion date set forth in the Performance Schedule.
  4. Upon completion of the construction of the Burn Building, FSCJ shall provide the City with a reconciliation statement for the Burn Building showing the overall cost for the development and construction of same, and the allocation and distribution of any City Grant Funds. The City shall be entitled to the return of any City Grant Funds not used or otherwise allocated, and disbursed for items not included in the Scope of Work.

## **PROGRAM IMPACT & REPORTING:**

### **Goal & Objective:**

- Design and build a new Burn Building

### **Required Reporting:**

- FSCJ will convene a working group of Fire Academy staff, FSCJ administration, and JFRD representatives. This group will meet on a regular basis to discuss and agree upon Burn Building design and progress on construction.
- Quarterly progress reports to COJ detailing design progress, infrastructure development, and Project execution, including amount expended during the timeframe.

## **ADDITIONAL GRANT REQUIREMENTS AND CONDITIONS:**

Recipient's expenditure of City funds for the Project and the provision of services shall be subject to the terms and conditions of any contract entered into between the City and Recipient. Recipient shall use the City funds for the Project in accordance with the City Council approved Term Sheet and Project budget. The City's Grant Administrator may amend this Term Sheet or the approved Project budget consistent with the Project's needs, provided that any substantial change to this Term Sheet will require City Council approval.

## **SCHEDULE 1**

### **Preliminary Cost Analysis**

#### **Construction**

- Site Development Cost (3 acres) - \$ 1,305,000.00
- Utilities (extend fire line & add hydrant) - \$46,000.00
- Drager Phase 5 Modified Burn Building - \$ 3,100,000.00
- Concrete Work (building foundation, slab on grade and paving) - \$ 1,056,000.00
- Electrical Work (building power and site lighting) - \$ 337,000.00

**Total Construction - \$ 5,844,000.00**

#### **Professional Fees & Other Expenses**

- Design Services (Programming, Space Planning, Design, Engineering and CA Services) - \$ 586,000.00
- Testing and Inspections (Environmental, Geotechnical, Materials Testing) - \$ 40,000.00
- Surveying - \$ 30,000.00
- Threshold Inspection (not applicable, 3 story training facility)

**Total Professional Fees & Other Expenses - \$ 656,000.00**

**Total Budget - \$ 6,500,000.00**

## WE CARE JACKSONVILLE, INC. – JaxCareConnect Program

### FY 2025-2026 City Grant Proposal Term Sheet

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**Grant Recipient:** We Care Jacksonville, Inc. (“Recipient”)

**Program Name:** JaxCareConnect (Duval County Safety Net Collaboration) (the “Program”)

**City Funding Request:** \$500,000

**Contract/Grant Term:** October 1, 2025 – September 30, 2026

**Any substantial change to this FY 2025-2026 City Grant Proposal Term Sheet (the “Term Sheet”) or a budget change not within 10% of the attached Program budget line-items will require City Council approval.**

#### PROGRAM OVERVIEW:

**JaxCareConnect** is an initiative created by members of the **Duval Safety Net Collaborative**, whose mission is to ensure every resident of Duval County has access to high-quality, comprehensive healthcare – regardless of insurance status or ability to pay. **We Care Jacksonville, Inc. (WeCareJax)** host and administers this one-of-a-kind Program for the community. JaxCareConnect offers a comprehensive solution to overcome challenges in access to care in our local health care system, aligning with the current City of Jacksonville priority of improving health and wellness for all in our community. *JaxCareConnect Goal:* **Improve access to health care for uninsured and under-resourced neighbors** by providing connection to care while removing barriers to accessing a primary care medical home for uninsured neighbors living at or below 300% of the Federal Poverty Level in Duval County. Funding for FY 25–26 will support programmatic operating expenses identified in the City Council’s Strategic Plan following a six-month study by the City’s Critical Quality of Life Issues Committee. This funding will support increased referral volume to JaxCareConnect through Healthlink JAX, a virtual healthcare service offered by the City of Jacksonville for uninsured residents, and the state’s LIVE HEALTHY mandates for referrals to community resources for all uninsured neighbors leaving an emergency room visit.

#### PROGRAM SCOPE OF WORK AND DELIVERABLES:

**Objective 1:** Provide access to and retention in primary health care for a minimum of 2,000 uninsured and under-resourced neighbors within one year.

##### *Obj. 1 - Activities:*

- Based upon data from the past 5 years, review a minimum of 4,500 referrals from community partners to reach the eligible number of Program participants to reach the goal.
- Utilize dedicated Intake Screeners to ensure each referral is contacted within 48 hours of referral.
- Upon intake, a case will be assigned a priority level to identify the case as low/medium complexity or high complexity:
  - Low to medium priority cases will be connected to a primary care medical home, community resources and additional public options with touchpoints at the 3-month and 6-month mark. The case will be evaluated for closure and transition at the 6-month point.
  - For high complexity cases, the case will remain open for up to 12 months and will additional touchpoints to assist with multiple community resources and public assistance applications.
- Following intake screening, each eligible client is assigned a Patient Health Advocate (PHA) who identifies the best pathway to primary care for the client, with a target of securing first primary care appointment within seven (7) business days.

- Upon closure of a case, all clients will be provided with a transition plan from JaxCareConnect to their new medical home as primary support, with clear instructions for continuing care and accessing any SDOH resources they were connected to during their enrollment period.

**Objective 2:** A minimum of 75% of clients assigned to a medical home via JaxCareConnect will display an increase in individual health literacy through the acknowledgement of the importance of a primary care physician for overall health outcomes and non-emergency care.

*Obj. 2 – Activities:*

- During intake screening, each client will be asked about where they seek care for non-emergency care and the importance of a primary care doctor. Their responses will be recorded in the SDOH section of their chart in Salesforce.
- At the end of their enrollment period with JaxCareConnect, during their transition meeting each client will be surveyed and asked the same question regarding where they seek care for non-emergency care and the importance of a primary care doctor.
- All responses will be recorded, measured, and reported.

**Objective 3:** Provide application support and guidance for 10% of individuals in private or government sponsored healthcare (200 of 2,000).

*Obj. 3 – Activities:*

- Within the first 90 days, a PHA may identify their client as a candidate for private or government sponsored healthcare options and review options with patient.
- With patient approval, the PHA will assist the client through the application process, which may include multiple pathways at one time.
- See Objective 4 for additional activities supporting successful applications.

**Objective 4:** For those provided application support for private or government-sponsored healthcare, a minimum of 30% of the total applications will result in approval.

*Obj. 4 – Activities:*

- PHA will assist patient in completing the often high-barrier applications for care, including support for obtaining required identification, financial documentation, and other materials needed.
- PHA will assist patient in preparing for any required interviews, provide transportation as needed, offer translation service as needed, and accompany patient if requested and allowed.
- PHA will follow-up with patient and plan sponsors periodically through approval or denial

## **PROGRAM COSTS/PAYMENT TERMS:**

The Program budget form is attached. JaxCareConnect continues to receive support from additional local foundations and partners, including the Riverside Hospital Foundation, Baptist Health, and the Community Foundation, and others. City support creates the public-private partnership that corporate and private foundations require for sustainability.

## **PROGRAM IMPACT & REPORTING:**

- (i) Since the Program's inception, both process and outcome measures have been used to evaluate progress toward achieving key goals and objectives. As outlined under each objective, the team employs a range of survey methods—including electronic surveys, phone outreach, and in-person meetings—to ensure outcomes are accurately measured, recorded, and used for continuous improvement.

Over the past five years, this commitment to evaluation has driven meaningful refinements to program design. For instance, while the original workplan emphasized computer-based forms and self-directed needs

assessments, the team quickly learned that trust and rapport are essential for clients to fully disclose their needs, accept referrals, and successfully establish a long-term relationship with a primary care home.

As a result, the Program has implemented a series of targeted adaptations, including evening and weekend staffing, piloting Patient Health Advocate shifts in emergency departments, deploying a National Health Corps member to complete one-year follow-up evaluations, creating a Client Advisory Council, introducing SMS (text)-based communication, and subscribing to a live medical translation line. These changes have significantly strengthened client engagement, improved outcomes, and enhanced the program's overall impact.

Looking ahead, these strategies will continue to play a central role in connecting and retaining clients in care. The initial patient assessment, which includes a measure of their understanding of primary care, will be compared to responses at the end of the enrollment period, enabling the Program to track and report changes in patient knowledge and perception over time. Updates that will further drive referrals include a strong partnership with Healthlink JAX, the increase in minimum income to 300% from 250% (State of FL change signed by the Governor in 2024, and the likelihood of reductions in Medicaid and ACA eligibility.

- (ii) In addition to connecting uninsured, under-resourced neighbors to a primary care medical home and helping remove barriers to access this care for a minimum of 2,000 new clients as described above, the JaxCareConnect team will use its proven techniques to increase health literacy for every client enrolled. During FY 24, 75% of clients reported a decrease in utilization of an emergency department during their enrollment with JaxCareConnect, and 29% demonstrated increased awareness about seeking non-emergency care with a primary care provider. The team will build on this success to attain and demonstrate proposed outcomes.
- (iii) A minimum of 4,500 neighbors will receive initial assessment support following referral, and a minimum of 2,000 will be enrolled and retained in primary care for at least one year following enrollment.

#### **ADDITIONAL GRANT REQUIREMENTS AND CONDITIONS:**

Recipient's expenditure of City funds for the Program and the provision of services shall be subject to Chapter 118, Parts 1 – 5 of the *Jacksonville Ordinance Code*, and the terms and conditions of any contract entered into between the City and Recipient. Recipient shall use the City funds for the Program in accordance with the City Council approved Term Sheet and Program budget. The City's Grant Administrator may amend this Term Sheet or the approved Program budget consistent with the Program's needs, provided that any substantial change to this Term Sheet or a budget change not within 10% of the attached Program budget line-items will require City Council approval.

## FY 2026 City Grant - Program Budget Detail

## Lead Agency:

We Care Jacksonville, Inc.

## Program Name:

JaxCareConnect

## Agency Fiscal Year:

October 1, 2025 - September 30, 2026

## BUDGET

| Categories and Line Items                                         | Prior Year                  | Current Year               | Total Est. Cost            | Agency              | All Other           | City of                      | Funding Partners                  |                                  |
|-------------------------------------------------------------------|-----------------------------|----------------------------|----------------------------|---------------------|---------------------|------------------------------|-----------------------------------|----------------------------------|
|                                                                   | Prg Funding<br>FY 2023-2024 | Prg Budget<br>FY 2024-2025 | of Program<br>FY 2025-2026 | Provided<br>Funding | Program<br>Revenues | Jacksonville<br>(City Grant) | Federal/ State &<br>Other Funding | Private<br>Foundation<br>Funding |
| <b>I. Employee Compensation</b>                                   |                             |                            |                            |                     |                     |                              |                                   |                                  |
| <b>Personnel - 01201 (list Job Title or Positions)</b>            |                             |                            |                            |                     |                     |                              |                                   |                                  |
| JCC Director                                                      | \$80,064.34                 | \$85,000.00                | \$87,550.00                | \$10,000.00         | \$0.00              | \$65,000.00                  | \$0.00                            | \$12,550.00                      |
| JCC Administrative and Marketing Specialist                       | \$47,199.28                 | \$46,350.00                | \$51,000.00                | \$0.00              | \$0.00              | \$45,000.00                  | \$0.00                            | \$6,000.00                       |
| JCC Manager, Patient Health Advocates                             | \$50,846.20                 | \$58,656.00                | \$64,929.08                | \$3,000.00          | \$0.00              | \$56,093.08                  | \$0.00                            | \$5,836.00                       |
| JCC Patient Health Advocate (4)                                   | \$43,814.58                 | \$109,720.00               | \$191,664.00               | \$45,000.00         | \$0.00              | \$102,776.00                 | \$0.00                            | \$43,888.00                      |
| JCC Intake Screener (2)                                           | \$40,484.15                 | \$65,832.00                | \$84,568.00                | \$45,000.00         | \$0.00              | \$39,568.00                  | \$0.00                            | \$0.00                           |
| JCC - Health Advocacy Navigator                                   | \$9,790.40                  | \$46,888.00                | \$46,560.12                | \$46,560.12         | \$0.00              | \$0.00                       | \$0.00                            | \$0.00                           |
| WCJ Executive Director (30% FTE)                                  | \$33,000.00                 | \$33,000.00                | \$30,000.00                | \$20,000.00         | \$0.00              | \$10,000.00                  | \$0.00                            | \$0.00                           |
| WCJ Director Business Operations (18% FTE)                        | \$7,540.00                  | \$7,540.00                 | \$12,960.00                | \$0.00              | \$0.00              | \$12,960.00                  | \$0.00                            | \$0.00                           |
| WCJ Grants & Development Manager(13% FTE)                         | \$9,792.00                  | \$9,792.00                 | \$8,450.00                 | \$0.00              | \$0.00              | \$8,450.00                   | \$0.00                            | \$0.00                           |
|                                                                   | \$0.00                      | \$0.00                     | \$0.00                     | \$0.00              | \$0.00              | \$0.00                       | \$0.00                            | \$0.00                           |
| <b>Subtotal Employee Compensation</b>                             | <b>\$322,530.95</b>         | <b>\$462,778.00</b>        | <b>\$577,681.20</b>        | <b>\$168,560.12</b> | <b>\$0.00</b>       | <b>\$339,847.08</b>          | <b>\$0.00</b>                     | <b>\$68,274.00</b>               |
| <b>Fringe Benefits</b>                                            |                             |                            |                            |                     |                     |                              |                                   |                                  |
| Payroll Taxes - FICA & Med Tax - 02101                            | \$21,009.47                 | \$25,193.00                | \$52,693.76                | \$27,801.50         | \$0.00              | \$12,446.26                  | \$0.00                            | \$12,446.00                      |
| Health Insurance - 02304                                          | \$34,442.73                 | \$52,158.90                | \$150,212.83               | \$22,678.05         | \$0.00              | \$55,725.66                  | \$0.00                            | \$71,809.12                      |
| Retirement - 02201                                                | \$0.00                      | \$0.00                     | \$0.00                     | \$0.00              | \$0.00              | \$0.00                       | \$0.00                            | \$0.00                           |
| Dental - 02301                                                    | \$0.00                      | \$0.00                     | \$0.00                     | \$0.00              | \$0.00              | \$0.00                       | \$0.00                            | \$0.00                           |
| Life Insurance - 02303                                            | \$0.00                      | \$0.00                     | \$0.00                     | \$0.00              | \$0.00              | \$0.00                       | \$0.00                            | \$0.00                           |
| Workers Compensation - 02401                                      | \$1,697.00                  | \$1,697.00                 | \$3,394.00                 | \$0.00              | \$0.00              | \$2,545.50                   | \$0.00                            | \$848.50                         |
| Unemployment Taxes - 02501                                        | \$0.00                      | \$0.00                     | \$653.48                   | \$0.00              | \$0.00              | \$0.00                       | \$0.00                            | \$653.48                         |
| Other Benefits - Payroll Processing Fees                          | \$9,005.95                  | \$11,000.00                | \$20,800.00                | \$14,400.00         | \$0.00              | \$0.00                       | \$0.00                            | \$6,400.00                       |
| <b>Subtotal Taxes and Benefits</b>                                | <b>\$66,155.15</b>          | <b>\$90,048.90</b>         | <b>\$227,754.07</b>        | <b>\$64,879.55</b>  | <b>\$0.00</b>       | <b>\$70,717.42</b>           | <b>\$0.00</b>                     | <b>\$92,157.10</b>               |
| <b>Total Employee Compensation</b>                                | <b>\$388,686.10</b>         | <b>\$552,826.90</b>        | <b>\$805,435.27</b>        | <b>\$234,439.67</b> | <b>\$0.00</b>       | <b>\$410,564.50</b>          | <b>\$0.00</b>                     | <b>\$160,431.10</b>              |
| <b>II. Operating Expenses</b>                                     |                             |                            |                            |                     |                     |                              |                                   |                                  |
| <b>Occupancy Expenses</b>                                         |                             |                            |                            |                     |                     |                              |                                   |                                  |
| Rent - Occupancy-04408                                            | \$12,000.00                 | \$12,000.00                | \$13,699.90                | \$2,235.00          | \$0.00              | \$9,765.00                   | \$0.00                            | \$1,699.90                       |
| Telephone, Internet & Cellular Allowance 04181                    | \$9,502.04                  | \$8,400.00                 | \$17,600.00                | \$0.00              | \$0.00              | \$13,200.00                  | \$0.00                            | \$4,400.00                       |
| Utilities - 04301                                                 | \$0.00                      | \$0.00                     | \$0.00                     | \$0.00              | \$0.00              | \$0.00                       | \$0.00                            | \$0.00                           |
| Maintenance and Repairs - 04603                                   | \$0.00                      | \$0.00                     | \$0.00                     | \$0.00              | \$0.00              | \$0.00                       | \$0.00                            | \$0.00                           |
| Insurance Property & General Liability - 04502                    | \$4,400.00                  | \$4,400.00                 | \$12,800.00                | \$0.00              | \$0.00              | \$8,600.00                   | \$0.00                            | \$4,200.00                       |
| Other - Technology Services                                       | \$23,182.30                 | \$21,730.80                | \$37,528.00                | \$0.00              | \$0.00              | \$30,704.00                  | \$0.00                            | \$6,824.00                       |
| <b>Office Expenses</b>                                            |                             |                            |                            |                     |                     |                              |                                   |                                  |
| Office and Other Supplies - 05101                                 | \$2,024.95                  | \$2,202.66                 | \$3,002.00                 | \$1,251.00          | \$0.00              | \$1,251.00                   | \$0.00                            | \$500.00                         |
| Postage & Printing - 04101                                        | \$152.09                    | \$352.28                   | \$1,525.00                 | \$0.00              | \$0.00              | \$525.00                     | \$0.00                            | \$1,000.00                       |
| Marketing & Outreach Supplies                                     | \$1,023.00                  | \$2,845.00                 | \$7,250.00                 | \$0.00              | \$0.00              | \$3,750.00                   | \$0.00                            | \$3,500.00                       |
| Printing and Advertising - 04801                                  | \$0.00                      | \$0.00                     | \$8,150.00                 | \$3,200.00          | \$0.00              | \$3,200.00                   | \$0.00                            | \$1,750.00                       |
| Staff Training - 05401                                            | \$217.95                    | \$174.76                   | \$3,000.00                 | \$2,000.00          | \$0.00              | \$0.00                       | \$0.00                            | \$1,000.00                       |
| Professional Fees & Services (not audit) - 03410-Tech Support/Con | \$2,700.00                  | \$0.00                     | \$7,755.00                 | \$0.00              | \$0.00              | \$4,005.00                   | \$0.00                            | \$3,750.00                       |
| Bus & Strategic Planning                                          | \$4,050.00                  | \$0.00                     | \$6,000.00                 | \$0.00              | \$0.00              | \$0.00                       | \$0.00                            | \$6,000.00                       |
| Accounting & Audit                                                | \$3,545.50                  | \$3,075.00                 | \$6,500.00                 | \$0.00              | \$0.00              | \$0.00                       | \$0.00                            | \$6,500.00                       |
| Background Screening - 04938                                      | \$0.00                      | \$0.00                     | \$1,000.00                 | \$0.00              | \$0.00              | \$750.00                     | \$0.00                            | \$250.00                         |
| Other - Equipment under \$1,000 - 06403                           | \$2,322.25                  | \$1,629.36                 | \$4,772.50                 | \$0.00              | \$0.00              | \$1,072.50                   | \$0.00                            | \$3,700.00                       |
| Other - Program Evaluation & Patient Education                    | \$7,500.00                  | \$1,200.00                 | \$23,000.00                | \$20,000.00         | \$0.00              | \$0.00                       | \$0.00                            | \$3,000.00                       |
| <b>Travel Expenses</b>                                            |                             |                            |                            |                     |                     |                              |                                   |                                  |
| Local Mileage - 04021                                             | \$907.56                    | \$1,062.20                 | \$7,000.00                 | \$2,000.00          | \$0.00              | \$0.00                       | \$0.00                            | \$5,000.00                       |
| <b>Equipment Expenses</b>                                         |                             |                            |                            |                     |                     |                              |                                   |                                  |
| Rental & Leases - Equipment - 04402                               | \$1,488.00                  | \$1,488.00                 | \$1,488.00                 | \$0.00              | \$0.00              | \$1,488.00                   | \$0.00                            | \$0.00                           |
| Vehicle Fuel and Maintenance - 04216                              | \$0.00                      | \$0.00                     | \$0.00                     | \$0.00              | \$0.00              | \$0.00                       | \$0.00                            | \$0.00                           |
| Vehicle Insurance - 04502                                         | \$0.00                      | \$0.00                     | \$0.00                     | \$0.00              | \$0.00              | \$0.00                       | \$0.00                            | \$0.00                           |
| Other - (Please describe)                                         | \$0.00                      | \$0.00                     | \$0.00                     | \$0.00              | \$0.00              | \$0.00                       | \$0.00                            | \$0.00                           |
| <b>Direct Client Expenses - 08301</b>                             |                             |                            |                            |                     |                     |                              |                                   |                                  |
| Client Medical                                                    | \$42.45                     | \$42.45                    | \$1,000.00                 | \$0.00              | \$0.00              | \$750.00                     | \$0.00                            | \$250.00                         |
| Client Educational                                                | \$125.00                    | \$125.00                   | \$1,000.00                 | \$0.00              | \$0.00              | \$750.00                     | \$0.00                            | \$250.00                         |
| Client Other (Please describe): SMS Communications                | \$3,963.57                  | \$0.00                     | \$11,200.00                | \$3,600.00          | \$0.00              | \$3,600.00                   | \$0.00                            | \$4,000.00                       |
| Client Other (Please describe): Medical Translation Service       | \$6,359.00                  | \$0.00                     | \$10,650.00                | \$3,825.00          | \$0.00              | \$3,825.00                   | \$0.00                            | \$3,000.00                       |
| Client Other (Please describe): Transportation                    | \$2,025.17                  | \$0.00                     | \$6,400.00                 | \$2,000.00          | \$0.00              | \$2,200.00                   | \$0.00                            | \$2,200.00                       |
| <b>Total Operating Expenses</b>                                   | <b>\$87,530.83</b>          | <b>\$60,560.06</b>         | <b>\$192,320.40</b>        | <b>\$30,686.00</b>  | <b>\$0.00</b>       | <b>\$89,435.50</b>           | <b>\$0.00</b>                     | <b>\$62,773.90</b>               |
| <b>III. Operating Capital Outlay (OVER \$1,000)</b>               |                             |                            |                            |                     |                     |                              |                                   |                                  |
| Machinery & Equipment - 06402                                     | \$0.00                      | \$0.00                     | \$0.00                     | \$0.00              | \$0.00              | \$0.00                       | \$0.00                            | \$0.00                           |
| Computers & Software - 06427                                      | \$0.00                      | \$0.00                     | \$4,687.50                 | \$4,687.50          | \$0.00              | \$0.00                       | \$0.00                            | \$0.00                           |
| Other - (Please describe)                                         | \$0.00                      | \$0.00                     | \$0.00                     | \$0.00              | \$0.00              | \$0.00                       | \$0.00                            | \$0.00                           |
| <b>Total Capital Outlay</b>                                       | <b>\$0.00</b>               | <b>\$0.00</b>              | <b>\$4,687.50</b>          | <b>\$4,687.50</b>   | <b>\$0.00</b>       | <b>\$0.00</b>                | <b>\$0.00</b>                     | <b>\$0.00</b>                    |
| <b>Direct Expenses Total</b>                                      | <b>\$476,216.93</b>         | <b>\$613,386.96</b>        | <b>\$1,002,443.17</b>      | <b>\$269,813.17</b> | <b>\$0.00</b>       | <b>\$500,000.00</b>          | <b>\$0.00</b>                     | <b>\$223,205.00</b>              |
| <b>Percent of Budget</b>                                          | <b>-</b>                    | <b>-</b>                   | <b>100.0%</b>              | <b>26.9%</b>        | <b>0.0%</b>         | <b>49.9%</b>                 | <b>0.0%</b>                       | <b>22.3%</b>                     |

Last Modified: 03/16/2023

All City Grant Items listed must be included in the narrative section of the budget.

**Budget Narrative for Selected Items of Cost**  
**FY 2024 City Grant Application**  
**Program Budget Narrative (Max. 2 Pages)**  
**Proposed Funding Period: March 1, 2024 thru February 28, 2025**  
**COJ Funding Only**

**Agency: We Care Jacksonville, Inc.**

**Program Name: JaxCareConnect**

**EXPENSES:** Please provide narrative description for all categories listed below for which you are seeking **City Funding Only**.

We have included those required elements in the spaces below. See instructions when listing personnel expenses.

Please feel free to add additional lines as necessary to provide explanations using the line insert feature.

**I. Employee Compensation** - (not related to costs of the office of the governor of a state or the chief executive of a political subdivision)

**Salary & Wages**

**Salary & Wages**

|                                            |                           |       |      |    |            |
|--------------------------------------------|---------------------------|-------|------|----|------------|
| Director of JaxCareConnect                 | 1 FTE (40 hours/wk)       | ##### | 0.74 | \$ | 65,000.00  |
| Administrative & Marketing Specialist      | 1 FTE (40 hours/wk)       | ##### | 0.88 | \$ | 45,000.00  |
| Manager Patient Health Advocate            | 1 FTE (40 hours/wk)       | ##### | 0.86 | \$ | 56,093.08  |
| Patient Health Advocate (4 Positions)      | 2 PTE (Variable hours/wk) | ##### | 0.54 | \$ | 102,776.00 |
| Intake Screener (2 Positions)              | 2 PTE (Variable hours/wk) | ##### | 0.47 | \$ | 39,568.00  |
| WCJ Executive Director (8.77 % FTE)        | .12 FTE (4.8 hours/wk)    | ##### | 0.09 | \$ | 10,000.00  |
| WCJ Director Business Operations (18% FTE) | .12 FTE (4.8 hours/wk)    | ##### | 0.18 | \$ | 12,960.00  |
| WCJ Grants & Development Manager(13% FTE)  | .12 FTE (4.8 hours/wk)    | ##### | 0.13 | \$ | 8,450.00   |

| <b>Payroll Taxes &amp; Benefits</b>    | <b>Effective Tax Rate</b>                                                                                     | <b>Total COJ Salary Request</b> | <b>COJ Amount Requested</b> |
|----------------------------------------|---------------------------------------------------------------------------------------------------------------|---------------------------------|-----------------------------|
| Payroll Taxes - FICA & Med Tax - 02101 | 0.0839                                                                                                        | \$ 339,847.08                   | \$ 12,446.26                |
| Health Insurance                       | 85% of Full Time Employee Health Insurance Premium plus Proportional Expense for back-office employee support |                                 | \$ 55,725.66                |
| Workers Compensation                   | Proportional to Employee Allocation                                                                           |                                 | \$ 2,545.50                 |

**II. Operating Expenses**

**Occupancy Expenses**

|                                                |                                                                                                                                      |  |    |           |
|------------------------------------------------|--------------------------------------------------------------------------------------------------------------------------------------|--|----|-----------|
| Rent - Occupancy -04408                        | Office Suite includes utilities, maintenance                                                                                         |  | \$ | 9,765.00  |
| Telephone & Cellular Allowance 04181           | Monthly Expense: Mobile allowance for remote / offsite work; GoTo VOIP Phone Access & App; Comcast Internet                          |  | \$ | 13,200.00 |
| Insurance Property & General Liability - 04502 | Coverage for office & local travel                                                                                                   |  | \$ | 8,600.00  |
| Other-Technology Services                      | Website Design/Maintenance ; Office 360 subscription ; Database - Salesforce licenses & support ; Server Update/Repair/Maintenance ) |  | \$ | 30,704.00 |

**Office Expenses**

|                                                                          |                                                                                                                                     |  |    |          |
|--------------------------------------------------------------------------|-------------------------------------------------------------------------------------------------------------------------------------|--|----|----------|
| Office and Other Supplies - 05101                                        | General Supplies                                                                                                                    |  | \$ | 1,251.00 |
| Postage & Printing - 04101                                               | Patient letters                                                                                                                     |  | \$ | 525.00   |
| Marketing & Outreach                                                     | Event supplies                                                                                                                      |  | \$ | 3,750.00 |
| Printing and Advertising - 04801                                         | Patient brochures, business cards, flyers                                                                                           |  | \$ | 3,200.00 |
| Staff Training - 05401                                                   | Training that helps employees enhance their skills, knowledge, and overall career growth                                            |  | \$ | -        |
| Professional Fees & Services (not audit) - 03410-Tech Support/Consultant | Monthly service plan - IT contracted support for seven workstations:                                                                |  | \$ | 4,005.00 |
| Background Screening - 04938                                             | New Hire background screen plus ed verification                                                                                     |  | \$ | 750.00   |
| Other - Equipment under \$1,000 - 06403                                  | Laptops Repair / replace                                                                                                            |  | \$ | 1,072.50 |
| <b>Equipment Expenses</b>                                                |                                                                                                                                     |  |    |          |
| Rental & Leases - Equipment - 04402                                      | Copier Lease                                                                                                                        |  | \$ | 1,488.00 |
| <b>Direct Client Expenses - 08301</b>                                    |                                                                                                                                     |  |    |          |
| Client Medical                                                           | Reimbursement for out of pocket prescription costs while awaiting primary care placement                                            |  | \$ | 750.00   |
| Client Educational                                                       | Incentives to participate: Inreach patient education events, Client Advisory Council Meetings                                       |  | \$ | 750.00   |
| Client Other (Please describe): SMS Communications                       | Annual Expense - Mogli SMS (Text) Patient Communication Platform (HIPAA-secure, messages stored within client database)             |  | \$ | 3,600.00 |
| Client Other (Please describe): Medical Translation Service              | Annual Expense - Jeenie On-Demand Medical Translation Service (HIPAA-secure, live video translation in 180 languages)               |  | \$ | 3,825.00 |
| Client Other (Please describe): Transportation                           | Annual Expense - Appointment Transportation: Medical Lyft; Jax Care Specialty Transportation (for those in wheelchair or stretcher) |  | \$ | 2,200.00 |

**AGAPE COMMUNITY HEALTH CENTER, INC. – Interpretive Services Program**

**FY 2023-2024 City Grant Proposal Term Sheet**

---

**Grant Recipient:** Agape Community Health Center, Inc., a Florida not for profit corporation (“Recipient”)

**Program Name:** Interpretive Services Program (the “Program”)

**City Funding Requests:** \$166,666.66

**Contract/Grant Term:** October 1, 2025 – September 30, 2026

**Any substantial change to this FY 2025-2026 City Grant Proposal Term Sheet (the “Term Sheet”) or a budget change not within 10% of the attached Program budget line-items will require City Council approval.**

**PROGRAM OVERVIEW:**

Agape’s integrated and accessible primary and behavioral health care services program serves Duval County residents. The Program is open to all vulnerable (uninsured or under insured) patients of varying demographics leading to challenges overcoming language barriers. The Program’s goals and objectives are health prevention and promotion. The Program will assist county residents by providing interpretive services, which will open the door to: (1) providing services to income eligible patients without regard to the ability to pay, (2) providing universal screening, standardized assessments, case management, brief psychotherapy, social services linkages, joint care planning, frequent healthcare team plan of care consultations, patient health outcomes monitoring, and point of service/care health education, (3) providing coordinated, co-located, and integrated behavioral health and primary care services using a single, electronic health record plan of care.

**PROGRAM SCOPE OF WORK AND DELIVERABLES:**

The provision of interpretative services will help to remove the language barrier across our four locations for all services provided by Agape.

**PROGRAM COSTS/PAYMENT TERMS:**

The cost of these services ranges between \$15K - \$20K per month.

**PROGRAM IMPACT & REPORTING:**

The Program’s goal is to remove the language barrier that prevents the patient from getting the quality healthcare services they deserve.

**ADDITIONAL GRANT REQUIREMENTS AND CONDITIONS:**

Recipient’s expenditure of City funds for the Program and the provision of services shall be subject to Chapter 118, Parts 1 – 5 of the *Jacksonville Ordinance Code*, and the terms and conditions of any contract entered between the City and Recipient. Recipient shall use the City funds for the Program in accordance with the City Council approved Term Sheet and Program budget. The City’s Grant Administrator may amend this Term Sheet and the approved Program budget consistent with the Program’s needs, provided that any substantial change to this Term Sheet or the approved Program budget will require City Council approval.

**FY 2026 City Grant - Complete Program Budget Detail**

**Lead Agency:**  
**Agape Community Health Center, Inc.**  
**Program Name:**  
**Interpretative Services**

**Agency Fiscal Year:** Jan 1 - Dec 31

| Categories and Line Items                                | BUDGET                                    |                                            |                                               |                               |                                  |                                         |                                                       |                                  |
|----------------------------------------------------------|-------------------------------------------|--------------------------------------------|-----------------------------------------------|-------------------------------|----------------------------------|-----------------------------------------|-------------------------------------------------------|----------------------------------|
|                                                          | Prior Year<br>Prg Funding<br>FY 2023-2024 | Current Year<br>Prg Budget<br>FY 2024-2025 | Total Est. Cost<br>of Program<br>FY 2025-2026 | Agency<br>Provided<br>Funding | All Other<br>Program<br>Revenues | City of<br>Jacksonville<br>(City Grant) | Funding Partners<br>Federal/ State &<br>Other Funding | Private<br>Foundation<br>Funding |
| <b>I. Employee Compensation</b>                          |                                           |                                            |                                               |                               |                                  |                                         |                                                       |                                  |
| Personnel - 01201 (list Job Title or Positions no names) |                                           |                                            |                                               |                               |                                  |                                         |                                                       |                                  |
| 1                                                        | \$0.00                                    | \$0.00                                     | \$0.00                                        | \$0.00                        | \$0.00                           | \$0.00                                  | \$0.00                                                | \$0.00                           |
| 2                                                        | \$0.00                                    | \$0.00                                     | \$0.00                                        | \$0.00                        | \$0.00                           | \$0.00                                  | \$0.00                                                | \$0.00                           |
| <b>Subtotal Employee Compensation</b>                    | <b>\$0.00</b>                             | <b>\$0.00</b>                              | <b>\$0.00</b>                                 | <b>\$0.00</b>                 | <b>\$0.00</b>                    | <b>\$0.00</b>                           | <b>\$0.00</b>                                         | <b>\$0.00</b>                    |
| <b>Fringe Benefits</b>                                   |                                           |                                            |                                               |                               |                                  |                                         |                                                       |                                  |
| Payroll Taxes - FICA & Med Tax - 02101                   | \$0.00                                    | \$0.00                                     | \$0.00                                        | \$0.00                        | \$0.00                           | \$0.00                                  | \$0.00                                                | \$0.00                           |
| Health Insurance - 02304                                 | \$0.00                                    | \$0.00                                     | \$0.00                                        | \$0.00                        | \$0.00                           | \$0.00                                  | \$0.00                                                | \$0.00                           |
| Retirement - 02201                                       | \$0.00                                    | \$0.00                                     | \$0.00                                        | \$0.00                        | \$0.00                           | \$0.00                                  | \$0.00                                                | \$0.00                           |
| Dental - 02301                                           | \$0.00                                    | \$0.00                                     | \$0.00                                        | \$0.00                        | \$0.00                           | \$0.00                                  | \$0.00                                                | \$0.00                           |
| Life Insurance - 02303                                   | \$0.00                                    | \$0.00                                     | \$0.00                                        | \$0.00                        | \$0.00                           | \$0.00                                  | \$0.00                                                | \$0.00                           |
| Workers Compensation - 02401                             | \$0.00                                    | \$0.00                                     | \$0.00                                        | \$0.00                        | \$0.00                           | \$0.00                                  | \$0.00                                                | \$0.00                           |
| Unemployment Taxes - 02501                               | \$0.00                                    | \$0.00                                     | \$0.00                                        | \$0.00                        | \$0.00                           | \$0.00                                  | \$0.00                                                | \$0.00                           |
| Other Benefits - (Please describe)                       | \$0.00                                    | \$0.00                                     | \$0.00                                        | \$0.00                        | \$0.00                           | \$0.00                                  | \$0.00                                                | \$0.00                           |
| <b>Subtotal Taxes and Benefits</b>                       | <b>\$0.00</b>                             | <b>\$0.00</b>                              | <b>\$0.00</b>                                 | <b>\$0.00</b>                 | <b>\$0.00</b>                    | <b>\$0.00</b>                           | <b>\$0.00</b>                                         | <b>\$0.00</b>                    |
| <b>Total Employee Compensation</b>                       | <b>\$0.00</b>                             | <b>\$0.00</b>                              | <b>\$0.00</b>                                 | <b>\$0.00</b>                 | <b>\$0.00</b>                    | <b>\$0.00</b>                           | <b>\$0.00</b>                                         | <b>\$0.00</b>                    |
| <b>II. Operating Expenses</b>                            |                                           |                                            |                                               |                               |                                  |                                         |                                                       |                                  |
| <b>Occupancy Expenses</b>                                |                                           |                                            |                                               |                               |                                  |                                         |                                                       |                                  |
| Rent - Occupancy -04408                                  | \$0.00                                    | \$0.00                                     | \$0.00                                        | \$0.00                        | \$0.00                           | \$0.00                                  | \$0.00                                                | \$0.00                           |
| Telephone - 04181                                        | \$0.00                                    | \$0.00                                     | \$0.00                                        | \$0.00                        | \$0.00                           | \$0.00                                  | \$0.00                                                | \$0.00                           |
| Utilities - 04301                                        | \$0.00                                    | \$0.00                                     | \$0.00                                        | \$0.00                        | \$0.00                           | \$0.00                                  | \$0.00                                                | \$0.00                           |
| Maintenance and Repairs - 04603                          | \$0.00                                    | \$0.00                                     | \$0.00                                        | \$0.00                        | \$0.00                           | \$0.00                                  | \$0.00                                                | \$0.00                           |
| Insurance Property & General Liability - 04502           | \$0.00                                    | \$0.00                                     | \$0.00                                        | \$0.00                        | \$0.00                           | \$0.00                                  | \$0.00                                                | \$0.00                           |
| Other - (Please describe)                                | \$0.00                                    | \$0.00                                     | \$0.00                                        | \$0.00                        | \$0.00                           | \$0.00                                  | \$0.00                                                | \$0.00                           |
| <b>Office Expenses</b>                                   |                                           |                                            |                                               |                               |                                  |                                         |                                                       |                                  |
| Office and Other Supplies - 05101                        | \$0.00                                    | \$0.00                                     | \$0.00                                        | \$0.00                        | \$0.00                           | \$0.00                                  | \$0.00                                                | \$0.00                           |
| Postage - 04101                                          | \$0.00                                    | \$0.00                                     | \$0.00                                        | \$0.00                        | \$0.00                           | \$0.00                                  | \$0.00                                                | \$0.00                           |
| Printing and Advertising - 04801                         | \$0.00                                    | \$0.00                                     | \$0.00                                        | \$0.00                        | \$0.00                           | \$0.00                                  | \$0.00                                                | \$0.00                           |
| Publications - 05216                                     | \$0.00                                    | \$0.00                                     | \$0.00                                        | \$0.00                        | \$0.00                           | \$0.00                                  | \$0.00                                                | \$0.00                           |
| Staff Training - 05401                                   | \$0.00                                    | \$0.00                                     | \$0.00                                        | \$0.00                        | \$0.00                           | \$0.00                                  | \$0.00                                                | \$0.00                           |
| Directors & Officers - Insurance - 04501                 | \$0.00                                    | \$0.00                                     | \$0.00                                        | \$0.00                        | \$0.00                           | \$0.00                                  | \$0.00                                                | \$0.00                           |
| Professional Fees & Services (not audit) - 03410         | \$166,666.66                              | \$166,666.66                               | \$166,666.66                                  | \$0.00                        | \$0.00                           | \$166,666.66                            | \$0.00                                                | \$0.00                           |
| Background Screening - 04938                             | \$0.00                                    | \$0.00                                     | \$0.00                                        | \$0.00                        | \$0.00                           | \$0.00                                  | \$0.00                                                | \$0.00                           |
| Other - Equipment under \$1,000 - 06403                  | \$0.00                                    | \$0.00                                     | \$0.00                                        | \$0.00                        | \$0.00                           | \$0.00                                  | \$0.00                                                | \$0.00                           |
| Other - (Please describe)                                | \$0.00                                    | \$0.00                                     | \$0.00                                        | \$0.00                        | \$0.00                           | \$0.00                                  | \$0.00                                                | \$0.00                           |
| <b>Travel Expenses</b>                                   |                                           |                                            |                                               |                               |                                  |                                         |                                                       |                                  |
| Local Mileage - 04021                                    | \$0.00                                    | \$0.00                                     | \$0.00                                        | \$0.00                        | \$0.00                           | \$0.00                                  | \$0.00                                                | \$0.00                           |
| Parking & Tools - 04028                                  | \$0.00                                    | \$0.00                                     | \$0.00                                        | \$0.00                        | \$0.00                           | \$0.00                                  | \$0.00                                                | \$0.00                           |
| <b>Equipment Expenses</b>                                |                                           |                                            |                                               |                               |                                  |                                         |                                                       |                                  |
| Rental & Leases - Equipment - 04402                      | \$0.00                                    | \$0.00                                     | \$0.00                                        | \$0.00                        | \$0.00                           | \$0.00                                  | \$0.00                                                | \$0.00                           |
| Vehicle Fuel and Maintenance - 04216                     | \$0.00                                    | \$0.00                                     | \$0.00                                        | \$0.00                        | \$0.00                           | \$0.00                                  | \$0.00                                                | \$0.00                           |
| Vehicle Insurance -04502                                 | \$0.00                                    | \$0.00                                     | \$0.00                                        | \$0.00                        | \$0.00                           | \$0.00                                  | \$0.00                                                | \$0.00                           |
| Other - (Please describe)                                | \$0.00                                    | \$0.00                                     | \$0.00                                        | \$0.00                        | \$0.00                           | \$0.00                                  | \$0.00                                                | \$0.00                           |
| <b>Direct Client Expenses - 08301</b>                    |                                           |                                            |                                               |                               |                                  |                                         |                                                       |                                  |
| Client Rent                                              | \$0.00                                    | \$0.00                                     | \$0.00                                        | \$0.00                        | \$0.00                           | \$0.00                                  | \$0.00                                                | \$0.00                           |
| Client Utilities                                         | \$0.00                                    | \$0.00                                     | \$0.00                                        | \$0.00                        | \$0.00                           | \$0.00                                  | \$0.00                                                | \$0.00                           |
| Client Food                                              | \$0.00                                    | \$0.00                                     | \$0.00                                        | \$0.00                        | \$0.00                           | \$0.00                                  | \$0.00                                                | \$0.00                           |
| Client Medical                                           | \$0.00                                    | \$0.00                                     | \$0.00                                        | \$0.00                        | \$0.00                           | \$0.00                                  | \$0.00                                                | \$0.00                           |
| Client Educational                                       | \$0.00                                    | \$0.00                                     | \$0.00                                        | \$0.00                        | \$0.00                           | \$0.00                                  | \$0.00                                                | \$0.00                           |
| Client Personal                                          | \$0.00                                    | \$0.00                                     | \$0.00                                        | \$0.00                        | \$0.00                           | \$0.00                                  | \$0.00                                                | \$0.00                           |
| Client Other (Please describe)                           | \$0.00                                    | \$0.00                                     | \$0.00                                        | \$0.00                        | \$0.00                           | \$0.00                                  | \$0.00                                                | \$0.00                           |
| Client Other (Please describe)                           | \$0.00                                    | \$0.00                                     | \$0.00                                        | \$0.00                        | \$0.00                           | \$0.00                                  | \$0.00                                                | \$0.00                           |
| <b>Total Operating Expenses</b>                          | <b>\$166,666.66</b>                       | <b>\$166,666.66</b>                        | <b>\$166,666.66</b>                           | <b>\$0.00</b>                 | <b>\$0.00</b>                    | <b>\$166,666.66</b>                     | <b>\$0.00</b>                                         | <b>\$0.00</b>                    |
| <b>III. Operating Capital Outlay (OVER \$1,000)</b>      |                                           |                                            |                                               |                               |                                  |                                         |                                                       |                                  |
| Machinery & Equipment - 06402                            | \$0.00                                    | \$0.00                                     | \$0.00                                        | \$0.00                        | \$0.00                           | \$0.00                                  | \$0.00                                                | \$0.00                           |
| Computers & Software - 06427                             | \$0.00                                    | \$0.00                                     | \$0.00                                        | \$0.00                        | \$0.00                           | \$0.00                                  | \$0.00                                                | \$0.00                           |
| Other - (Please describe)                                | \$0.00                                    | \$0.00                                     | \$0.00                                        | \$0.00                        | \$0.00                           | \$0.00                                  | \$0.00                                                | \$0.00                           |
| <b>Total Capital Outlay</b>                              | <b>\$0.00</b>                             | <b>\$0.00</b>                              | <b>\$0.00</b>                                 | <b>\$0.00</b>                 | <b>\$0.00</b>                    | <b>\$0.00</b>                           | <b>\$0.00</b>                                         | <b>\$0.00</b>                    |
| <b>Direct Expenses Total</b>                             | <b>\$166,666.66</b>                       | <b>\$166,666.66</b>                        | <b>\$166,666.66</b>                           | <b>\$0.00</b>                 | <b>\$0.00</b>                    | <b>\$166,666.66</b>                     | <b>\$0.00</b>                                         | <b>\$0.00</b>                    |
| <b>Percent of Budget</b>                                 | <b>100.0%</b>                             | <b>100.0%</b>                              | <b>100.0%</b>                                 | <b>0.0%</b>                   | <b>0.0%</b>                      | <b>100.0%</b>                           | <b>0.0%</b>                                           | <b>0.0%</b>                      |

Last Modified: 07/01/2025

All City Grant items listed must be included in the narrative section of the budget.

**Budget Narrative for Selected Items of Cost**  
**FY 2026 City Grant Application**  
**Program Budget Narrative (Max. 2 Pages)**  
**Proposed Funding Period: FY 2025-2026**  
**COJ Funding Only**

**Agency:** Agape Community Health Center, Inc. **Program Name:** Interpretative Services

**EXPENSES:** Please provide narrative description for all categories listed below for which you are seeking **City Funding Only**.

We have included those required elements in the spaces below. See instructions when listing personnel expenses.

Please feel free to add additional lines as necessary to provide explanations using the line insert feature.

**I. Employee Compensation** - (not related to costs of the office of the governor of a state or the chief executive of a political subdivision)

|                |    |   |
|----------------|----|---|
| Salary & Wages | \$ | - |
|----------------|----|---|

|                          |    |   |
|--------------------------|----|---|
| Payroll Taxes & Benefits | \$ | - |
|--------------------------|----|---|

**II. Operating Expenses**

|                    |    |   |
|--------------------|----|---|
| Occupancy Expenses | \$ | - |
|--------------------|----|---|

|                         |    |            |
|-------------------------|----|------------|
| Office Expenses         | \$ | -          |
| Interpretative Services | \$ | 166,666.66 |

|                                                         |    |   |
|---------------------------------------------------------|----|---|
| Travel Expenses - not related to entertainment expenses | \$ | - |
|---------------------------------------------------------|----|---|

|                    |    |   |
|--------------------|----|---|
| Equipment Expenses | \$ | - |
|--------------------|----|---|

|                        |    |   |
|------------------------|----|---|
| Direct Client Expenses | \$ | - |
|------------------------|----|---|

**III. Operating Capital Outlay:**

**WESTJAX OUTREACH, INC. D/B/A COMMUNITY HEALTH OUTREACH –**

**Duval County Safety Net Collaboration (JaxCareConnect)**

**FY 2025-2026 City Grant Proposal Term Sheet**

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**Grant Recipient:** WestJax Outreach, Inc. d/b/a Community Health Outreach (“CHO” or “Recipient”)

**Program Name:** Duval County Safety Net Collaboration (in partnership with JaxCareConnect) (the “Program”)

**City Funding Request:** \$166,666.67

**Contract/Grant Term:** October 1, 2025 – September 30, 2026

**Any substantial change to this FY 2025-2026 City Grant Proposal Term Sheet (the “Term Sheet”) or a budget change not within 10% of the attached Program budget line-items will require City Council approval.**

**PROGRAM OVERVIEW:**

CHO operates in West Jacksonville within the 32210 zip code, which has a three-year reduced life expectancy compared to the overall city of Jacksonville, according to the Robert Wood Johnson Foundation. CHO understands that an individual's living environment can significantly influence their opportunities for a long and healthy life. This is often due to factors such as access to stable housing, quality education, good employment, food availability, and affordable healthcare.

Since its establishment in 1988 through St. Peter’s Episcopal Church as a clothing closet, CHO has evolved into an independent entity that directly addresses these pressing needs. CHO’s Healing Hands Medical & Dental Clinic serves uninsured individuals and those living at or below 200% of the federal poverty level. Additionally, The Baby Luv Center and The Lord’s Pantry offer vital support to Jacksonville’s most vulnerable residents. With the partnership of JaxCareConnect, CHO is able to fulfill the healthcare needs of thousands of uninsured adults in Duval County by providing them with a primary care medical home. JaxCareConnect is well-positioned to promote CHO and other network organizations, as it understands both the offerings of the clinics and the needs of patients.

Our programs and services aim to prevent unnecessary emergency room visits, strengthen families, improve quality of life, and provide economic stability for those who cannot afford services elsewhere. Collaborating with partners such as HealthLink Jax enables CHO to direct individuals to assistance after hours and during holidays.

Over the past year, CHO has seen a significant increase in demand for services across all three programs. Currently, CHO serves 150 medical and dental patients each month, reflecting a 66% increase from the 2024-2025 fiscal year. As the only completely free brick-and-mortar dental facility in Jacksonville, CHO has experienced a notable increase in its waitlist, which now exceeds 1,400 individuals. The healthcare programs include primary care (chronic disease management and well-woman care), wellness services (nutrition and smoking cessation), and essential dental care (exams, X-rays, cleanings, fillings, extractions, some root canals, and limited denture cases through an external partnership). Thanks to our partnership with WeCare Jacksonville, specialty care, diagnostics, and lab services are also provided for our patients.

In addition to the medical and dental clinic, CHO supplies infant care items (diapers, hygienic wipes, and formula) weekly to approximately 50-75 mothers with infants and children up to four years old through The Baby Luv Center. In 2024, CHO distributed 1,243 cans of formula, 37,290 diapers, and over 1,200 packs of baby wipes to

families at no cost. To enhance food access for community members, mothers can now visit The Lord's Pantry on the CHO campus to "shop" for nutritious food options for their families after visiting The Baby Luv Center. This service is also made available to Duval County seniors and military veterans once a week during a designated time to accommodate their needs. In 2004, over 198,000 pounds of food and hope were distributed.

The funding request is aimed at covering programmatic expenses for the fiscal year 2025-2026. The attached complete and itemized Program budget and narrative details how the funding will be utilized.

## **PROGRAM SCOPE OF WORK AND DELIVERABLES:**

### **Goal 1:**

During the 2025-2026 fiscal year, we will increase access to care for our medical and dental patients by 25% (187) per month. In 2024-2025, we have been providing approximately 150 healthcare (medical & dental) visits per month. CHO will:

- 1) Recruit 5-6 additional volunteer healthcare providers;
- 2) Strengthen and expand community-based partnerships with organizations like Northeast Florida AHEC for smoking/vaping cessation and treatment, and Feeding Northeast Florida to improve access to food for seniors, veterans, and include individuals with disabilities;
- 3) Through our ongoing relationship with Baptist Health, we will address transportation needs, which remain a huge barrier to accessing care.
- 4) Execute two targeted clinic special events, e.g., National Dental Hygiene Month (for dental cleanings and dental health education with a heavy focus on prevention) and the National Nutrition Month (nutrition education for chronic disease management/prevention).

### **Goal 2:**

Community outreach efforts allow an organization to provide awareness/education on services directly to potential patients/clients, and also to fellow-community partners. CHO will:

- 5) Expand awareness of the services provided by conducting quarterly outreach activities and health education with area community partners, while also promoting HealthLink Jax in the clinic and in the field;
- 6) Collaborate with Inspire to Rise (healthy start and behavioral health) and Volunteers in Medicine Jacksonville (potential patients over 200% federal poverty level) as warm handoffs to qualified individuals; and,
- 7) Provide training opportunities to at least ten (10) health profession students to ensure a steady pipeline of healthcare workers receive an integrated (medical/dental) experience in Jacksonville.

## **PROGRAM COSTS/PAYMENT TERMS:**

CHO has been able to trim its budget and sustainably execute services from \$400,000 in the previous year to \$350,000 (current year) due to an engaged and laser-focused board and CEO. The annual funding sources include: grants, individual and church contributions, an annual fundraising event, and corporate donations. Current and prior funding supporters include: The Delores Bar Weaver Legacy Funds, The Community Foundation for NE Florida, the State of Florida appropriations managed by the Florida Association of Free and Charitable Clinics, Florida Blue Foundation, The Rotary Club Foundation of Jacksonville, and others.

## **PROGRAM IMPACT & REPORTING:**

To ensure the seven aforementioned objectives within the two goals are achieved, in addition to the use of CHO's electronic health records systems where applicable, the following measures will be taken:

- 1) Track through the Florida Department of Health Sovereign Immunity program – verify the number of providers from baseline
- 2) Track through tobacco referrals in the automated referral system and measure weekly food access totals during pantry hours
- 3) Track through the reporting of a future grant program
- 4) Track through attendance of a future planned program with the National Dental Hygienists' Association Jacksonville Chapter and Feeding NE Florida
- 5) Goal is to conduct a minimum of four (4) outreach events during the reporting period while also distributing HealthLink Jax materials
- 6) Identify the collaboration impact through referrals between programs
- 7) Work directly with area health professions academic programs to track and sign off on students from Fortis College, Florida State College at Jacksonville, Jacksonville University, RC Health Services for EMTs, etc.

**To ensure programmatic achievements, CHO will provide a quarterly report to the Mayor's Office Health Team, as requested, detailing the number of residents served, diagnoses, and referrals from JaxCareConnect.**

#### **ADDITIONAL GRANT REQUIREMENTS AND CONDITIONS:**

Recipient's expenditure of City funds for the Program and the provision of services shall be subject to Chapter 118, Parts 1 – 5 of the *Jacksonville Ordinance Code*, and the terms and conditions of any contract entered into between the City and Recipient. Recipient shall use the City funds for the Program in accordance with the City Council approved Term Sheet and Program budget. The City's Grant Administrator may amend this Term Sheet or the approved Program budget consistent with the Program's needs, provided that any substantial change to this Term Sheet or a budget change not within 10% of the attached Program budget line-items will require City Council approval.

FY 2026 City Grant Application  
Proposed Funding Period: FY 2025-2026

FY 2026 City Grant - Complete Program Budget Detail

Lead Agency: WestJax Outreach, Inc. d/b/a Community Health Outreach

Program Name: Duval County Safety Net Collaboration (in partnership with JaxCareConnect)

Agency Fiscal Year: January - December

| BUDGET                                                          |                                           |                                            |                                               |                               |                                  |                                         |                                   |                                  |
|-----------------------------------------------------------------|-------------------------------------------|--------------------------------------------|-----------------------------------------------|-------------------------------|----------------------------------|-----------------------------------------|-----------------------------------|----------------------------------|
| Categories and Line Items                                       | Prior Year<br>Prg Funding<br>FY 2023-2024 | Current Year<br>Prg Budget<br>FY 2024-2025 | Total Est. Cost<br>of Program<br>FY 2025-2026 | Agency<br>Provided<br>Funding | All Other<br>Program<br>Revenues | Funding Partners                        |                                   |                                  |
|                                                                 |                                           |                                            |                                               |                               |                                  | City of<br>Jacksonville<br>(City Grant) | Federal/ State &<br>Other Funding | Private<br>Foundation<br>Funding |
| <b>I. Employee Compensation</b>                                 |                                           |                                            |                                               |                               |                                  |                                         |                                   |                                  |
| <b>Personnel - 01201 (list Job Title or Positions no names)</b> |                                           |                                            |                                               |                               |                                  |                                         |                                   |                                  |
| 1 Chief Executive Officer                                       | \$0.00                                    | \$20,000.00                                | \$20,000.00                                   | \$0.00                        | \$0.00                           | \$20,000.00                             | \$0.00                            | \$0.00                           |
| 2 Clinic Coordinator                                            | \$0.00                                    | \$10,000.00                                | \$10,000.00                                   | \$0.00                        | \$0.00                           | \$10,000.00                             | \$0.00                            | \$0.00                           |
| 3 Operations Coordinator (formerly Distribution Coordinator)    | \$0.00                                    | \$12,000.00                                | \$10,000.00                                   | \$0.00                        | \$0.00                           | \$10,000.00                             | \$0.00                            | \$0.00                           |
| 4 Front Desk/Referral Specialist                                | \$0.00                                    | \$10,000.00                                | \$10,000.00                                   | \$0.00                        | \$0.00                           | \$10,000.00                             | \$0.00                            | \$0.00                           |
| 5 Dental Assistant                                              | \$0.00                                    | \$0.00                                     | \$20,000.00                                   | \$0.00                        | \$0.00                           | \$20,000.00                             | \$0.00                            | \$0.00                           |
| 6 Pantry Assistant                                              | \$0.00                                    | \$0.00                                     | \$10,000.00                                   | \$0.00                        | \$0.00                           | \$10,000.00                             | \$0.00                            | \$0.00                           |
| 7 Admin & Fiscal Assistant (formerly Bookkeeper)                | \$0.00                                    | \$12,713.62                                | \$20,000.00                                   | \$0.00                        | \$0.00                           | \$20,000.00                             | \$0.00                            | \$0.00                           |
| 8 Primary Care Provider                                         | \$0.00                                    | \$6,470.80                                 | \$0.00                                        | \$0.00                        | \$0.00                           | \$0.00                                  | \$0.00                            | \$0.00                           |
| 9 Development Coordinator                                       | \$0.00                                    | \$4,143.90                                 | \$0.00                                        | \$0.00                        | \$0.00                           | \$0.00                                  | \$0.00                            | \$0.00                           |
| 10                                                              | \$0.00                                    | \$0.00                                     | \$0.00                                        | \$0.00                        | \$0.00                           | \$0.00                                  | \$0.00                            | \$0.00                           |
| <b>Subtotal Employee Compensation</b>                           | <b>\$0.00</b>                             | <b>\$75,328.32</b>                         | <b>\$100,000.00</b>                           | <b>\$0.00</b>                 | <b>\$0.00</b>                    | <b>\$100,000.00</b>                     | <b>\$0.00</b>                     | <b>\$0.00</b>                    |
| <b>Fringe Benefits</b>                                          |                                           |                                            |                                               |                               |                                  |                                         |                                   |                                  |
| Payroll Taxes - FICA & Med Tax - 02101                          | \$0.00                                    | \$0.00                                     | \$0.00                                        | \$0.00                        | \$0.00                           | \$0.00                                  | \$0.00                            | \$0.00                           |
| Health Insurance - 02304                                        | \$0.00                                    | \$0.00                                     | \$0.00                                        | \$0.00                        | \$0.00                           | \$0.00                                  | \$0.00                            | \$0.00                           |
| Retirement - 02201                                              | \$0.00                                    | \$0.00                                     | \$0.00                                        | \$0.00                        | \$0.00                           | \$0.00                                  | \$0.00                            | \$0.00                           |
| Dental - 02301                                                  | \$0.00                                    | \$0.00                                     | \$0.00                                        | \$0.00                        | \$0.00                           | \$0.00                                  | \$0.00                            | \$0.00                           |
| Life Insurance - 02303                                          | \$0.00                                    | \$0.00                                     | \$0.00                                        | \$0.00                        | \$0.00                           | \$0.00                                  | \$0.00                            | \$0.00                           |
| Workers Compensation - 02401                                    | \$0.00                                    | \$1,039.54                                 | \$1,050.00                                    | \$0.00                        | \$0.00                           | \$1,050.00                              | \$0.00                            | \$0.00                           |
| Unemployment Taxes - 02501                                      | \$0.00                                    | \$2,268.00                                 | \$2,300.00                                    | \$0.00                        | \$0.00                           | \$2,300.00                              | \$0.00                            | \$0.00                           |
| Other Benefits - (Please describe)                              | \$0.00                                    | \$0.00                                     | \$0.00                                        | \$0.00                        | \$0.00                           | \$0.00                                  | \$0.00                            | \$0.00                           |
| <b>Subtotal Taxes and Benefits</b>                              | <b>\$0.00</b>                             | <b>\$3,307.54</b>                          | <b>\$3,350.00</b>                             | <b>\$0.00</b>                 | <b>\$0.00</b>                    | <b>\$3,350.00</b>                       | <b>\$0.00</b>                     | <b>\$0.00</b>                    |
| <b>Total Employee Compensation</b>                              | <b>\$0.00</b>                             | <b>\$78,635.86</b>                         | <b>\$103,350.00</b>                           | <b>\$0.00</b>                 | <b>\$0.00</b>                    | <b>\$103,350.00</b>                     | <b>\$0.00</b>                     | <b>\$0.00</b>                    |
| <b>II. Operating Expenses</b>                                   |                                           |                                            |                                               |                               |                                  |                                         |                                   |                                  |
| <b>Occupancy Expenses</b>                                       |                                           |                                            |                                               |                               |                                  |                                         |                                   |                                  |
| Rent - Occupancy -04408                                         | \$0.00                                    | \$0.00                                     | \$0.00                                        | \$0.00                        | \$0.00                           | \$0.00                                  | \$0.00                            | \$0.00                           |
| Telephone - 04181                                               | \$0.00                                    | \$7,004.66                                 | \$7,000.00                                    | \$0.00                        | \$0.00                           | \$7,000.00                              | \$0.00                            | \$0.00                           |
| Utilities - 04301                                               | \$0.00                                    | \$8,669.00                                 | \$15,000.00                                   | \$0.00                        | \$0.00                           | \$15,000.00                             | \$0.00                            | \$0.00                           |
| Maintenance and Repairs - 04603                                 | \$0.00                                    | \$7,698.00                                 | \$3,000.00                                    | \$0.00                        | \$0.00                           | \$3,000.00                              | \$0.00                            | \$0.00                           |
| Insurance Property & General Liability - 04502                  | \$0.00                                    | \$22,796.00                                | \$25,000.00                                   | \$0.00                        | \$0.00                           | \$25,000.00                             | \$0.00                            | \$0.00                           |
| Other - (Please describe)                                       | \$0.00                                    | \$0.00                                     | \$0.00                                        | \$0.00                        | \$0.00                           | \$0.00                                  | \$0.00                            | \$0.00                           |
| <b>Office Expenses</b>                                          |                                           |                                            |                                               |                               |                                  |                                         |                                   |                                  |
| Office and Other Supplies - 05101                               | \$0.00                                    | \$14,423.36                                | \$10,916.67                                   | \$0.00                        | \$0.00                           | \$10,916.67                             | \$0.00                            | \$0.00                           |
| Postage - 04101                                                 | \$0.00                                    | \$0.00                                     | \$0.00                                        | \$0.00                        | \$0.00                           | \$0.00                                  | \$0.00                            | \$0.00                           |
| Printing and Advertising - 04801                                | \$0.00                                    | \$5,268.00                                 | \$0.00                                        | \$0.00                        | \$0.00                           | \$0.00                                  | \$0.00                            | \$0.00                           |
| Publications - 05216                                            | \$0.00                                    | \$0.00                                     | \$0.00                                        | \$0.00                        | \$0.00                           | \$0.00                                  | \$0.00                            | \$0.00                           |
| Staff Training - 05401                                          | \$0.00                                    | \$0.00                                     | \$0.00                                        | \$0.00                        | \$0.00                           | \$0.00                                  | \$0.00                            | \$0.00                           |
| Directors & Officers - Insurance - 04501                        | \$0.00                                    | \$2,341.18                                 | \$2,400.00                                    | \$0.00                        | \$0.00                           | \$2,400.00                              | \$0.00                            | \$0.00                           |
| Professional Fees & Services (not audit) - 03410                | \$0.00                                    | \$0.00                                     | \$0.00                                        | \$0.00                        | \$0.00                           | \$0.00                                  | \$0.00                            | \$0.00                           |
| Background Screening - 04938                                    | \$0.00                                    | \$0.00                                     | \$0.00                                        | \$0.00                        | \$0.00                           | \$0.00                                  | \$0.00                            | \$0.00                           |
| Other - Equipment under \$1,000 - 06403                         | \$0.00                                    | \$0.00                                     | \$0.00                                        | \$0.00                        | \$0.00                           | \$0.00                                  | \$0.00                            | \$0.00                           |
| Other - (Please describe)                                       | \$0.00                                    | \$0.00                                     | \$0.00                                        | \$0.00                        | \$0.00                           | \$0.00                                  | \$0.00                            | \$0.00                           |
| <b>Travel Expenses</b>                                          |                                           |                                            |                                               |                               |                                  |                                         |                                   |                                  |
| Local Mileage - 04021                                           | \$0.00                                    | \$0.00                                     | \$0.00                                        | \$0.00                        | \$0.00                           | \$0.00                                  | \$0.00                            | \$0.00                           |
| Parking & Tools - 04028                                         | \$0.00                                    | \$0.00                                     | \$0.00                                        | \$0.00                        | \$0.00                           | \$0.00                                  | \$0.00                            | \$0.00                           |
| <b>Equipment Expenses</b>                                       |                                           |                                            |                                               |                               |                                  |                                         |                                   |                                  |
| Rental & Leases - Equipment - 04402                             | \$0.00                                    | \$0.00                                     | \$0.00                                        | \$0.00                        | \$0.00                           | \$0.00                                  | \$0.00                            | \$0.00                           |
| Vehicle Fuel and Maintenance - 04216                            | \$0.00                                    | \$0.00                                     | \$0.00                                        | \$0.00                        | \$0.00                           | \$0.00                                  | \$0.00                            | \$0.00                           |
| Vehicle Insurance - 04502                                       | \$0.00                                    | \$0.00                                     | \$0.00                                        | \$0.00                        | \$0.00                           | \$0.00                                  | \$0.00                            | \$0.00                           |
| Other - (Please describe)                                       | \$0.00                                    | \$0.00                                     | \$0.00                                        | \$0.00                        | \$0.00                           | \$0.00                                  | \$0.00                            | \$0.00                           |
| <b>Direct Client Expenses - 06301</b>                           |                                           |                                            |                                               |                               |                                  |                                         |                                   |                                  |
| Client Rent                                                     | \$0.00                                    | \$0.00                                     | \$0.00                                        | \$0.00                        | \$0.00                           | \$0.00                                  | \$0.00                            | \$0.00                           |
| Client Utilities                                                | \$0.00                                    | \$0.00                                     | \$0.00                                        | \$0.00                        | \$0.00                           | \$0.00                                  | \$0.00                            | \$0.00                           |
| Client Food                                                     | \$0.00                                    | \$0.00                                     | \$0.00                                        | \$0.00                        | \$0.00                           | \$0.00                                  | \$0.00                            | \$0.00                           |
| Client Medical                                                  | \$0.00                                    | \$0.00                                     | \$0.00                                        | \$0.00                        | \$0.00                           | \$0.00                                  | \$0.00                            | \$0.00                           |
| Client Educational                                              | \$0.00                                    | \$0.00                                     | \$0.00                                        | \$0.00                        | \$0.00                           | \$0.00                                  | \$0.00                            | \$0.00                           |
| Client Personal                                                 | \$0.00                                    | \$0.00                                     | \$0.00                                        | \$0.00                        | \$0.00                           | \$0.00                                  | \$0.00                            | \$0.00                           |
| Client Other (Please describe)                                  | \$0.00                                    | \$0.00                                     | \$0.00                                        | \$0.00                        | \$0.00                           | \$0.00                                  | \$0.00                            | \$0.00                           |
| Client Other (Please describe)                                  | \$0.00                                    | \$0.00                                     | \$0.00                                        | \$0.00                        | \$0.00                           | \$0.00                                  | \$0.00                            | \$0.00                           |
| <b>Total Operating Expenses</b>                                 | <b>\$0.00</b>                             | <b>\$68,200.20</b>                         | <b>\$63,316.67</b>                            | <b>\$0.00</b>                 | <b>\$0.00</b>                    | <b>\$63,316.67</b>                      | <b>\$0.00</b>                     | <b>\$0.00</b>                    |
| <b>III. Operating Capital Outlay (OVER \$1,000)</b>             |                                           |                                            |                                               |                               |                                  |                                         |                                   |                                  |
| Machinery & Equipment - 06402                                   | \$0.00                                    | \$0.00                                     | \$0.00                                        | \$0.00                        | \$0.00                           | \$0.00                                  | \$0.00                            | \$0.00                           |
| Computers & Software - 06427                                    | \$0.00                                    | \$0.00                                     | \$0.00                                        | \$0.00                        | \$0.00                           | \$0.00                                  | \$0.00                            | \$0.00                           |
| Other - (Please describe)                                       | \$0.00                                    | \$0.00                                     | \$0.00                                        | \$0.00                        | \$0.00                           | \$0.00                                  | \$0.00                            | \$0.00                           |
| <b>Total Capital Outlay</b>                                     | <b>\$0.00</b>                             | <b>\$0.00</b>                              | <b>\$0.00</b>                                 | <b>\$0.00</b>                 | <b>\$0.00</b>                    | <b>\$0.00</b>                           | <b>\$0.00</b>                     | <b>\$0.00</b>                    |
| <b>Direct Expenses Total</b>                                    | <b>\$0.00</b>                             | <b>\$146,836.06</b>                        | <b>\$166,666.67</b>                           | <b>\$0.00</b>                 | <b>\$0.00</b>                    | <b>\$166,666.67</b>                     | <b>\$0.00</b>                     | <b>\$0.00</b>                    |
| <b>Percent of Budget</b>                                        | <b>-</b>                                  | <b>-</b>                                   | <b>100.0%</b>                                 | <b>0.0%</b>                   | <b>0.0%</b>                      | <b>100.0%</b>                           | <b>0.0%</b>                       | <b>0.0%</b>                      |

Last Modified: 08/24/2025

All City Grant Items listed must be included in the narrative section of the budget.

**Budget Narrative for Selected Items of Cost  
FY 2026 City Grant Application  
Program Budget Narrative (Max. 2 Pages)  
Proposed Funding Period: FY 2025-2026  
COJ Funding Only**

**Agency:** WestJax Outreach, Inc. d/b/a Community Health Outreach ("CHO")

**Program Name:** Duval County Safety Net Collaboration (in partnership with JaxCareConnect)

**EXPENSES:** Please provide narrative description for all categories listed below for which you are seeking City Funding Only.

We have included those required elements in the spaces below. See instructions when listing personnel expenses.

Please feel free to add additional lines as necessary to provide explanations using the line insert feature.

**I. Employee Compensation** - (not related to costs of the office of the governor of a state or the chief executive of a political subdivision)

**Salary & Wages**

**CEO** - This funding request for \$20,000 covers a small percentage of the salary, which is based on a 100% FTE position. The CEO provides overall leadership, structure, and daily direction for CHO's three programs: Healing Hands Medical & Dental Clinic, The Baby Luv Center, and The Lord's Pantry. The CEO is responsible for writing grants, fundraising, and serving as a backup in the clinic by scribing, triaging, interpreting (Spanish), and assisting providers with procedures as over 90% of CHO's work is performed by committed community volunteers. Additionally, the CEO builds and leverages relationships with community and faith-based partners to improve health outcomes in the community.

**Clinic Coordinator** - This funding request for \$10,000 covers a small percentage of the overall 100% FTE salary. This role is primarily responsible for ensuring that volunteer providers and patients at CHO are efficiently scheduled in both medical and dental clinics. Currently over 1,400 residents in Jacksonville are on the waitlist to access the clinic and this role coordinates contact and follow-up. Additionally, this position supervises the entire front desk section. It is essential for improving patient health and satisfaction, as well as for connecting patients with community-based resources such as HealthLink Jax, which helps prevent unnecessary visits to the emergency department.

**Operations Coordinator** - The funding request for \$10,000 will cover a portion of the overall salary. The position is 63% FTE. CHO's non-healthcare programs are managed by a part-time worker who is responsible for providing essential infant care supplies, such as diapers, wipes, and formula, to mothers with children aged four years and under, preventing infant mortality and disease. Due to the ongoing issue of food insecurity on the First Coast, this position plays a crucial role in addressing the lack of food access for mothers, veterans, seniors, and the general public. The funding will enable CHO to allocate resources toward purchasing food and supplies that help thousands of families maintain their health with nutrient-dense food options.

**Front Desk/Referral Specialist** - The funding request for \$10,000 will cover a portion of the salary at 75% FTE. This position is responsible for the efficient flow of patient check in/check out, the completion of required Florida Department of Health forms to be signed and uploaded into our electronic health record, submitting medical referrals to WeCare for specialty care/labs/diagnostics, and ensuring that front desk volunteers are trained. The funding will ensure that CHO has the appropriate administrative support to see medical/dental patients. This position liaises directly with WeCare Jacksonville to ensure patients have access to specialty care and diagnostics/labs.

**Dental Assistant** - This funding request for \$20,000 will cover the majority of the salary for this critical position, which is currently 25% FTE and will transition to 50% FTE. Due to the high volume dental patients and CHO's current 16 dental providers, this position supports dental procedures and sterilization to ensure the safety of our patients. The funding will support this existing part-time position allow CHO to have consistent help when volunteers and students are not available.

**Pantry Assistant** - This funding request for \$10,000 will cover the majority of the salary for this position. This 25% FTE, part-time existing position provides weekly support to the Operations Coordinator for the two days that The Lord's Pantry provides food access to the community. Approximately 350 families report to CHO weekly for food and this role offers physical support with unloading shipments, stocking shelves, and directing volunteers.

**Administrative/Fiscal Assistant** - This funding request for \$20,000 will cover the majority of the position's salary, which will be 75% FTE and a new hire. CHO's three programs are currently receiving fiscal support from a part-time volunteer and an outsourced bookkeeping firm. Due to the nature of the work being performed, a paid position is necessary to provide financial support (AP, grant deadline administration, bank recons, payroll assistance). This part-time role will assist the CEO and the CHO Board Treasurer with preparing for monthly board and finance committee meetings.

**Payroll Taxes & Benefits**

**Requested amount** - \$1,050 for one annual payment. In Florida, businesses with employees are legally required to have workers' compensation insurance. This insurance generally protects employers from lawsuits filed by employees for work-related injuries. Without it, CHO would be personally liable for potentially significant costs, which could lead to financial ruin or even bankruptcy, ultimately resulting in the closure of programs and services designed to assist those in need.

**Requested amount** - \$2,300 to cover quarterly taxes of \$575. Employers are legally required to pay unemployment taxes under both federal and state laws. Unemployment benefits are essential for stabilizing local economies during downturns, as they help maintain some level of purchasing power despite job losses. It is crucial for CHO, as a small business, to address these two areas effectively.

## **II. Operating Expenses**

### **Occupancy Expenses**

The occupancy expenses such as general commercial liability insurance (\$25,000 - \$8,500 down with \$1,527.47 covering commercial buildings and two non-motorized trailers) and utilities (\$1,250 monthly), are critically important as CHO interacts with the public, and could face risks of accidents, injuries, or property damage on their premises. This will allow CHO to safeguard assets and demonstrate responsibility and professionalism to donors, volunteers, patients, and other stakeholders. Utilities are fundamental to daily operations. They provide a safe, comfortable, and hygienic environment for patients and staff, and critical medical and dental equipment to operate. Maintenance and repairs (\$3,000 estimate), \$7,000 to cover part of the expenses for telephone (\$140.15 monthly=\$1,681.80) internet, (\$353 monthly=\$4,236), and IT support (\$533.40 monthly \$6,400.80) that allow CHO to provide the most efficient services to patients and clients who receive services. Staff are then equipped with the necessary tools to execute their daily job duties in an effective manner.

### **Office Expenses**

The \$10,916.67 will cover part of CHO's clinical and office supplies to support the organization's ability to provide services to patients in the most efficient manner. Specifically, dental supplies are utilized during treatment procedures (Prophy Angles & Prophy Paste and Fluoride Applicators) and sterilization. Standard medical supplies include exam gloves, sharps' containers, antiseptics, and exam table paper. Both dental and medical programs require industry-standard Personal Protective Equipment that is discarded after each use. Printer toner and photocopy paper are used for required documents to be signed by patients, which are then uploaded into CHO's electronic health records. The \$2,400 request is the estimated cost to renew the annual Directors & Officers policy, which was \$2,341.18 in 2024.

### **Travel Expenses - not related to entertainment expenses**

N/A

### **Equipment Expenses**

N/A

### **Direct Client Expenses**

N/A

## **III. Operating Capital Outlay:**

N/A

# MUSLIM AMERICAN SOCIAL SERVICES INC. - Duval County Safety Net Collaboration

## FY 2025-2026 City Grant Proposal Term Sheet

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**Grant Recipient:** Muslim American Social Services (MASS) (“Recipient”)

**Program Name:** Duval County Safety Net Collaboration (the “Program”)

**City Funding Request:** \$166,666.66

**Contract/Grant Term:** October 1, 2025 – September 30, 2026

**Any substantial change to this FY 2025-2026 City Grant Proposal Term Sheet (the “Term Sheet”) or a budget change not within 10% of the attached Program budget line-items will require City Council approval.**

### **PROGRAM OVERVIEW:**

MASS is on a mission to create health equity by providing continuity of care to the underserved community in Northeast Florida. With a commitment to accessibility and affordability, MASS seeks support for its Critical Healthcare and Food as Medicine Initiatives. This funding will expand the reach of the Food as Medicine Program and strengthen the MASS Unified Healthcare Program, addressing the rising challenges faced by individuals with chronic diseases and food insecurities. Duval County ranks 47th of the 67 Florida Counties with health outcomes.

MASS Unified Health Services Program: Complications from uncontrolled diabetes and chronic hypertension contribute to frequent emergency department visits, straining healthcare resources and increasing costs. The Program is designed to eliminate unnecessary Emergency Department Visits. By addressing the root causes of emergency visits, the program will reduce the burden on healthcare systems and minimize associated costs for individuals and the community by providing access to high-quality, comprehensive healthcare services to uninsured indigent Duval County residents. FY25-26 funding will cover programmatic operating expenses.

### **PROGRAM SCOPE OF WORK AND DELIVERABLES:**

Our program scope is to increase access to and delivery of high-quality, no-cost healthcare for the uninsured population of Northeast Florida. Our broad goal will be to see at least 1,400 individual patients over one year.

Our specific objectives in reaching this goal are as follows:

1. 40% of those patients will be new patients that have not utilized MASS Clinics services before.
2. 20% of those patients will come from hospital referrals, helping to reduce the use of the Emergency Department in our local hospitals.
3. 40% of those patients will come from populations identified in the Community Health Needs Assessment that had the highest rates of Chronic Diseases in Duval County.

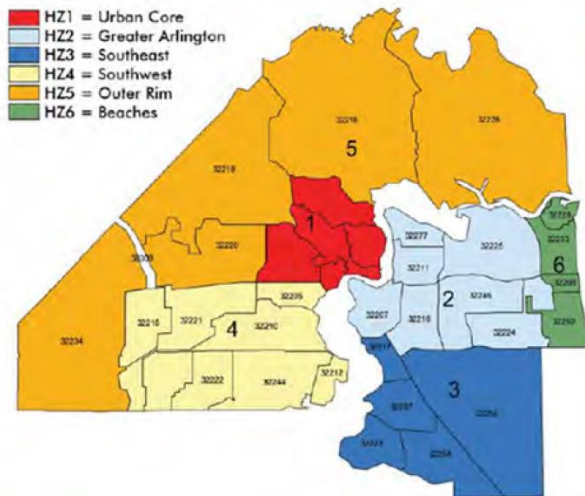
In summary, the program's scope and deliverables are a comprehensive approach to increasing healthcare access, diversifying the patient base, reducing reliance on emergency services, and addressing specific health challenges within the community. The intended impact is not only on individual patient outcomes but also on the overall health and well-being of the uninsured population in Northeast Florida. The timeline for these deliverables will be 12 months after receipt of funding.

## PROGRAM COSTS/PAYMENT TERMS:

The budget form is attached. MASS continues to have support from additional local foundations, including Baptist Health, Riverside Hospital Foundation, Simply HealthCare, Islamic Relief and Florida Blue Foundation.

**PROGRAM IMPACT & REPORTING:** Provide a description of: (i) how the Program goals and objectives described above will be attained and how they will be measured; (ii) the Program's achievements during the year immediately preceding this funding request; (iii) the anticipated number of residents to be served by the Program and the projected Program impact on those residents.

- i) MASS Clinic utilizes Electronic Medical Records to track our patients' health, giving us the ability to monitor patient data even after they leave our facility to seek treatment with external specialists. Our information management system allows us to track the demographic information of our patients and if they utilized our services before, this will allow us to track our progress with obtaining new patients and which of these patients are coming from populations identified in the Community Health Needs Assessment who had the highest rates of chronic diseases. This data will be tracked and then compared to our outlined objectives above on a quarterly basis to ensure we are on track to meet or exceed our goals and objectives.
- ii) MASS draws its patients from the most impoverished areas of Duval County (See Exhibit #1). The map indicates that many MASS patients are travelling between half-hour and an hour to access services. Over that distance, many pass one, two or three hospitals to reach MASS.



Data source: Local, DOH-Duval County Health Department

Exhibit #1

| Zip Code Group           | Patient Visits | Unique Patients |
|--------------------------|----------------|-----------------|
| HZ 1 - Urban Core        | 425            | 120             |
| HZ 2 - Greater Arlington | 2,605          | 673             |
| HZ 3 - Southeast         | 944            | 322             |
| HZ 4 - Southwest         | 439            | 113             |
| HZ 5 - Outer Rim         | 292            | 124             |
| HZ 6 - Beaches           | 142            | 48              |
|                          |                |                 |
| Grand Total              | 4,847          | 1,400           |

- iii) A minimum of 1,400 individuals will receive services from MASS clinic within one year of the program start date.
- iv) MASS will provide quarterly reports to the Mayor's Office Health Team as requested, detailing the number of residents served, diagnoses, and referrals received through JaxCareConnect, ensuring transparency, accountability, and ongoing collaboration with city health initiatives.

**ADDITIONAL GRANT REQUIREMENTS AND CONDITIONS:**

Recipient's expenditure of City funds for the Program and the provision of services shall be subject to Chapter 118, Parts 1 – 5 of the *Jacksonville Ordinance Code*, and the terms and conditions of any contract entered into between the City and Recipient. Recipient shall use the City funds for the Program in accordance with the City Council approved Term Sheet and Program budget. The City's Grant Administrator may amend this Term Sheet or the approved Program budget consistent with the Program's needs, provided that any substantial change to this Term Sheet or a budget change not within 10% of the attached Program budget line-items will require City Council approval.

FY 2026 City Grant Application  
Proposed Funding Period: FY 2025-2026

FY 2026 City Grant - Complete Program Budget Detail

Lead Agency:  
Muslim American Social Services, Inc.  
Program Name:  
MASS Unified Health Services/Duval County Safety Net Collab

Agency Fiscal Year: Jan 1 - Dec 31

| BUDGET                                                          |                                           |                                            |                                               |                               |                                  |                                         |                                   |  |                                  |
|-----------------------------------------------------------------|-------------------------------------------|--------------------------------------------|-----------------------------------------------|-------------------------------|----------------------------------|-----------------------------------------|-----------------------------------|--|----------------------------------|
| Categories and Line Items                                       | Prior Year<br>Prg Funding<br>FY 2023-2024 | Current Year<br>Prg Budget<br>FY 2024-2025 | Total Est. Cost<br>of Program<br>FY 2025-2026 | Agency<br>Provided<br>Funding | All Other<br>Program<br>Revenues | City of<br>Jacksonville<br>(City Grant) | Funding Partners                  |  | Private<br>Foundation<br>Funding |
|                                                                 |                                           |                                            |                                               |                               |                                  |                                         | Federal/ State &<br>Other Funding |  |                                  |
| <b>I. Employee Compensation</b>                                 |                                           |                                            |                                               |                               |                                  |                                         |                                   |  |                                  |
| <b>Personnel - 01201 (list Job Title or Positions no names)</b> |                                           |                                            |                                               |                               |                                  |                                         |                                   |  |                                  |
| 1. Executive Director                                           | \$67,285.45                               | \$74,014.00                                | \$88,816.79                                   | \$0.00                        | \$0.00                           | \$20,000.00                             | \$0.00                            |  | \$68,816.79                      |
| 2. Chief Operating Officer                                      | \$60,170.00                               | \$66,187.00                                | \$79,424.40                                   | \$0.00                        | \$0.00                           | \$30,000.00                             | \$0.00                            |  | \$49,424.40                      |
| 3. Patient Care Coordinator(s)                                  | \$36,735.00                               | \$40,408.50                                | \$48,490.20                                   | \$0.00                        | \$0.00                           | \$15,000.00                             | \$0.00                            |  | \$33,490.20                      |
| 4. Healthcare Provider(s)                                       | \$129,190.00                              | \$142,109.00                               | \$170,530.80                                  | \$0.00                        | \$0.00                           | \$53,300.00                             | \$0.00                            |  | \$117,230.80                     |
| 5. Administrative Support (s) Position                          | \$229,326.00                              | \$252,258.60                               | \$302,710.31                                  | \$0.00                        | \$0.00                           | \$48,366.66                             | \$0.00                            |  | \$254,343.65                     |
| 6.                                                              | \$0.00                                    | \$0.00                                     | \$0.00                                        | \$0.00                        | \$0.00                           | \$0.00                                  | \$0.00                            |  | \$0.00                           |
| 7.                                                              | \$0.00                                    | \$0.00                                     | \$0.00                                        | \$0.00                        | \$0.00                           | \$0.00                                  | \$0.00                            |  | \$0.00                           |
| 8.                                                              | \$0.00                                    | \$0.00                                     | \$0.00                                        | \$0.00                        | \$0.00                           | \$0.00                                  | \$0.00                            |  | \$0.00                           |
| 9.                                                              | \$0.00                                    | \$0.00                                     | \$0.00                                        | \$0.00                        | \$0.00                           | \$0.00                                  | \$0.00                            |  | \$0.00                           |
| <b>Subtotal Employee Compensation</b>                           | <b>\$522,706.45</b>                       | <b>\$574,977.10</b>                        | <b>\$689,972.50</b>                           | <b>\$0.00</b>                 | <b>\$0.00</b>                    | <b>\$166,666.66</b>                     | <b>\$0.00</b>                     |  | <b>\$523,305.84</b>              |
| <b>Fringe Benefits</b>                                          |                                           |                                            |                                               |                               |                                  |                                         |                                   |  |                                  |
| Payroll Taxes - FICA & Med Tax - 02101                          | \$39,202.98                               | \$43,123.28                                | \$51,747.94                                   | \$0.00                        | \$0.00                           | \$0.00                                  | \$0.00                            |  | \$51,747.94                      |
| Health Insurance - 02304                                        | \$0.00                                    | \$0.00                                     | \$0.00                                        | \$0.00                        | \$0.00                           | \$0.00                                  | \$0.00                            |  | \$0.00                           |
| Retirement - 02201                                              | \$0.00                                    | \$0.00                                     | \$0.00                                        | \$0.00                        | \$0.00                           | \$0.00                                  | \$0.00                            |  | \$0.00                           |
| Dental - 02301                                                  | \$0.00                                    | \$0.00                                     | \$0.00                                        | \$0.00                        | \$0.00                           | \$0.00                                  | \$0.00                            |  | \$0.00                           |
| Life Insurance - 02303                                          | \$0.00                                    | \$0.00                                     | \$0.00                                        | \$0.00                        | \$0.00                           | \$0.00                                  | \$0.00                            |  | \$0.00                           |
| Workers Compensation - 02401                                    | \$808.00                                  | \$1,200.00                                 | \$1,440.00                                    | \$0.00                        | \$0.00                           | \$0.00                                  | \$0.00                            |  | \$1,440.00                       |
| Unemployment Taxes - 02501                                      | \$0.00                                    | \$0.00                                     | \$0.00                                        | \$0.00                        | \$0.00                           | \$0.00                                  | \$0.00                            |  | \$0.00                           |
| Other Benefits - (Please describe)                              | \$0.00                                    | \$0.00                                     | \$0.00                                        | \$0.00                        | \$0.00                           | \$0.00                                  | \$0.00                            |  | \$0.00                           |
| <b>Subtotal Taxes and Benefits</b>                              | <b>\$40,010.98</b>                        | <b>\$44,323.28</b>                         | <b>\$53,187.94</b>                            | <b>\$0.00</b>                 | <b>\$0.00</b>                    | <b>\$0.00</b>                           | <b>\$0.00</b>                     |  | <b>\$53,187.94</b>               |
| <b>Total Employee Compensation</b>                              | <b>\$562,717.43</b>                       | <b>\$619,300.38</b>                        | <b>\$743,160.44</b>                           | <b>\$0.00</b>                 | <b>\$0.00</b>                    | <b>\$166,666.66</b>                     | <b>\$0.00</b>                     |  | <b>\$576,493.78</b>              |
| <b>II. Operating Expenses</b>                                   |                                           |                                            |                                               |                               |                                  |                                         |                                   |  |                                  |
| <b>Occupancy Expenses</b>                                       |                                           |                                            |                                               |                               |                                  |                                         |                                   |  |                                  |
| Rent - Occupancy - 04408                                        | \$22,810.66                               | \$25,000.00                                | \$30,000.00                                   | \$0.00                        | \$0.00                           | \$0.00                                  | \$0.00                            |  | \$30,000.00                      |
| Telephone - 04181                                               | \$0.00                                    | \$0.00                                     | \$0.00                                        | \$0.00                        | \$0.00                           | \$0.00                                  | \$0.00                            |  | \$0.00                           |
| Utilities - 04301                                               | \$3,800.00                                | \$4,400.00                                 | \$5,280.00                                    | \$0.00                        | \$0.00                           | \$0.00                                  | \$0.00                            |  | \$5,280.00                       |
| Maintenance and Repairs - 04603                                 | \$0.00                                    | \$0.00                                     | \$0.00                                        | \$0.00                        | \$0.00                           | \$0.00                                  | \$0.00                            |  | \$0.00                           |
| Insurance Property & General Liability - 04502                  | \$11,218.56                               | \$15,000.00                                | \$18,000.00                                   | \$0.00                        | \$0.00                           | \$0.00                                  | \$0.00                            |  | \$18,000.00                      |
| Other - (Please describe)                                       | \$0.00                                    | \$0.00                                     | \$0.00                                        | \$0.00                        | \$0.00                           | \$0.00                                  | \$0.00                            |  | \$0.00                           |
| <b>Office Expenses</b>                                          |                                           |                                            |                                               |                               |                                  |                                         |                                   |  |                                  |
| Office and Other Supplies - 05101                               | \$0.00                                    | \$0.00                                     | \$0.00                                        | \$0.00                        | \$0.00                           | \$0.00                                  | \$0.00                            |  | \$0.00                           |
| Postage - 04101                                                 | \$0.00                                    | \$0.00                                     | \$0.00                                        | \$0.00                        | \$0.00                           | \$0.00                                  | \$0.00                            |  | \$0.00                           |
| Printing and Advertising - 04801                                | \$0.00                                    | \$0.00                                     | \$0.00                                        | \$0.00                        | \$0.00                           | \$0.00                                  | \$0.00                            |  | \$0.00                           |
| Publications - 05216                                            | \$0.00                                    | \$0.00                                     | \$0.00                                        | \$0.00                        | \$0.00                           | \$0.00                                  | \$0.00                            |  | \$0.00                           |
| Staff Training - 05401                                          | \$0.00                                    | \$0.00                                     | \$0.00                                        | \$0.00                        | \$0.00                           | \$0.00                                  | \$0.00                            |  | \$0.00                           |
| Directors & Officers - Insurance - 04501                        | \$0.00                                    | \$0.00                                     | \$0.00                                        | \$0.00                        | \$0.00                           | \$0.00                                  | \$0.00                            |  | \$0.00                           |
| Professional Fees & Services (not audit) - 03410                | \$11,218.56                               | \$15,000.00                                | \$18,000.00                                   | \$0.00                        | \$0.00                           | \$0.00                                  | \$0.00                            |  | \$18,000.00                      |
| Background Screening - 04938                                    | \$0.00                                    | \$0.00                                     | \$0.00                                        | \$0.00                        | \$0.00                           | \$0.00                                  | \$0.00                            |  | \$0.00                           |
| Other - Equipment under \$1,000 - 06403                         | \$0.00                                    | \$0.00                                     | \$0.00                                        | \$0.00                        | \$0.00                           | \$0.00                                  | \$0.00                            |  | \$0.00                           |
| Other - (Please describe)                                       | \$0.00                                    | \$0.00                                     | \$0.00                                        | \$0.00                        | \$0.00                           | \$0.00                                  | \$0.00                            |  | \$0.00                           |
| <b>Travel Expenses</b>                                          |                                           |                                            |                                               |                               |                                  |                                         |                                   |  |                                  |
| Local Mileage - 04021                                           | \$0.00                                    | \$0.00                                     | \$0.00                                        | \$0.00                        | \$0.00                           | \$0.00                                  | \$0.00                            |  | \$0.00                           |
| Parking & Tools - 04028                                         | \$0.00                                    | \$0.00                                     | \$0.00                                        | \$0.00                        | \$0.00                           | \$0.00                                  | \$0.00                            |  | \$0.00                           |
| <b>Equipment Expenses</b>                                       |                                           |                                            |                                               |                               |                                  |                                         |                                   |  |                                  |
| Rental & Leases - Equipment - 04402                             | \$0.00                                    | \$0.00                                     | \$0.00                                        | \$0.00                        | \$0.00                           | \$0.00                                  | \$0.00                            |  | \$0.00                           |
| Vehicle Fuel and Maintenance - 04216                            | \$0.00                                    | \$0.00                                     | \$0.00                                        | \$0.00                        | \$0.00                           | \$0.00                                  | \$0.00                            |  | \$0.00                           |
| Vehicle Insurance - 04502                                       | \$0.00                                    | \$0.00                                     | \$0.00                                        | \$0.00                        | \$0.00                           | \$0.00                                  | \$0.00                            |  | \$0.00                           |
| Other - (Please describe)                                       | \$0.00                                    | \$0.00                                     | \$0.00                                        | \$0.00                        | \$0.00                           | \$0.00                                  | \$0.00                            |  | \$0.00                           |
| <b>Direct Client Expenses - 08301</b>                           |                                           |                                            |                                               |                               |                                  |                                         |                                   |  |                                  |
| Client Rent                                                     | \$0.00                                    | \$0.00                                     | \$0.00                                        | \$0.00                        | \$0.00                           | \$0.00                                  | \$0.00                            |  | \$0.00                           |
| Client Utilities                                                | \$0.00                                    | \$0.00                                     | \$0.00                                        | \$0.00                        | \$0.00                           | \$0.00                                  | \$0.00                            |  | \$0.00                           |
| Client Food                                                     | \$78,558.91                               | \$31,307.63                                | \$37,569.16                                   | \$0.00                        | \$0.00                           | \$0.00                                  | \$0.00                            |  | \$37,569.16                      |
| Client Medical                                                  | \$0.00                                    | \$0.00                                     | \$0.00                                        | \$0.00                        | \$0.00                           | \$0.00                                  | \$0.00                            |  | \$0.00                           |
| Client Educational                                              | \$0.00                                    | \$0.00                                     | \$0.00                                        | \$0.00                        | \$0.00                           | \$0.00                                  | \$0.00                            |  | \$0.00                           |
| Client Personal                                                 | \$0.00                                    | \$0.00                                     | \$0.00                                        | \$0.00                        | \$0.00                           | \$0.00                                  | \$0.00                            |  | \$0.00                           |
| Client Other (Please describe)                                  | \$0.00                                    | \$0.00                                     | \$0.00                                        | \$0.00                        | \$0.00                           | \$0.00                                  | \$0.00                            |  | \$0.00                           |
| Client Other (Please describe)                                  | \$0.00                                    | \$0.00                                     | \$0.00                                        | \$0.00                        | \$0.00                           | \$0.00                                  | \$0.00                            |  | \$0.00                           |
| <b>Total Operating Expenses</b>                                 | <b>\$127,606.69</b>                       | <b>\$90,707.63</b>                         | <b>\$108,849.16</b>                           | <b>\$0.00</b>                 | <b>\$0.00</b>                    | <b>\$0.00</b>                           | <b>\$0.00</b>                     |  | <b>\$108,849.16</b>              |
| <b>III. Operating Capital Outlay (OVER \$1,000)</b>             |                                           |                                            |                                               |                               |                                  |                                         |                                   |  |                                  |
| Machinery & Equipment - 06402                                   | \$0.00                                    | \$0.00                                     | \$0.00                                        | \$0.00                        | \$0.00                           | \$0.00                                  | \$0.00                            |  | \$0.00                           |
| Computers & Software - 06427                                    | \$0.00                                    | \$0.00                                     | \$0.00                                        | \$0.00                        | \$0.00                           | \$0.00                                  | \$0.00                            |  | \$0.00                           |
| Other - (Please describe)                                       | \$0.00                                    | \$0.00                                     | \$0.00                                        | \$0.00                        | \$0.00                           | \$0.00                                  | \$0.00                            |  | \$0.00                           |
| <b>Total Capital Outlay</b>                                     | <b>\$0.00</b>                             | <b>\$0.00</b>                              | <b>\$0.00</b>                                 | <b>\$0.00</b>                 | <b>\$0.00</b>                    | <b>\$0.00</b>                           | <b>\$0.00</b>                     |  | <b>\$0.00</b>                    |
| <b>Direct Expenses Total</b>                                    | <b>\$690,324.12</b>                       | <b>\$710,008.01</b>                        | <b>\$852,009.60</b>                           | <b>\$0.00</b>                 | <b>\$0.00</b>                    | <b>\$166,666.66</b>                     | <b>\$0.00</b>                     |  | <b>\$685,342.94</b>              |
| <b>Percent of Budget</b>                                        | <b>-</b>                                  | <b>-</b>                                   | <b>100.0%</b>                                 | <b>0.0%</b>                   | <b>0.0%</b>                      | <b>19.6%</b>                            | <b>0.0%</b>                       |  | <b>80.4%</b>                     |

Last Modified: 06/16/2025

All City Grant items listed must be included in the narrative section of the budget.

**Budget Narrative for Selected Items of Cost**  
**FY 2026 City Grant Application**  
**Program Budget Narrative (Max. 2 Pages)**  
**Proposed Funding Period: FY 2025-2026**  
**COJ Funding Only**

**Agency:** Muslim American Social Services, Inc.

**Program Name:** MASS Unified Health Services/Duval County Safety Net Collaboration

**EXPENSES:** Please provide narrative description for all categories listed below for which you are seeking **City Funding Only**.

We have included those required elements in the spaces below. See instructions when listing personnel expenses.

Please feel free to add additional lines as necessary to provide explanations using the line insert feature.

**I. Employee Compensation** - (not related to costs of the office of the governor of a state or the chief executive of a political subdivision)

**Salary & Wages**

|                                    |             |                                                                                                          |
|------------------------------------|-------------|----------------------------------------------------------------------------------------------------------|
| Executive Director                 | \$20,000.00 | 23% of Executive Staff salary with match from State/Other and Private Foundation Funding                 |
| Chief Operating Officer            | \$30,000.00 | 38% of Chief Operating Officer salary with match from State/Other and Private Foundation Funding         |
| Patient Care Coordinator(s)        | \$15,000.00 | 13% of Patient Care Coordinator(s) salary with match from State/Other and Private Foundation Funding     |
| HealthCare Provider(s)             | \$53,300.00 | 20% of Healthcare Provider(s) salary with match from State/Other and Private Foundation Funding          |
| Administrative Support(s) Position | \$48,366.66 | 26% of Administrative Support Position salary with match from State/Other and Private Foundation Funding |

**Payroll Taxes & Benefits**

**II. Operating Expenses**

**Occupancy Expenses**

**Office Expenses**

**Travel Expenses - not related to entertainment expenses**

**Equipment Expenses**

**Direct Client Expenses**

**III. Operating Capital Outlay:**

FY 2025-2026 City Grant Proposal Term Sheet

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**Grant Recipient:** Mission House, Inc. (“Mission House” or “Recipient”)

**Program Name:** Mission House Clinic Program (Duval County Safety Net Collaboration) (the “Program”)

**City Funding Request:** \$166,666.66

**Contract/Grant Term:** October 1, 2025 – September 30, 2026

**Any substantial change to this FY 2025-2026 City Grant Proposal Term Sheet (the “Term Sheet”) or a budget change not within 10% of the attached Program budget line-items will require City Council approval.**

**PROGRAM OVERVIEW:**

**Program Description:** Mission House is one of the only six completely free clinics in Northeast Florida’s free and charitable clinic network that provides primary medical care, including prescriptions, completely free of charge. In FY 2024, we served 330 unique patients at 1,100 clinic visits, all who have no health insurance, are within 200% of the federal poverty level, and may or may not be housed. These patients also often experience a multitude of co-occurring complex diagnoses resulting from the socio-economic circumstances in which they find themselves, making the work that we do in caring for these patients that much more imperative. Duval County has “roughly 86,274 adults between the ages of 19-65 being uninsured, according to the City of Jacksonville” (Get Covered Jax, 2024). While Get Covered Jax has made a significant impact in reducing overall uninsured status for Duval residents (a 34% decrease year over year), without Mission House’s Clinic Program, uninsured patients would rely on emergency room services across the county. This scenario increases undue stress by giving patients huge medical bills they likely will never be able to pay, and straining hospital and community resources. Additionally, many of our patients also often have to make difficult choices between food or medicine, or choosing to go to work while sick or seeing a doctor. Mission House has served patients likes this for the last twenty-five years, providing the “safety-net”; access to free primary and specialty medical care.

**The Program Goals and Objectives:** Mission House’s Clinic Program services are targeted toward providing free primary care and prescriptions to uninsured, housed or unhoused, adults in Duval County with income of 200% of the federal poverty level.

**Mission House’s Clinic Program goals and objectives are as follows:**

1. Increase patient visit days to three days per week or increase availability through increased hours on non-clinic days (example, maintain access to another 4-hour clinic on Friday)
2. Increase number of new patients enrolled by 20%: Increase annual patients served goal from 250 to 300 unduplicated individuals.
3. Maintain 1,000 clinic patient visits per year.
4. Improve health outcomes for patients by providing access to free prescription medications.

The Mission House Clinic is increasing our goal for the number of patients we are able to serve, through this funding, by 20% (from 250 to 300 unduplicated individuals served) in FY2025-26, as well as increase the number of days we see patients to three days or more per week or increase availability and access by adding another 4-hour clinic, all in an effort to improve the health outcomes of our patients.

We are anticipating serving 300 unduplicated individuals, of which, on average, will be composed of 60% male and 40% female clients; 70% will be Hispanic, 25% white, 5% various other races and ethnicities. The anticipated

age of the clients served will be comprised of approximately 300 patients will be between the ages of 35 and 55, with 75 patients over the age of 55, and 50 patients under the age of 35. A majority of our patients have zero or extremely low income.

**The requested funds from the City of Jacksonville, will be utilized for programmatic expenses.** Refer to the Program Scope of Work and Deliverables section below and the attached Program budget for more specifics.

## **PROGRAM SCOPE OF WORK AND DELIVERABLES:**

### **List of Activities/Description of Program:**

Mission House's Clinic Program will utilize the funds awarded from COJ to ensure the full operational capacity of the Program and attainment of expansion goals and objectives. Requested City funds will cover areas of funding related to the salaried positions (all prorated) of Executive Director, Physician's Assistant, Clinic Director, Clinic Care Coordinator, Director of Grants and Development and Administrative Coordinator. Direct operational expenses include office supplies for the clinic such as paper, pens, chart folders, etc. A prorated portion of the utility bill (water, power, sewer and garbage) and a prorated portion of the offsite accounting services (not audit) are also included in the Program budget to be funded using City dollars. The Program budget also includes direct expenses for patients, included but not limited to test strips, covid and flu rapid tests, scopes for examination and other medical supplies as necessary to perform the functions of the clinic. Transportation for patients to the clinic lacking reliable transportation has also been included, as well as a prorated amount towards patient medicine provided free of charge to the patients from our on-site medical room. ***\*Refer to submitted budget for specific costs and funding requests.***

**The specific activities will be provided to the targeted population as follows (Note: *All services rendered are under the supervision of a Board-Certified Physician*):**

- **Internal medicine:** Services rendered specialize in adult medicine, and are specially trained to solve diagnostic problems, manage severe long-term illnesses, and help patients with multiple, complex chronic conditions.
- **Diagnosis and treatment of illness:** Determination, interpretation and treatment protocols and activities occur. Further assessment of any conditions noted during a screening and the provision of any medically necessary treatment services.
- **Management of chronic illnesses such as asthma, diabetes, and high blood pressure:** Chronic disease management involves managing the symptoms of a long-term disease, thereby allowing patients to have a better quality of life. Through managing the client's chronic disease, our medical interventions can help slow down the progression of the client's disease and help control the symptoms.
- **Referrals to specialist services through We Care Jacksonville:** Linkage and coordination of services with Medical Specialists as identified during health screenings.
- **Free Prescriptions:** Mission House Clinic, through our partnership with various sources, is able to provide many prescriptions for free for our patients on the same day as their visit. Medication is dispensed by a licensed pharmacist.

## **PROGRAM COSTS/PAYMENT TERMS:**

Total cost to operate the Program: \$679,594.00

### **Mission House has secured the following outside funding for FY 24/25 for the clinic:**

- Florida Association of Free and Charitable Clinics – \$70,000
- Mayo Clinic Jacksonville – \$72,000
- State of Florida Appropriation – \$101,000 for Clinic mental health-specific staff

All other funding for Mission House Clinic budget will be provided by Mission House general fund through fundraising, donations and general community support for the agency and the clinic Program.

## **PROGRAM IMPACT & REPORTING:**

**(i) Description of how Program goals and objectives will be attained:** The goals and objectives will be attained through completed medical service delivery and documentation of services. To ensure accurate measurement and reporting, Mission House utilizes Athenahealth software to track service delivery and demographics served. This software is a healthcare technology that also offers tools for patient engagement, population health management, and care coordination. Our Clinic Director, Medical Assistants, and Clinic Care Coordinator will schedule and do intake for all new and recurring patients. The Clinic Director also finalizes all schedules and provides referrals to We Care Jacksonville and outside agencies. Patients will be seen by either volunteer physicians from Mayo Clinic or by our full-time physician's assistant. The Administrative Coordinator (AC) greets all patients at the reception area and answers any questions they may have while they are waiting for medical services to begin during our clinic times. The AC also supports the clinic team through answering telephone calls regarding the clinic and helping with any clarifications needed when patients arrive for medical services. The Executive Director (ED) and Director of Grants and Development (DGD) are both responsible for the overall management of the agency, each dedicating 30% of their time to managing the clinical team, reporting requirements regarding the clinic, along with human resource and payroll processing for the clinical portion of Mission House. The ED and DGD along with Clinic Director also attends medical meetings, does outreach and development and advocates for clinical services and expansion to outside key stakeholders. Mission House also works with other non-profit providers to maximize our overall impact in improving the medical conditions of the most vulnerable populations within our community. We have excellent partnerships with We Care Jacksonville, Vision Is Priceless, Mayo Clinic, and Baptist Health, all of which help us to connect our patients to the medical care they need outside of our scope of services.

**(ii) Program Achievements last year:** In FY 2024, our agency served 330 unique individual patients through 1,100 clinical visits. Mission House provided 3,649 (valued at over \$750,000) prescription medications in FY 2024.

**(iii) Residents to be served and projected Program impact:** In FY 2024, we provided 1,100 clinic visits to over 300 unduplicated individuals, all who have no health insurance, are within 200% of the federal poverty level, and may or may not be housed. Through our services we are reducing the demand on emergency room services and the tax paying community by \$2,954,600 annually (*\$2,686 estimated cost saving per client x 1100 clinic visits in FY2024*). The anticipated number of patients to be served during this requested funding cycle is 300 unduplicated individuals. In addition, we anticipate maintaining 1,000 clinic visits year over year.

***Mission House will provide a quarterly report to the Mayor's Office Health Team as requested of number of residents served, diagnosis, and referrals from JaxCareConnect.***

## **ADDITIONAL GRANT REQUIREMENTS AND CONDITIONS:**

Recipient's expenditure of City funds for the Program and the provision of services shall be subject to Chapter 118, Parts 1 – 5 of the *Jacksonville Ordinance Code*, and the terms and conditions of any contract entered into between the City and Recipient. Recipient shall use the City funds for the Program in accordance with the City Council approved Term Sheet and Program budget. The City's Grant Administrator may amend this Term Sheet or the approved Program budget consistent with the Program's needs, provided that any substantial change to this Term Sheet or a budget change not within 10% of the attached Program budget line-items will require City Council approval.

FY 2026 City Grant Application  
Proposed Funding Period: FY 2025-2026

FY 2026 City Grant - Complete Program Budget Detail

Lead Agency: Mission House, Inc.

Program Name: Mission House Clinic/Duval County Safety  
Net Collaborative

Agency Fiscal Year: Jan 1 - Dec 31

| BUDGET                                                          |                                           |                                            |                                               |                     |                                  |                                         |                                   |                                  |
|-----------------------------------------------------------------|-------------------------------------------|--------------------------------------------|-----------------------------------------------|---------------------|----------------------------------|-----------------------------------------|-----------------------------------|----------------------------------|
| Categories and Line Items                                       | Prior Year<br>Prg Funding<br>FY 2023-2024 | Current Year<br>Prg Budget<br>FY 2024-2025 | Total Est. Cost<br>of Program<br>FY 2025-2026 | Agency              |                                  | City of<br>Jacksonville<br>(City Grant) | Funding Partners                  |                                  |
|                                                                 |                                           |                                            |                                               | Provided<br>Funding | All Other<br>Program<br>Revenues |                                         | Federal/ State &<br>Other Funding | Private<br>Foundation<br>Funding |
| <b>I. Employee Compensation</b>                                 |                                           |                                            |                                               |                     |                                  |                                         |                                   |                                  |
| <b>Personnel - 01201 (list Job Title or Positions no names)</b> |                                           |                                            |                                               |                     |                                  |                                         |                                   |                                  |
| 1 Executive Director                                            | \$0.00                                    | \$107,000.00                               | \$118,000.00                                  | \$79,060.00         | \$0.00                           | \$38,940.00                             | \$0.00                            | \$0.00                           |
| 2 Director of Grants and Development                            | \$0.00                                    | \$72,000.00                                | \$72,500.00                                   | \$48,575.00         | \$0.00                           | \$23,925.00                             | \$0.00                            | \$0.00                           |
| 3 Clinic Director                                               | \$0.00                                    | \$62,000.00                                | \$63,000.00                                   | \$42,210.00         | \$0.00                           | \$20,790.00                             | \$0.00                            | \$0.00                           |
| 4 Physician Assistant                                           | \$0.00                                    | \$93,000.00                                | \$95,000.00                                   | \$64,310.00         | \$0.00                           | \$30,690.00                             | \$0.00                            | \$0.00                           |
| 5 Administrative Coordinator                                    | \$0.00                                    | \$38,000.00                                | \$38,000.00                                   | \$19,000.00         | \$0.00                           | \$19,000.00                             | \$0.00                            | \$0.00                           |
| 6 Medical Assistants                                            | \$0.00                                    | \$0.00                                     | \$64,208.00                                   | \$39,208.00         | \$0.00                           | \$0.00                                  | \$0.00                            | \$25,000.00                      |
| 7 Clinic Care Coordinator                                       | \$0.00                                    | \$0.00                                     | \$12,000.00                                   | \$2,840.00          | \$0.00                           | \$2,160.00                              | \$0.00                            | \$7,000.00                       |
| 8                                                               | \$0.00                                    | \$0.00                                     | \$0.00                                        | \$0.00              | \$0.00                           | \$0.00                                  | \$0.00                            | \$0.00                           |
| 9                                                               | \$0.00                                    | \$0.00                                     | \$0.00                                        | \$0.00              | \$0.00                           | \$0.00                                  | \$0.00                            | \$0.00                           |
| 10                                                              | \$0.00                                    | \$0.00                                     | \$0.00                                        | \$0.00              | \$0.00                           | \$0.00                                  | \$0.00                            | \$0.00                           |
| 11                                                              | \$0.00                                    | \$0.00                                     | \$0.00                                        | \$0.00              | \$0.00                           | \$0.00                                  | \$0.00                            | \$0.00                           |
| 12                                                              | \$0.00                                    | \$0.00                                     | \$0.00                                        | \$0.00              | \$0.00                           | \$0.00                                  | \$0.00                            | \$0.00                           |
| 13                                                              | \$0.00                                    | \$0.00                                     | \$0.00                                        | \$0.00              | \$0.00                           | \$0.00                                  | \$0.00                            | \$0.00                           |
| 14                                                              | \$0.00                                    | \$0.00                                     | \$0.00                                        | \$0.00              | \$0.00                           | \$0.00                                  | \$0.00                            | \$0.00                           |
| 15                                                              | \$0.00                                    | \$0.00                                     | \$0.00                                        | \$0.00              | \$0.00                           | \$0.00                                  | \$0.00                            | \$0.00                           |
| 16                                                              | \$0.00                                    | \$0.00                                     | \$0.00                                        | \$0.00              | \$0.00                           | \$0.00                                  | \$0.00                            | \$0.00                           |
| 17                                                              | \$0.00                                    | \$0.00                                     | \$0.00                                        | \$0.00              | \$0.00                           | \$0.00                                  | \$0.00                            | \$0.00                           |
| 18                                                              | \$0.00                                    | \$0.00                                     | \$0.00                                        | \$0.00              | \$0.00                           | \$0.00                                  | \$0.00                            | \$0.00                           |
| 19                                                              | \$0.00                                    | \$0.00                                     | \$0.00                                        | \$0.00              | \$0.00                           | \$0.00                                  | \$0.00                            | \$0.00                           |
| 20                                                              | \$0.00                                    | \$0.00                                     | \$0.00                                        | \$0.00              | \$0.00                           | \$0.00                                  | \$0.00                            | \$0.00                           |
| 21                                                              | \$0.00                                    | \$0.00                                     | \$0.00                                        | \$0.00              | \$0.00                           | \$0.00                                  | \$0.00                            | \$0.00                           |
| 22                                                              | \$0.00                                    | \$0.00                                     | \$0.00                                        | \$0.00              | \$0.00                           | \$0.00                                  | \$0.00                            | \$0.00                           |
| 23                                                              | \$0.00                                    | \$0.00                                     | \$0.00                                        | \$0.00              | \$0.00                           | \$0.00                                  | \$0.00                            | \$0.00                           |
| 24                                                              | \$0.00                                    | \$0.00                                     | \$0.00                                        | \$0.00              | \$0.00                           | \$0.00                                  | \$0.00                            | \$0.00                           |
| 25                                                              | \$0.00                                    | \$0.00                                     | \$0.00                                        | \$0.00              | \$0.00                           | \$0.00                                  | \$0.00                            | \$0.00                           |
| 26                                                              | \$0.00                                    | \$0.00                                     | \$0.00                                        | \$0.00              | \$0.00                           | \$0.00                                  | \$0.00                            | \$0.00                           |
| 27                                                              | \$0.00                                    | \$0.00                                     | \$0.00                                        | \$0.00              | \$0.00                           | \$0.00                                  | \$0.00                            | \$0.00                           |
| 28                                                              | \$0.00                                    | \$0.00                                     | \$0.00                                        | \$0.00              | \$0.00                           | \$0.00                                  | \$0.00                            | \$0.00                           |
| 29                                                              | \$0.00                                    | \$0.00                                     | \$0.00                                        | \$0.00              | \$0.00                           | \$0.00                                  | \$0.00                            | \$0.00                           |
| 30                                                              | \$0.00                                    | \$0.00                                     | \$0.00                                        | \$0.00              | \$0.00                           | \$0.00                                  | \$0.00                            | \$0.00                           |
| <b>Subtotal Employee Compensation</b>                           | <b>\$0.00</b>                             | <b>\$372,000.00</b>                        | <b>\$462,708.00</b>                           | <b>\$295,203.00</b> | <b>\$0.00</b>                    | <b>\$135,505.00</b>                     | <b>\$0.00</b>                     | <b>\$32,000.00</b>               |
| <b>Fringe Benefits</b>                                          |                                           |                                            |                                               |                     |                                  |                                         |                                   |                                  |
| Payroll Taxes - FICA & Med Tax - 02101                          | \$0.00                                    | \$24,112.80                                | \$29,567.00                                   | \$29,567.00         | \$0.00                           | \$0.00                                  | \$0.00                            | \$0.00                           |
| Health Insurance - 02304                                        | \$0.00                                    | \$24,000.00                                | \$24,000.00                                   | \$24,000.00         | \$0.00                           | \$0.00                                  | \$0.00                            | \$0.00                           |
| Retirement - 02201                                              | \$0.00                                    | \$0.00                                     | \$8,500.00                                    | \$8,500.00          | \$0.00                           | \$0.00                                  | \$0.00                            | \$0.00                           |
| Dental - 02301                                                  | \$0.00                                    | \$0.00                                     | \$0.00                                        | \$0.00              | \$0.00                           | \$0.00                                  | \$0.00                            | \$0.00                           |
| Life Insurance - 02303                                          | \$0.00                                    | \$0.00                                     | \$0.00                                        | \$0.00              | \$0.00                           | \$0.00                                  | \$0.00                            | \$0.00                           |
| Workers Compensation - 02401                                    | \$0.00                                    | \$5,000.00                                 | \$5,000.00                                    | \$5,000.00          | \$0.00                           | \$0.00                                  | \$0.00                            | \$0.00                           |
| Unemployment Taxes - 02501                                      | \$0.00                                    | \$3,000.00                                 | \$3,000.00                                    | \$3,000.00          | \$0.00                           | \$0.00                                  | \$0.00                            | \$0.00                           |
| Other Benefits - (Please describe)                              | \$0.00                                    | \$0.00                                     | \$0.00                                        | \$0.00              | \$0.00                           | \$0.00                                  | \$0.00                            | \$0.00                           |
| <b>Subtotal Taxes and Benefits</b>                              | <b>\$0.00</b>                             | <b>\$56,112.80</b>                         | <b>\$70,067.00</b>                            | <b>\$70,067.00</b>  | <b>\$0.00</b>                    | <b>\$0.00</b>                           | <b>\$0.00</b>                     | <b>\$0.00</b>                    |
| <b>Total Employee Compensation</b>                              | <b>\$0.00</b>                             | <b>\$428,112.80</b>                        | <b>\$532,775.00</b>                           | <b>\$365,270.00</b> | <b>\$0.00</b>                    | <b>\$135,505.00</b>                     | <b>\$0.00</b>                     | <b>\$32,000.00</b>               |
| <b>II. Operating Expenses</b>                                   |                                           |                                            |                                               |                     |                                  |                                         |                                   |                                  |
| <b>Occupancy Expenses</b>                                       |                                           |                                            |                                               |                     |                                  |                                         |                                   |                                  |
| Rent - Occupancy -04408                                         | \$0.00                                    | \$0.00                                     | \$0.00                                        | \$0.00              | \$0.00                           | \$0.00                                  | \$0.00                            | \$0.00                           |
| Telephone - 04181                                               | \$0.00                                    | \$0.00                                     | \$4,500.00                                    | \$4,500.00          | \$0.00                           | \$0.00                                  | \$0.00                            | \$0.00                           |
| Utilities - 04301                                               | \$0.00                                    | \$27,000.00                                | \$26,000.00                                   | \$13,000.00         | \$0.00                           | \$13,000.00                             | \$0.00                            | \$0.00                           |
| Maintenance and Repairs - 04603                                 | \$0.00                                    | \$6,250.00                                 | \$9,000.00                                    | \$9,000.00          | \$0.00                           | \$0.00                                  | \$0.00                            | \$0.00                           |
| Insurance Property & General Liability - 04502                  | \$0.00                                    | \$6,000.00                                 | \$12,600.00                                   | \$12,600.00         | \$0.00                           | \$0.00                                  | \$0.00                            | \$0.00                           |
| Other - (Please describe)                                       | \$0.00                                    | \$0.00                                     | \$0.00                                        | \$0.00              | \$0.00                           | \$0.00                                  | \$0.00                            | \$0.00                           |
| <b>Office Expenses</b>                                          |                                           |                                            |                                               |                     |                                  |                                         |                                   |                                  |
| Office and Other Supplies - 05101                               | \$0.00                                    | \$5,000.00                                 | \$2,600.00                                    | \$2,100.00          | \$0.00                           | \$500.00                                | \$0.00                            | \$0.00                           |
| Postage - 04101                                                 | \$0.00                                    | \$0.00                                     | \$0.00                                        | \$0.00              | \$0.00                           | \$0.00                                  | \$0.00                            | \$0.00                           |
| Printing and Advertising - 04801                                | \$0.00                                    | \$0.00                                     | \$0.00                                        | \$0.00              | \$0.00                           | \$0.00                                  | \$0.00                            | \$0.00                           |
| Publications - 05216                                            | \$0.00                                    | \$0.00                                     | \$0.00                                        | \$0.00              | \$0.00                           | \$0.00                                  | \$0.00                            | \$0.00                           |
| Staff Training - 05401                                          | \$0.00                                    | \$0.00                                     | \$0.00                                        | \$0.00              | \$0.00                           | \$0.00                                  | \$0.00                            | \$0.00                           |
| Directors & Officers - Insurance - 04501                        | \$0.00                                    | \$0.00                                     | \$1,200.00                                    | \$1,200.00          | \$0.00                           | \$0.00                                  | \$0.00                            | \$0.00                           |
| Professional Fees & Services (not audit) - 03410                | \$0.00                                    | \$0.00                                     | \$44,360.00                                   | \$37,700.00         | \$0.00                           | \$6,660.00                              | \$0.00                            | \$0.00                           |
| Background Screening - 04938                                    | \$0.00                                    | \$0.00                                     | \$2,400.00                                    | \$2,400.00          | \$0.00                           | \$0.00                                  | \$0.00                            | \$0.00                           |
| Other - Equipment under \$1,000 - 06403                         | \$0.00                                    | \$0.00                                     | \$0.00                                        | \$0.00              | \$0.00                           | \$0.00                                  | \$0.00                            | \$0.00                           |
| Other - (Please describe)                                       | \$0.00                                    | \$0.00                                     | \$0.00                                        | \$0.00              | \$0.00                           | \$0.00                                  | \$0.00                            | \$0.00                           |
| <b>Travel Expenses</b>                                          |                                           |                                            |                                               |                     |                                  |                                         |                                   |                                  |
| Local Mileage - 04021                                           | \$0.00                                    | \$0.00                                     | \$0.00                                        | \$0.00              | \$0.00                           | \$0.00                                  | \$0.00                            | \$0.00                           |
| Parking & Tools - 04028                                         | \$0.00                                    | \$0.00                                     | \$0.00                                        | \$0.00              | \$0.00                           | \$0.00                                  | \$0.00                            | \$0.00                           |
| <b>Equipment Expenses</b>                                       |                                           |                                            |                                               |                     |                                  |                                         |                                   |                                  |
| Rental & Leases - Equipment - 04402                             | \$0.00                                    | \$0.00                                     | \$0.00                                        | \$0.00              | \$0.00                           | \$0.00                                  | \$0.00                            | \$0.00                           |
| Vehicle Fuel and Maintenance - 04216                            | \$0.00                                    | \$0.00                                     | \$0.00                                        | \$0.00              | \$0.00                           | \$0.00                                  | \$0.00                            | \$0.00                           |
| Vehicle Insurance - 04502                                       | \$0.00                                    | \$0.00                                     | \$0.00                                        | \$0.00              | \$0.00                           | \$0.00                                  | \$0.00                            | \$0.00                           |
| Other - (Please describe)                                       | \$0.00                                    | \$0.00                                     | \$0.00                                        | \$0.00              | \$0.00                           | \$0.00                                  | \$0.00                            | \$0.00                           |
| <b>Direct Client Expenses - 08301</b>                           |                                           |                                            |                                               |                     |                                  |                                         |                                   |                                  |
| Client Rent                                                     | \$0.00                                    | \$0.00                                     | \$0.00                                        | \$0.00              | \$0.00                           | \$0.00                                  | \$0.00                            | \$0.00                           |
| Client Utilities                                                | \$0.00                                    | \$0.00                                     | \$0.00                                        | \$0.00              | \$0.00                           | \$0.00                                  | \$0.00                            | \$0.00                           |
| Client Food                                                     | \$0.00                                    | \$0.00                                     | \$0.00                                        | \$0.00              | \$0.00                           | \$0.00                                  | \$0.00                            | \$0.00                           |
| Client Medical                                                  | \$0.00                                    | \$12,000.00                                | \$8,859.00                                    | \$7,857.34          | \$0.00                           | \$1,001.66                              | \$0.00                            | \$0.00                           |
| Client Educational                                              | \$0.00                                    | \$0.00                                     | \$0.00                                        | \$0.00              | \$0.00                           | \$0.00                                  | \$0.00                            | \$0.00                           |
| Client Personal                                                 | \$0.00                                    | \$0.00                                     | \$0.00                                        | \$0.00              | \$0.00                           | \$0.00                                  | \$0.00                            | \$0.00                           |
| Client Other (patient medication)                               | \$0.00                                    | \$0.00                                     | \$28,800.00                                   | \$21,300.00         | \$0.00                           | \$7,500.00                              | \$0.00                            | \$0.00                           |
| Client Other (Transportation to Clinic Visits)                  | \$0.00                                    | \$0.00                                     | \$6,500.00                                    | \$4,000.00          | \$0.00                           | \$2,500.00                              | \$0.00                            | \$0.00                           |
| <b>Total Operating Expenses</b>                                 | <b>\$0.00</b>                             | <b>\$56,250.00</b>                         | <b>\$146,819.00</b>                           | <b>\$115,657.34</b> | <b>\$0.00</b>                    | <b>\$31,161.66</b>                      | <b>\$0.00</b>                     | <b>\$0.00</b>                    |
| <b>III. Operating Capital Outlay (OVER \$1,000)</b>             |                                           |                                            |                                               |                     |                                  |                                         |                                   |                                  |
| Machinery & Equipment - 06402                                   | \$0.00                                    | \$0.00                                     | \$0.00                                        | \$0.00              | \$0.00                           | \$0.00                                  | \$0.00                            | \$0.00                           |
| Computers & Software - 06427                                    | \$0.00                                    | \$0.00                                     | \$0.00                                        | \$0.00              | \$0.00                           | \$0.00                                  | \$0.00                            | \$0.00                           |
| Other - (Please describe)                                       | \$0.00                                    | \$0.00                                     | \$0.00                                        | \$0.00              | \$0.00                           | \$0.00                                  | \$0.00                            | \$0.00                           |
| <b>Total Capital Outlay</b>                                     | <b>\$0.00</b>                             | <b>\$0.00</b>                              | <b>\$0.00</b>                                 | <b>\$0.00</b>       | <b>\$0.00</b>                    | <b>\$0.00</b>                           | <b>\$0.00</b>                     | <b>\$0.00</b>                    |
| <b>Direct Expenses Total</b>                                    | <b>\$0.00</b>                             | <b>\$484,362.80</b>                        | <b>\$679,594.00</b>                           | <b>\$480,927.34</b> | <b>\$0.00</b>                    | <b>\$166,666.66</b>                     | <b>\$0.00</b>                     | <b>\$32,000.00</b>               |
| <b>Percent of Budget</b>                                        | <b>-</b>                                  | <b>-</b>                                   | <b>100.0%</b>                                 | <b>70.8%</b>        | <b>0.0%</b>                      | <b>24.5%</b>                            | <b>0.0%</b>                       | <b>4.7%</b>                      |

Last Modified: 06/16/2025

All City Grant Items listed must be included in the narrative section of the budget.

**Budget Narrative for Selected Items of Cost  
FY 2026 City Grant Application  
Program Budget Narrative (Max. 2 Pages)  
Proposed Funding Period: FY 2025-2026  
COJ Funding Only**

**Agency: Mission House, Inc.**

**Program Name: Mission House Clinic/Duval  
County Safety Net Collaboration**

**EXPENSES:** Please provide narrative description for all categories listed below for which you are seeking City Funding Only.

We have included those required elements in the spaces below. See instructions when listing personnel expenses.

Please feel free to add additional lines as necessary to provide explanations using the line insert feature.

**I. Employee Compensation** - (not related to costs of the office of the governor of a state or the chief executive of a political subdivision)

**Salary & Wages**

|                          |                          |              |      |              |
|--------------------------|--------------------------|--------------|------|--------------|
| Executive Director       | 1 FTE (40 hours/wk)      | \$118,000.00 | 0.33 | \$38,940.00  |
| Grants and Dev. Director | 1 FTE (40 hours/wk)      | \$72,500.00  | 0.33 | \$23,925.00  |
| Clinic Director          | 1 FTE (40 hours/wk)      | \$63,000.00  | 0.33 | \$20,790.00  |
| Physician Assistant      | 1 FTE (40 hours/wk)      | \$93,000.00  | 0.33 | \$30,690.00  |
| Admin Assistant          | 1 FTE (40 hours/wk)      | \$38,000.00  | 0.5  | \$19,000.00  |
| Clinic Care Coordinator  | .375 FTE (15 hours/week) | \$12,000.00  | 0.18 | \$2,160.00   |
|                          |                          |              |      | \$135,505.00 |

**Payroll Taxes & Benefits**

**II. Operating Expenses**

**Occupancy Expenses**

|           |                     |             |     |             |
|-----------|---------------------|-------------|-----|-------------|
| Utilities | Power, water, trash | \$26,000.00 | 0.5 | \$13,000.00 |
|-----------|---------------------|-------------|-----|-------------|

**Office Expenses**

|                           |                                                               |             |  |            |
|---------------------------|---------------------------------------------------------------|-------------|--|------------|
| Office and other supplies | paper, pens, folders, etc.                                    | \$2,600.00  |  | \$500.00   |
|                           | offsite accounting services, other operational services (only |             |  |            |
| Professional fees         | billing for prorated accounting services)                     | \$43,700.00 |  | \$6,660.00 |
|                           |                                                               |             |  | \$7,160.00 |

**Travel Expenses - not related to entertainment expenses**

**Equipment Expenses**

**Direct Client Expenses**

|                                |                                                                |             |  |             |
|--------------------------------|----------------------------------------------------------------|-------------|--|-------------|
|                                | scopes, medical tests (flu, covid etc.), speculums, wound care |             |  |             |
| Client Medical Supplies        | etc.                                                           | \$8,859.00  |  | \$1,001.66  |
| Client Other (Medication)      | client medication for pharmacy                                 | \$28,800.00 |  | \$7,500.00  |
| Client Other (Transportation t | Lyft and Uber rides for patients who have no transportation    | \$6,500.00  |  | \$2,500.00  |
|                                |                                                                |             |  | \$11,001.66 |

\$166,666.66

**III. Operating Capital Outlay:**

# **I.M. SULZBACHER CENTER FOR THE HOMELESS, INC. – Duval County Safety Net Collaboration**

## **FY 2025-2026 City Grant Proposal Term Sheet**

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**Grant Recipient:** I.M. Sulzbacher Center for the Homeless, Inc. (“Sulzbacher” or “Recipient”)

**Program Name:** Duval County Safety Net Collaboration (“DCSNC” or the “Program”)

**City Funding Requests:** \$166,223.52

**Contract/Grant Term:** October 1, 2025 – September 30, 2026

**Any substantial change to this FY 2025-2026 City Grant Proposal Term Sheet (the “Term Sheet”) or a budget change not within 10% of the attached Program budget line-items will require City Council approval.**

### **PROGRAM OVERVIEW:**

The Duval County Safety Net Collaboration (DCSNC) collaborative formed the JaxCareConnect initiative to ensure every resident of Duval County has access to high-quality, comprehensive healthcare – regardless of insurance status or ability to pay.

DCSNC Goal: Improve access to health care for uninsured and under-resourced neighbors by providing connection to care while removing barriers to accessing a primary care medical home for uninsured neighbors living at or below 250% of the Federal Poverty Level in Duval County. FY 25-26 City funding will cover programmatic operating expenses.

As a Federally Qualified Health Center (FQHC), Sulzbacher’s goal of providing quality comprehensive health services to those in need regardless of insurance status or ability to pay is clearly aligned with the DCSNC mission. Sulzbacher’s service array includes primary health care, dental care, vision screening, mental health counseling and treatment, and substance abuse treatment. Sulzbacher has been providing health services to the homeless and disenfranchised in Jacksonville since 1995. Sulzbacher has three clinic locations in downtown Jacksonville, in Jacksonville Beach, and in the Brentwood community, as well as mobile outreach teams. This Program will greatly expand health services in Jacksonville by enhancing Sulzbacher’s ability to assess care needs, determine patient eligibility, and make referrals to the most appropriate primary care or specialty care provider in line with patient needs. This funding will cover programmatic expenses related to direct patient services.

### **PROGRAM SCOPE OF WORK AND DELIVERABLES:**

Through this Program Sulzbacher will expand its efforts to enroll patients in insurance providers they may be eligible for, conduct assessments to determine patient care needs and determine the appropriate care provider, providing both direct care and linkage to specialty care as warranted.

The Medical Eligibility Coordinator screen and enroll patients into various insurance programs. This person educates patients on various insurances based on their qualifications, assist patients and families with enrollment paperwork, and conducts patient follow up.

The Case Manager will assist in linking clinic patients to other services they may need, ensuring and assist clients in obtaining additional services they may require outside of the immediate medical sphere, such as enrollment in SSI/SSDI benefits, TANF, housing, entry into an ALF, etc.

The Dental Front Office Coordinator is the first point of contact for patients, handles scheduling, insurance, and financial matters, maintain patient records, and ensure smooth daily operations and a positive patient experience.

The Patient Services Coordinator will pre-screen patients for procedures and specialized care from physicians. This includes booking and referral management with providers both inside and outside of Sulzbacher, as appropriate.

**Objective 1:** Provide access to primary health care for a minimum of 500 uninsured and under-resourced neighbors within one year.

**Objective 2:** A minimum of 25% of clients assigned to a medical home at Sulzbacher will not only access primary care, but will also access mental health, substance use treatment, case management, dental care and/or optometry as applicable to improve overall health outcomes and non-emergency care.

**Objective 3:** Provide application support and guidance for 200 individuals to access healthcare services, whether internal to Sulzbacher or other sliding fee scale clinics, private or government sponsored healthcare.

**Objective 4:** Provide 200 patient referrals to other members of the DCSNC Program within one year.

#### **PROGRAM COSTS/PAYMENT TERMS:**

Staff working directly on the DCSNC Program to enhance health access and patient referral and care coordination to appropriate providers include an Eligibility Coordinator, a Case Manager, a Dental Front Desk Coordinator, and a Patient Services Coordinator. The Director of Dental Services and the Director of Medical Services will both devote time to Program oversight.

One (1) Eligibility Coordinator @ \$43,180.50 x 0.9 FTE = \$38,862.45.

One (1) Case Manager @ \$52,127.71 x 0.5 FTE = 26,063.86.

One (1) Dental Front Desk Coordinator @ \$35,672.00 x 0.8 FTE = \$28,537.60.

One (1) Patient Services Coordinator @ \$37,477.00 x 0.8 FTE = \$29,981.60.

One (1) Director of Dental Services @ \$110,047.39 x 0.03 FTE = \$3,301.42.

One (1) Director of Medical Services @ \$81,533.09 x 0.03 FTE = \$2,445.99

Benefits for the above positions = \$36,355.60. Additionally, \$675.00 will be spent on local travel expenses. Please see attached Budget Forms.

Other direct medical and dental services are covered by the Health Resources & Services Administration (HRSA) funding in the amount of \$3,514,368.

#### **PROGRAM IMPACT & REPORTING:**

The Director of Dental Services and Director of Medical Services will oversee the Program. They will measure results as compared to goals via reports from the AthenaHealth Electronic Health Record, reporting on patients assessed for insurances, number of referrals and number of patients referred internally or externally, and linkages to other services, such as SSI/SSDI, ALF, etc. Program progress, success, and barriers will be discussed during regular Health Services Team meetings.

In calendar year 2024, the Sulzbacher clinics provided primary care services to 3,104 patients, dental care to 2,710 patients, mental health care to 1,189 patients, vision screening to 572 patients, and enabling services (outreach, eligibility, medical case management, patient education) to 3,149 patients. Services were provided during 23,262 clinic visits during the 2024 calendar year.

## **ADDITIONAL GRANT REQUIREMENTS AND CONDITIONS:**

Recipient expenditure of City funds for the Program and the provision of services shall be subject to Chapter 118, Parts 1 – 5 of the *Jacksonville Ordinance Code*, and the terms and conditions of any contract entered between the City and Recipient. Recipient shall use the City funds for the Program in accordance with the City Council approved Term Sheet and Program budget. The City's Grant Administrator may amend this Term Sheet and the approved Program budget consistent with the Program needs, provided that any substantial change to this Term Sheet or a budget change not within 10% of the attached Program budget line-items will require City Council approval.

FY 2026 City Grant Application  
Proposed Funding Period: FY 2025-2026

FY 2026 City Grant - Complete Program Budget Detail

Lead Agency:  
I.M. Sulzbacher Center for the Homeless, Inc  
Program Name:  
Duval County Safety Net Collaboration

Agency Fiscal Year: Jul 1 - Jun 30

| Categories and Line Items                                       | BUDGET                                    |                                            |                                               |                               |                                  |                                         |                                                       |                                  |
|-----------------------------------------------------------------|-------------------------------------------|--------------------------------------------|-----------------------------------------------|-------------------------------|----------------------------------|-----------------------------------------|-------------------------------------------------------|----------------------------------|
|                                                                 | Prior Year<br>Prq Funding<br>FY 2023-2024 | Current Year<br>Prq Budget<br>FY 2024-2025 | Total Est. Cost<br>of Program<br>FY 2025-2026 | Agency<br>Provided<br>Funding | All Other<br>Program<br>Revenues | City of<br>Jacksonville<br>(City Grant) | Funding Partners<br>Federal/ State &<br>Other Funding | Private<br>Foundation<br>Funding |
| <b>I. Employee Compensation</b>                                 |                                           |                                            |                                               |                               |                                  |                                         |                                                       |                                  |
| <b>Personnel - 01201 (list Job Title or Positions no names)</b> |                                           |                                            |                                               |                               |                                  |                                         |                                                       |                                  |
| Eligibility Coordinator                                         | \$0.00                                    | \$39,045.76                                | \$38,862.45                                   | \$0.00                        | \$0.00                           | \$38,862.45                             | \$0.00                                                | \$0.00                           |
| Case Manager                                                    | \$0.00                                    | \$24,570.00                                | \$26,063.86                                   | \$0.00                        | \$0.00                           | \$26,063.86                             | \$0.00                                                | \$0.00                           |
| Dental Front Desk Coordinator                                   | \$0.00                                    | \$28,537.60                                | \$28,537.60                                   | \$0.00                        | \$0.00                           | \$28,537.60                             | \$0.00                                                | \$0.00                           |
| Patient Services Coordinator                                    | \$0.00                                    | \$28,537.60                                | \$29,981.60                                   | \$0.00                        | \$0.00                           | \$29,981.60                             | \$0.00                                                | \$0.00                           |
| Director of Dental Services                                     | \$0.00                                    | \$5,187.00                                 | \$3,301.42                                    | \$0.00                        | \$0.00                           | \$3,301.42                              | \$0.00                                                | \$0.00                           |
| Director of Medical Services                                    | \$0.00                                    | \$3,843.00                                 | \$2,445.99                                    | \$0.00                        | \$0.00                           | \$2,445.99                              | \$0.00                                                | \$0.00                           |
| 7                                                               | \$0.00                                    | \$0.00                                     | \$0.00                                        | \$0.00                        | \$0.00                           | \$0.00                                  | \$0.00                                                | \$0.00                           |
| 8                                                               | \$0.00                                    | \$0.00                                     | \$0.00                                        | \$0.00                        | \$0.00                           | \$0.00                                  | \$0.00                                                | \$0.00                           |
| 9                                                               | \$0.00                                    | \$0.00                                     | \$0.00                                        | \$0.00                        | \$0.00                           | \$0.00                                  | \$0.00                                                | \$0.00                           |
| 10                                                              | \$0.00                                    | \$0.00                                     | \$0.00                                        | \$0.00                        | \$0.00                           | \$0.00                                  | \$0.00                                                | \$0.00                           |
| 11                                                              | \$0.00                                    | \$0.00                                     | \$0.00                                        | \$0.00                        | \$0.00                           | \$0.00                                  | \$0.00                                                | \$0.00                           |
| 12                                                              | \$0.00                                    | \$0.00                                     | \$0.00                                        | \$0.00                        | \$0.00                           | \$0.00                                  | \$0.00                                                | \$0.00                           |
| 13                                                              | \$0.00                                    | \$0.00                                     | \$0.00                                        | \$0.00                        | \$0.00                           | \$0.00                                  | \$0.00                                                | \$0.00                           |
| 14                                                              | \$0.00                                    | \$0.00                                     | \$0.00                                        | \$0.00                        | \$0.00                           | \$0.00                                  | \$0.00                                                | \$0.00                           |
| 15                                                              | \$0.00                                    | \$0.00                                     | \$0.00                                        | \$0.00                        | \$0.00                           | \$0.00                                  | \$0.00                                                | \$0.00                           |
| 16                                                              | \$0.00                                    | \$0.00                                     | \$0.00                                        | \$0.00                        | \$0.00                           | \$0.00                                  | \$0.00                                                | \$0.00                           |
| 17                                                              | \$0.00                                    | \$0.00                                     | \$0.00                                        | \$0.00                        | \$0.00                           | \$0.00                                  | \$0.00                                                | \$0.00                           |
| 18                                                              | \$0.00                                    | \$0.00                                     | \$0.00                                        | \$0.00                        | \$0.00                           | \$0.00                                  | \$0.00                                                | \$0.00                           |
| 19                                                              | \$0.00                                    | \$0.00                                     | \$0.00                                        | \$0.00                        | \$0.00                           | \$0.00                                  | \$0.00                                                | \$0.00                           |
| 20                                                              | \$0.00                                    | \$0.00                                     | \$0.00                                        | \$0.00                        | \$0.00                           | \$0.00                                  | \$0.00                                                | \$0.00                           |
| 21                                                              | \$0.00                                    | \$0.00                                     | \$0.00                                        | \$0.00                        | \$0.00                           | \$0.00                                  | \$0.00                                                | \$0.00                           |
| 22                                                              | \$0.00                                    | \$0.00                                     | \$0.00                                        | \$0.00                        | \$0.00                           | \$0.00                                  | \$0.00                                                | \$0.00                           |
| 23                                                              | \$0.00                                    | \$0.00                                     | \$0.00                                        | \$0.00                        | \$0.00                           | \$0.00                                  | \$0.00                                                | \$0.00                           |
| 24                                                              | \$0.00                                    | \$0.00                                     | \$0.00                                        | \$0.00                        | \$0.00                           | \$0.00                                  | \$0.00                                                | \$0.00                           |
| 25                                                              | \$0.00                                    | \$0.00                                     | \$0.00                                        | \$0.00                        | \$0.00                           | \$0.00                                  | \$0.00                                                | \$0.00                           |
| 26                                                              | \$0.00                                    | \$0.00                                     | \$0.00                                        | \$0.00                        | \$0.00                           | \$0.00                                  | \$0.00                                                | \$0.00                           |
| 27                                                              | \$0.00                                    | \$0.00                                     | \$0.00                                        | \$0.00                        | \$0.00                           | \$0.00                                  | \$0.00                                                | \$0.00                           |
| 28                                                              | \$0.00                                    | \$0.00                                     | \$0.00                                        | \$0.00                        | \$0.00                           | \$0.00                                  | \$0.00                                                | \$0.00                           |
| 29                                                              | \$0.00                                    | \$0.00                                     | \$0.00                                        | \$0.00                        | \$0.00                           | \$0.00                                  | \$0.00                                                | \$0.00                           |
| 30                                                              | \$0.00                                    | \$0.00                                     | \$0.00                                        | \$0.00                        | \$0.00                           | \$0.00                                  | \$0.00                                                | \$0.00                           |
| <b>Subtotal Employee Compensation</b>                           | <b>\$0.00</b>                             | <b>\$129,720.96</b>                        | <b>\$129,192.92</b>                           | <b>\$0.00</b>                 | <b>\$0.00</b>                    | <b>\$129,192.92</b>                     | <b>\$0.00</b>                                         | <b>\$0.00</b>                    |
| <b>Fringe Benefits</b>                                          |                                           |                                            |                                               |                               |                                  |                                         |                                                       |                                  |
| Payroll Taxes - FICA & Med Tax - 02101                          | \$0.00                                    | \$9,923.65                                 | \$9,883.26                                    | \$0.00                        | \$0.00                           | \$9,883.26                              | \$0.00                                                | \$0.00                           |
| Health Insurance - 02304                                        | \$0.00                                    | \$22,363.89                                | \$23,526.03                                   | \$0.00                        | \$0.00                           | \$23,526.03                             | \$0.00                                                | \$0.00                           |
| Retirement - 02201                                              | \$0.00                                    | \$2,853.86                                 | \$2,946.31                                    | \$0.00                        | \$0.00                           | \$2,946.31                              | \$0.00                                                | \$0.00                           |
| Dental - 02301                                                  | \$0.00                                    | \$0.00                                     | \$0.00                                        | \$0.00                        | \$0.00                           | \$0.00                                  | \$0.00                                                | \$0.00                           |
| Life Insurance - 02303                                          | \$0.00                                    | \$0.00                                     | \$0.00                                        | \$0.00                        | \$0.00                           | \$0.00                                  | \$0.00                                                | \$0.00                           |
| Workers Compensation - 02401                                    | \$0.00                                    | \$0.00                                     | \$0.00                                        | \$0.00                        | \$0.00                           | \$0.00                                  | \$0.00                                                | \$0.00                           |
| Unemployment Taxes - 02501                                      | \$0.00                                    | \$0.00                                     | \$0.00                                        | \$0.00                        | \$0.00                           | \$0.00                                  | \$0.00                                                | \$0.00                           |
| Other Benefits - (Please describe)                              | \$0.00                                    | \$0.00                                     | \$0.00                                        | \$0.00                        | \$0.00                           | \$0.00                                  | \$0.00                                                | \$0.00                           |
| <b>Subtotal Taxes and Benefits</b>                              | <b>\$0.00</b>                             | <b>\$35,141.40</b>                         | <b>\$36,355.60</b>                            | <b>\$0.00</b>                 | <b>\$0.00</b>                    | <b>\$36,355.60</b>                      | <b>\$0.00</b>                                         | <b>\$0.00</b>                    |
| <b>Total Employee Compensation</b>                              | <b>\$0.00</b>                             | <b>\$164,862.36</b>                        | <b>\$165,548.52</b>                           | <b>\$0.00</b>                 | <b>\$0.00</b>                    | <b>\$165,548.52</b>                     | <b>\$0.00</b>                                         | <b>\$0.00</b>                    |
| <b>II. Operating Expenses</b>                                   |                                           |                                            |                                               |                               |                                  |                                         |                                                       |                                  |
| <b>Occupancy Expenses</b>                                       |                                           |                                            |                                               |                               |                                  |                                         |                                                       |                                  |
| Rent - Occupancy -04408                                         | \$0.00                                    | \$0.00                                     | \$0.00                                        | \$0.00                        | \$0.00                           | \$0.00                                  | \$0.00                                                | \$0.00                           |
| Telephone - 04181                                               | \$0.00                                    | \$0.00                                     | \$0.00                                        | \$0.00                        | \$0.00                           | \$0.00                                  | \$0.00                                                | \$0.00                           |
| Utilities - 04301                                               | \$0.00                                    | \$0.00                                     | \$0.00                                        | \$0.00                        | \$0.00                           | \$0.00                                  | \$0.00                                                | \$0.00                           |
| Maintenance and Repairs - 04603                                 | \$0.00                                    | \$0.00                                     | \$0.00                                        | \$0.00                        | \$0.00                           | \$0.00                                  | \$0.00                                                | \$0.00                           |
| Insurance Property & General Liability - 04502                  | \$0.00                                    | \$0.00                                     | \$0.00                                        | \$0.00                        | \$0.00                           | \$0.00                                  | \$0.00                                                | \$0.00                           |
| Other - (Please describe)                                       | \$0.00                                    | \$0.00                                     | \$0.00                                        | \$0.00                        | \$0.00                           | \$0.00                                  | \$0.00                                                | \$0.00                           |
| <b>Office Expenses</b>                                          |                                           |                                            |                                               |                               |                                  |                                         |                                                       |                                  |
| Office and Other Supplies - 05101                               | \$0.00                                    | \$250.00                                   | \$0.00                                        | \$0.00                        | \$0.00                           | \$0.00                                  | \$0.00                                                | \$0.00                           |
| Postage - 04101                                                 | \$0.00                                    | \$0.00                                     | \$0.00                                        | \$0.00                        | \$0.00                           | \$0.00                                  | \$0.00                                                | \$0.00                           |
| Printing and Advertising - 04801                                | \$0.00                                    | \$0.00                                     | \$0.00                                        | \$0.00                        | \$0.00                           | \$0.00                                  | \$0.00                                                | \$0.00                           |
| Publications - 05216                                            | \$0.00                                    | \$0.00                                     | \$0.00                                        | \$0.00                        | \$0.00                           | \$0.00                                  | \$0.00                                                | \$0.00                           |
| Staff Training - 05401                                          | \$0.00                                    | \$0.00                                     | \$0.00                                        | \$0.00                        | \$0.00                           | \$0.00                                  | \$0.00                                                | \$0.00                           |
| Directors & Officers - Insurance - 04501                        | \$0.00                                    | \$0.00                                     | \$0.00                                        | \$0.00                        | \$0.00                           | \$0.00                                  | \$0.00                                                | \$0.00                           |
| Professional Fees & Services (not audit) - 03410                | \$0.00                                    | \$0.00                                     | \$0.00                                        | \$0.00                        | \$0.00                           | \$0.00                                  | \$0.00                                                | \$0.00                           |
| Background Screening - 04938                                    | \$0.00                                    | \$0.00                                     | \$0.00                                        | \$0.00                        | \$0.00                           | \$0.00                                  | \$0.00                                                | \$0.00                           |
| Other - Equipment under \$1,000 - 06403                         | \$0.00                                    | \$0.00                                     | \$0.00                                        | \$0.00                        | \$0.00                           | \$0.00                                  | \$0.00                                                | \$0.00                           |
| Other - (Please describe)                                       | \$0.00                                    | \$0.00                                     | \$0.00                                        | \$0.00                        | \$0.00                           | \$0.00                                  | \$0.00                                                | \$0.00                           |
| <b>Travel Expenses</b>                                          |                                           |                                            |                                               |                               |                                  |                                         |                                                       |                                  |
| Local Mileage - 04021                                           | \$0.00                                    | \$1,111.16                                 | \$675.00                                      | \$0.00                        | \$0.00                           | \$675.00                                | \$0.00                                                | \$0.00                           |
| Parking & Tools - 04028                                         | \$0.00                                    | \$0.00                                     | \$0.00                                        | \$0.00                        | \$0.00                           | \$0.00                                  | \$0.00                                                | \$0.00                           |
| <b>Equipment Expenses</b>                                       |                                           |                                            |                                               |                               |                                  |                                         |                                                       |                                  |
| Rental & Leases - Equipment - 04402                             | \$0.00                                    | \$0.00                                     | \$0.00                                        | \$0.00                        | \$0.00                           | \$0.00                                  | \$0.00                                                | \$0.00                           |
| Vehicle Fuel and Maintenance - 04216                            | \$0.00                                    | \$0.00                                     | \$0.00                                        | \$0.00                        | \$0.00                           | \$0.00                                  | \$0.00                                                | \$0.00                           |
| Vehicle Insurance - 04502                                       | \$0.00                                    | \$0.00                                     | \$0.00                                        | \$0.00                        | \$0.00                           | \$0.00                                  | \$0.00                                                | \$0.00                           |
| Other - (Please describe)                                       | \$0.00                                    | \$0.00                                     | \$0.00                                        | \$0.00                        | \$0.00                           | \$0.00                                  | \$0.00                                                | \$0.00                           |
| <b>Direct Client Expenses - 08301</b>                           |                                           |                                            |                                               |                               |                                  |                                         |                                                       |                                  |
| Client Rent                                                     | \$0.00                                    | \$0.00                                     | \$0.00                                        | \$0.00                        | \$0.00                           | \$0.00                                  | \$0.00                                                | \$0.00                           |
| Client Utilities                                                | \$0.00                                    | \$0.00                                     | \$0.00                                        | \$0.00                        | \$0.00                           | \$0.00                                  | \$0.00                                                | \$0.00                           |
| Client Food                                                     | \$0.00                                    | \$0.00                                     | \$0.00                                        | \$0.00                        | \$0.00                           | \$0.00                                  | \$0.00                                                | \$0.00                           |
| Client Medical                                                  | \$0.00                                    | \$0.00                                     | \$0.00                                        | \$0.00                        | \$0.00                           | \$0.00                                  | \$0.00                                                | \$0.00                           |
| Client Educational                                              | \$0.00                                    | \$0.00                                     | \$0.00                                        | \$0.00                        | \$0.00                           | \$0.00                                  | \$0.00                                                | \$0.00                           |
| Client Personal                                                 | \$0.00                                    | \$0.00                                     | \$0.00                                        | \$0.00                        | \$0.00                           | \$0.00                                  | \$0.00                                                | \$0.00                           |
| Client Other (Please describe)                                  | \$0.00                                    | \$0.00                                     | \$0.00                                        | \$0.00                        | \$0.00                           | \$0.00                                  | \$0.00                                                | \$0.00                           |
| Client Other (Please describe)                                  | \$0.00                                    | \$0.00                                     | \$0.00                                        | \$0.00                        | \$0.00                           | \$0.00                                  | \$0.00                                                | \$0.00                           |
| <b>Total Operating Expenses</b>                                 | <b>\$0.00</b>                             | <b>\$1,361.16</b>                          | <b>\$675.00</b>                               | <b>\$0.00</b>                 | <b>\$0.00</b>                    | <b>\$675.00</b>                         | <b>\$0.00</b>                                         | <b>\$0.00</b>                    |
| <b>III. Operating Capital Outlay (OVER \$1,000)</b>             |                                           |                                            |                                               |                               |                                  |                                         |                                                       |                                  |
| Machinery & Equipment - 06402                                   | \$0.00                                    | \$0.00                                     | \$0.00                                        | \$0.00                        | \$0.00                           | \$0.00                                  | \$0.00                                                | \$0.00                           |
| Computers & Software - 06427                                    | \$0.00                                    | \$0.00                                     | \$0.00                                        | \$0.00                        | \$0.00                           | \$0.00                                  | \$0.00                                                | \$0.00                           |
| Other - (Please describe)                                       | \$0.00                                    | \$0.00                                     | \$0.00                                        | \$0.00                        | \$0.00                           | \$0.00                                  | \$0.00                                                | \$0.00                           |
| <b>Total Capital Outlay</b>                                     | <b>\$0.00</b>                             | <b>\$0.00</b>                              | <b>\$0.00</b>                                 | <b>\$0.00</b>                 | <b>\$0.00</b>                    | <b>\$0.00</b>                           | <b>\$0.00</b>                                         | <b>\$0.00</b>                    |
| <b>Direct Expenses Total</b>                                    | <b>\$0.00</b>                             | <b>\$166,223.52</b>                        | <b>\$166,223.52</b>                           | <b>\$0.00</b>                 | <b>\$0.00</b>                    | <b>\$166,223.52</b>                     | <b>\$0.00</b>                                         | <b>\$0.00</b>                    |
| <b>Percent of Budget</b>                                        | <b>-</b>                                  | <b>-</b>                                   | <b>100.0%</b>                                 | <b>0.0%</b>                   | <b>0.0%</b>                      | <b>100.0%</b>                           | <b>0.0%</b>                                           | <b>0.0%</b>                      |

Last Modified: 06/16/2025

All City Grant Items listed must be included in the narrative section of the budget.

**Budget Narrative for Selected Items of Cost**  
**FY 2026 City Grant Application**  
**Program Budget Narrative (Max. 2 Pages)**  
**Proposed Funding Period: FY 2025-2026**  
**COJ Funding Only**

**Agency:** I.M. Sulzbacher Center for the Homeless, Inc.

**Program Name:** Duval County Safety Net Collaboration

**EXPENSES:** Please provide narrative description for all categories listed below for which you are seeking **City Funding Only**.

We have included those required elements in the spaces below. See instructions when listing personnel expenses.

Please feel free to add additional lines as necessary to provide explanations using the line insert feature.

**I. Employee Compensation** - (not related to costs of the office of the governor of a state or the chief executive of a political subdivision)

**Salary & Wages**

|                               |                     |              |      |             |
|-------------------------------|---------------------|--------------|------|-------------|
| Eligibility Coordinator       | 1 FTE (40 hours/wk) | \$43,180.50  | 0.90 | \$38,862.45 |
| Case Manager                  | 1 FTE (40 hours/wk) | \$52,127.71  | 0.50 | \$26,063.86 |
| Dental Front Desk Coordinator | 1 FTE (40 hours/wk) | \$35,672.00  | 0.80 | \$28,537.60 |
| Patient Services Coordinator  | 1 FTE (40 hours/wk) | \$37,477.00  | 0.80 | \$29,981.60 |
| Director of Dental Services   | 1 FTE (40 hours/wk) | \$110,047.39 | 0.03 | \$3,301.42  |
| Director of Medical Services  | 1 FTE (40 hours/wk) | \$81,533.09  | 0.03 | \$2,445.99  |

**Payroll Taxes & Benefits**

|                                |        |             |
|--------------------------------|--------|-------------|
| Payroll Taxes - FICA & Med Tax | 7.65%  | \$9,883.26  |
| Health Insurance               | 18.21% | \$23,526.03 |
| Retirement                     | 2.28%  | \$2,946.31  |

**II. Operating Expenses**

**Occupancy Expenses**

**Office Expenses**

**Travel Expenses - not related to entertainment expenses** \$675.00

**Equipment Expenses**

**Direct Client Expenses**

**III. Operating Capital Outlay:**

**Volunteers in Medicine Jacksonville (VIMJAX) –**

**Program: Duval Safety Net Collaborative Partnership with Jax Care Connect**

**FY 2025-2026 City Grant Proposal Term Sheet**

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**Grant Recipient:** Volunteers in Medicine Jacksonville, Inc. (“VIM-Jax” or “Recipient”)

**Program Name:** Duval County Safety Net Collaborative partnership with JaxCareConnect (the “Program”)

**City Funding Request:** \$166,666.66

**Contract/Grant Term:** October 1, 2025 – September 30, 2026

**Any substantial change to this FY 2025-2026 City Grant Proposal Term Sheet (the “Term Sheet”) or a budget change not within 10% of the attached Program budget line-items will require City Council approval.**

**PROGRAM OVERVIEW:**

Volunteers in Medicine is a free clinic for the working uninsured in Jacksonville, Florida. As one of seven clinics in the Duval County Safety Net Collaborative, we serve as a critical access point for individuals who fall into the ALICE demographic—those who are Asset Limited, Income Constrained and Employed—and who are often ineligible for public assistance yet unable to afford private insurance. Each month, over 300 dedicated volunteers deliver a wide range of services, including primary care, 18 medical specialties, mental health counseling, cancer screenings, vision care, and free prescription medications. Our clinic functions as a medical home for patients, helping to reduce preventable emergency room visits and improve long-term health outcomes. With more than 100,000 uninsured residents in Jacksonville, the need for accessible, community-based healthcare continues to grow. Informed by the Critical Quality of Life Access to Care Report and in response to a broader decline in healthcare spending at the state and national levels, we are hopeful that the City of Jacksonville will recognize this need and provide funding to expand our services. We estimate we will serve an additional 15% or approximately an additional 151 individuals as a result of this funding for fiscal year 2025-2026. In addition, this will result in increased patient visits; last year we averaged about 4 visits per patient. The funding received will go to the delivery of services, transportation, marketing our services and providing all of the screenings, medications and doctors visits necessary to keep our patients healthy, working and out of expensive emergency rooms. Your investment in VIM-Jax will help ensure that our neighbors remain healthy, employed, and out of costly emergency departments, while strengthening the overall health infrastructure of our community.

**PROGRAM SCOPE OF WORK AND DELIVERABLES:**

City funding will directly support the delivery of essential healthcare services to Jacksonville’s working uninsured—keeping residents healthy, employed, and out of costly emergency rooms. Funds will cover a portion (15%) of salary for our Medical Director. Additional support will fund direct patient care expenses such as transportation, imaging, medications, screenings, and electronic medical records. Rent will also be partially funded to ensure a safe, efficient care environment and to accommodate the increase in patients expected. VIM-Jax will provide quarterly reports to the Mayor’s Office Health Team detailing patient volume, diagnoses, and referrals, ensuring transparency and measurable impact.

## **PROGRAM COSTS/PAYMENT TERMS:**

Volunteers in Medicine Jacksonville operates on an October–September fiscal year, with a current cost per patient visit of just \$297.17—a fraction of the cost of an emergency room visit. This year, we anticipate 6,000 patient visits, with an estimated 15% increase (606 additional visits) driven by our partnerships with JaxCareConnect and HealthLink Jax.

Thanks to our volunteer-powered model, we will deliver over \$4 million in healthcare services—without accepting any federal funds. Nearly two-thirds of our operational capacity comes from donated service hours by physicians, nurses, researchers, and support staff. If these patients sought care in emergency rooms instead, the cost to the system would exceed \$24 million.

We are proud to be supported by mission-aligned funders, including:

- Florida Association of Free and Charitable Clinics – \$235,000
- Baptist Health – \$75,000
- Jim Moran Foundation – \$120,000
- Riverside Hospital Foundation – \$50,000
- Delores Barr Weaver Endowment Fund – \$24,000 annually
- Plus, generous private donors and community events

With continued support from the City of Jacksonville, we can expand this high-impact, cost-effective model to serve even more residents in need—keeping them healthy, working, and out of crisis care.

## **PROGRAM IMPACT & REPORTING:**

Volunteers in Medicine Jacksonville uses eClinicalWorks, a robust electronic health record system, to track and report patient outcomes—including the number of individuals receiving physician visits, screenings, vision care, and counseling sessions. From October through June 30, we served 1,009 individuals across 5,793 visits, including 326 new patients.

With support from the City of Jacksonville, we project a 15% increase in patient volume, reaching an additional 161 individuals and generating approximately 606 more visits. These are not just numbers—they represent working residents who will stay healthy, avoid costly emergency care, and remain active contributors to our local economy. The ripple effects are profound: healthy individuals are more likely to maintain employment and housing, experience healthier pregnancies, raise thriving children, and avoid interactions with the criminal justice system. Your investment in this program is an investment in public health, economic stability, and community resilience.

## **ADDITIONAL GRANT REQUIREMENTS AND CONDITIONS:**

Recipient's expenditure of City funds for the Program and the provision of services shall be subject to Chapter 118, Parts 1 – 5 of the *Jacksonville Ordinance Code*, and the terms and conditions of any contract entered into between the City and Recipient. Recipient shall use the City funds for the Program in accordance with the City Council approved Term Sheet and Program budget. The City's Grant Administrator may amend this Term Sheet or the approved Program budget consistent with the Program's needs, provided that any substantial change to this Term Sheet or a budget change not within 10% of the attached Program budget line-items will require City Council approval.

FY 2026 City Grant Application  
Proposed Funding Period: FY 2025-2026

FY 2026 City Grant - Complete Program Budget Detail

Lead Agency: Volunteers in Medicine Jacksonville, Inc.

Program Name: Duval County Safety Net Collaboration (In partnership with JaxCareConnect) Agency Fiscal Year: October 1, 2025 - September 30, 2026

| BUDGET                                                                               |                                           |                                            |                                               |                               |                                  |                                         |                                   |                                  |
|--------------------------------------------------------------------------------------|-------------------------------------------|--------------------------------------------|-----------------------------------------------|-------------------------------|----------------------------------|-----------------------------------------|-----------------------------------|----------------------------------|
| Categories and Line Items                                                            | Prior Year<br>Prg Funding<br>FY 2023-2024 | Current Year<br>Prg Budget<br>FY 2024-2025 | Total Est. Cost<br>of Program<br>FY 2025-2026 | Agency<br>Provided<br>Funding | All Other<br>Program<br>Revenues | Funding Partners                        |                                   |                                  |
|                                                                                      |                                           |                                            |                                               |                               |                                  | City of<br>Jacksonville<br>(City Grant) | Federal/ State &<br>Other Funding | Private<br>Foundation<br>Funding |
| I. Employee Compensation                                                             |                                           |                                            |                                               |                               |                                  |                                         |                                   |                                  |
| Personnel - 01201 (list Job Title or Positions no names)                             |                                           |                                            |                                               |                               |                                  |                                         |                                   |                                  |
| 1 Medical Director                                                                   | \$91,400.00                               | \$91,400.00                                | \$91,400.00                                   | \$0.00                        | \$54,122.00                      | \$13,710.00                             | \$14,624.00                       | \$8,944.00                       |
| 2 Clinical Director                                                                  | \$69,600.00                               | \$95,000.00                                | \$95,000.00                                   | \$5,877.00                    | \$74,873.00                      | \$14,250.00                             | \$0.00                            | \$0.00                           |
| 3 Chief Operating Officer                                                            | \$83,604.00                               | \$100,000.00                               | \$100,000.00                                  | \$54,049.00                   | \$17,574.00                      | \$15,000.00                             | \$13,377.00                       | \$0.00                           |
| 4 Outreach Manager                                                                   | \$60,000.00                               | \$60,000.00                                | \$60,000.00                                   | \$30,566.00                   | \$0.00                           | \$20,000.00                             | \$9,434.00                        | \$0.00                           |
| 5 Clinical Manager                                                                   | \$43,680.00                               | \$70,000.00                                | \$70,000.00                                   | \$8,410.00                    | \$39,890.00                      | \$10,500.00                             | \$11,200.00                       | \$0.00                           |
| 6 Director of Volunteers                                                             | \$51,000.00                               | \$64,000.00                                | \$64,000.00                                   | \$28,412.00                   | \$16,388.00                      | \$9,600.00                              | \$9,600.00                        | \$0.00                           |
| 7                                                                                    | \$0.00                                    | \$0.00                                     | \$0.00                                        | \$0.00                        | \$0.00                           | \$0.00                                  | \$0.00                            | \$0.00                           |
| 8                                                                                    | \$0.00                                    | \$0.00                                     | \$0.00                                        | \$0.00                        | \$0.00                           | \$0.00                                  | \$0.00                            | \$0.00                           |
| 9                                                                                    | \$0.00                                    | \$0.00                                     | \$0.00                                        | \$0.00                        | \$0.00                           | \$0.00                                  | \$0.00                            | \$0.00                           |
| 10                                                                                   | \$0.00                                    | \$0.00                                     | \$0.00                                        | \$0.00                        | \$0.00                           | \$0.00                                  | \$0.00                            | \$0.00                           |
| 11                                                                                   | \$0.00                                    | \$0.00                                     | \$0.00                                        | \$0.00                        | \$0.00                           | \$0.00                                  | \$0.00                            | \$0.00                           |
| 12                                                                                   | \$0.00                                    | \$0.00                                     | \$0.00                                        | \$0.00                        | \$0.00                           | \$0.00                                  | \$0.00                            | \$0.00                           |
| 13                                                                                   | \$0.00                                    | \$0.00                                     | \$0.00                                        | \$0.00                        | \$0.00                           | \$0.00                                  | \$0.00                            | \$0.00                           |
| 14                                                                                   | \$0.00                                    | \$0.00                                     | \$0.00                                        | \$0.00                        | \$0.00                           | \$0.00                                  | \$0.00                            | \$0.00                           |
| 15                                                                                   | \$0.00                                    | \$0.00                                     | \$0.00                                        | \$0.00                        | \$0.00                           | \$0.00                                  | \$0.00                            | \$0.00                           |
| 16                                                                                   | \$0.00                                    | \$0.00                                     | \$0.00                                        | \$0.00                        | \$0.00                           | \$0.00                                  | \$0.00                            | \$0.00                           |
| 17                                                                                   | \$0.00                                    | \$0.00                                     | \$0.00                                        | \$0.00                        | \$0.00                           | \$0.00                                  | \$0.00                            | \$0.00                           |
| 18                                                                                   | \$0.00                                    | \$0.00                                     | \$0.00                                        | \$0.00                        | \$0.00                           | \$0.00                                  | \$0.00                            | \$0.00                           |
| 19                                                                                   | \$0.00                                    | \$0.00                                     | \$0.00                                        | \$0.00                        | \$0.00                           | \$0.00                                  | \$0.00                            | \$0.00                           |
| 20                                                                                   | \$0.00                                    | \$0.00                                     | \$0.00                                        | \$0.00                        | \$0.00                           | \$0.00                                  | \$0.00                            | \$0.00                           |
| 21                                                                                   | \$0.00                                    | \$0.00                                     | \$0.00                                        | \$0.00                        | \$0.00                           | \$0.00                                  | \$0.00                            | \$0.00                           |
| 22                                                                                   | \$0.00                                    | \$0.00                                     | \$0.00                                        | \$0.00                        | \$0.00                           | \$0.00                                  | \$0.00                            | \$0.00                           |
| 23                                                                                   | \$0.00                                    | \$0.00                                     | \$0.00                                        | \$0.00                        | \$0.00                           | \$0.00                                  | \$0.00                            | \$0.00                           |
| 24                                                                                   | \$0.00                                    | \$0.00                                     | \$0.00                                        | \$0.00                        | \$0.00                           | \$0.00                                  | \$0.00                            | \$0.00                           |
| 25                                                                                   | \$0.00                                    | \$0.00                                     | \$0.00                                        | \$0.00                        | \$0.00                           | \$0.00                                  | \$0.00                            | \$0.00                           |
| 26                                                                                   | \$0.00                                    | \$0.00                                     | \$0.00                                        | \$0.00                        | \$0.00                           | \$0.00                                  | \$0.00                            | \$0.00                           |
| 27                                                                                   | \$0.00                                    | \$0.00                                     | \$0.00                                        | \$0.00                        | \$0.00                           | \$0.00                                  | \$0.00                            | \$0.00                           |
| 28                                                                                   | \$0.00                                    | \$0.00                                     | \$0.00                                        | \$0.00                        | \$0.00                           | \$0.00                                  | \$0.00                            | \$0.00                           |
| 29                                                                                   | \$0.00                                    | \$0.00                                     | \$0.00                                        | \$0.00                        | \$0.00                           | \$0.00                                  | \$0.00                            | \$0.00                           |
| 30                                                                                   | \$0.00                                    | \$0.00                                     | \$0.00                                        | \$0.00                        | \$0.00                           | \$0.00                                  | \$0.00                            | \$0.00                           |
| Subtotal Employee Compensation                                                       | \$399,284.00                              | \$480,400.00                               | \$480,400.00                                  | \$127,314.00                  | \$202,847.00                     | \$83,060.00                             | \$58,235.00                       | \$8,944.00                       |
| Fringe Benefits                                                                      |                                           |                                            |                                               |                               |                                  |                                         |                                   |                                  |
| Payroll Taxes - FICA & Med Tax - 02101                                               | \$26,051.00                               | \$36,030.00                                | \$36,030.00                                   | \$21,139.50                   | \$9,486.00                       | \$5,404.50                              | \$0.00                            | \$0.00                           |
| Health Insurance - 02304                                                             | \$17,743.00                               | \$54,126.40                                | \$54,126.40                                   | \$20,813.14                   | \$17,270.00                      | \$8,119.26                              | \$7,924.00                        | \$0.00                           |
| Retirement - 02201                                                                   | \$0.00                                    | \$0.00                                     | \$0.00                                        | \$0.00                        | \$0.00                           | \$0.00                                  | \$0.00                            | \$0.00                           |
| Dental - 02301                                                                       | \$0.00                                    | \$0.00                                     | \$0.00                                        | \$0.00                        | \$0.00                           | \$0.00                                  | \$0.00                            | \$0.00                           |
| Life Insurance - 02303                                                               | \$0.00                                    | \$0.00                                     | \$0.00                                        | \$0.00                        | \$0.00                           | \$0.00                                  | \$0.00                            | \$0.00                           |
| Workers Compensation - 02401                                                         | \$0.00                                    | \$0.00                                     | \$0.00                                        | \$0.00                        | \$0.00                           | \$0.00                                  | \$0.00                            | \$0.00                           |
| Unemployment Taxes - 02501                                                           | \$0.00                                    | \$0.00                                     | \$0.00                                        | \$0.00                        | \$0.00                           | \$0.00                                  | \$0.00                            | \$0.00                           |
| Other Benefits - (Please describe)                                                   | \$0.00                                    | \$0.00                                     | \$0.00                                        | \$0.00                        | \$0.00                           | \$0.00                                  | \$0.00                            | \$0.00                           |
| Subtotal Taxes and Benefits                                                          | \$43,794.00                               | \$90,156.40                                | \$90,156.40                                   | \$41,952.64                   | \$26,756.00                      | \$13,523.76                             | \$7,924.00                        | \$0.00                           |
| Total Employee Compensation                                                          | \$443,078.00                              | \$570,556.40                               | \$570,556.40                                  | \$169,266.64                  | \$229,603.00                     | \$96,583.76                             | \$66,159.00                       | \$8,944.00                       |
| II. Operating Expenses                                                               |                                           |                                            |                                               |                               |                                  |                                         |                                   |                                  |
| Occupancy Expenses                                                                   |                                           |                                            |                                               |                               |                                  |                                         |                                   |                                  |
| Rent - Occupancy -04408                                                              | \$85,200.00                               | \$177,012.00                               | \$177,012.00                                  | \$91,585.20                   | \$15,975.00                      | \$26,551.80                             | \$42,900.00                       | \$0.00                           |
| Telephone - 04181                                                                    | \$6,613.00                                | \$6,072.00                                 | \$6,072.00                                    | \$4,074.20                    | \$1,087.00                       | \$910.80                                | \$0.00                            | \$0.00                           |
| Utilities - 04301                                                                    | \$10,500.00                               | \$10,500.00                                | \$10,500.00                                   | \$3,911.00                    | \$1,969.00                       | \$1,620.00                              | \$3,000.00                        | \$0.00                           |
| Maintenance and Repairs - 04603                                                      | \$9,800.00                                | \$9,800.00                                 | \$9,800.00                                    | \$8,330.00                    | \$0.00                           | \$1,470.00                              | \$0.00                            | \$0.00                           |
| Insurance Property & General Liability - 04502                                       | \$0.00                                    | \$0.00                                     | \$0.00                                        | \$0.00                        | \$0.00                           | \$0.00                                  | \$0.00                            | \$0.00                           |
| Other - Medical records and data analysis                                            | \$16,500.00                               | \$16,500.00                                | \$16,500.00                                   | \$10,931.00                   | \$3,094.00                       | \$2,475.00                              | \$0.00                            | \$0.00                           |
| Office Expenses                                                                      |                                           |                                            |                                               |                               |                                  |                                         |                                   |                                  |
| Office and Other Supplies - 05101                                                    | \$12,000.00                               | \$12,000.00                                | \$12,000.00                                   | \$10,200.00                   | \$0.00                           | \$1,800.00                              | \$0.00                            | \$0.00                           |
| Postage - 04101                                                                      | \$0.00                                    | \$0.00                                     | \$0.00                                        | \$0.00                        | \$0.00                           | \$0.00                                  | \$0.00                            | \$0.00                           |
| Printing and Advertising - 04801                                                     | \$24,970.00                               | \$37,030.00                                | \$37,030.00                                   | \$22,822.80                   | \$500.00                         | \$13,707.20                             | \$0.00                            | \$0.00                           |
| Publications - 05216                                                                 | \$0.00                                    | \$0.00                                     | \$0.00                                        | \$0.00                        | \$0.00                           | \$0.00                                  | \$0.00                            | \$0.00                           |
| Staff Training - 05401                                                               | \$0.00                                    | \$0.00                                     | \$0.00                                        | \$0.00                        | \$0.00                           | \$0.00                                  | \$0.00                            | \$0.00                           |
| Directors & Officers - Insurance - 04501                                             | \$0.00                                    | \$0.00                                     | \$0.00                                        | \$0.00                        | \$0.00                           | \$0.00                                  | \$0.00                            | \$0.00                           |
| Professional Fees & Services (not audit) - 03410                                     | \$0.00                                    | \$0.00                                     | \$0.00                                        | \$0.00                        | \$0.00                           | \$0.00                                  | \$0.00                            | \$0.00                           |
| Background Screening - 04938                                                         | \$0.00                                    | \$0.00                                     | \$0.00                                        | \$0.00                        | \$0.00                           | \$0.00                                  | \$0.00                            | \$0.00                           |
| Other - Equipment under \$1,000 - 06403                                              | \$0.00                                    | \$0.00                                     | \$0.00                                        | \$0.00                        | \$0.00                           | \$0.00                                  | \$0.00                            | \$0.00                           |
| Other - Medical disposal                                                             | \$34,572.00                               | \$34,572.00                                | \$34,572.00                                   | \$16,044.20                   | \$13,342.00                      | \$5,185.80                              | \$0.00                            | \$0.00                           |
| Other - outreach and education                                                       | \$7,652.00                                | \$7,652.00                                 | \$7,652.00                                    | \$2,992.20                    | \$3,512.00                       | \$1,147.80                              | \$0.00                            | \$0.00                           |
| Travel Expenses                                                                      |                                           |                                            |                                               |                               |                                  |                                         |                                   |                                  |
| Local Mileage - 04021                                                                | \$0.00                                    | \$0.00                                     | \$0.00                                        | \$0.00                        | \$0.00                           | \$0.00                                  | \$0.00                            | \$0.00                           |
| Parking & Tools - 04028                                                              | \$0.00                                    | \$0.00                                     | \$0.00                                        | \$0.00                        | \$0.00                           | \$0.00                                  | \$0.00                            | \$0.00                           |
| Equipment Expenses                                                                   |                                           |                                            |                                               |                               |                                  |                                         |                                   |                                  |
| Rental & Leases - Equipment - 04402                                                  | \$0.00                                    | \$0.00                                     | \$0.00                                        | \$0.00                        | \$0.00                           | \$0.00                                  | \$0.00                            | \$0.00                           |
| Vehicle Fuel and Maintenance - 04216                                                 | \$0.00                                    | \$0.00                                     | \$0.00                                        | \$0.00                        | \$0.00                           | \$0.00                                  | \$0.00                            | \$0.00                           |
| Vehicle Insurance -04502                                                             | \$0.00                                    | \$0.00                                     | \$0.00                                        | \$0.00                        | \$0.00                           | \$0.00                                  | \$0.00                            | \$0.00                           |
| Other - (Please describe)                                                            | \$0.00                                    | \$0.00                                     | \$0.00                                        | \$0.00                        | \$0.00                           | \$0.00                                  | \$0.00                            | \$0.00                           |
| Direct Client Expenses - 08301                                                       |                                           |                                            |                                               |                               |                                  |                                         |                                   |                                  |
| Client Rent                                                                          | \$0.00                                    | \$0.00                                     | \$0.00                                        | \$0.00                        | \$0.00                           | \$0.00                                  | \$0.00                            | \$0.00                           |
| Client Utilities                                                                     | \$0.00                                    | \$0.00                                     | \$0.00                                        | \$0.00                        | \$0.00                           | \$0.00                                  | \$0.00                            | \$0.00                           |
| Client Food                                                                          | \$0.00                                    | \$0.00                                     | \$0.00                                        | \$0.00                        | \$0.00                           | \$0.00                                  | \$0.00                            | \$0.00                           |
| Client Medical                                                                       | \$0.00                                    | \$0.00                                     | \$0.00                                        | \$0.00                        | \$0.00                           | \$0.00                                  | \$0.00                            | \$0.00                           |
| Client Educational                                                                   | \$0.00                                    | \$0.00                                     | \$0.00                                        | \$0.00                        | \$0.00                           | \$0.00                                  | \$0.00                            | \$0.00                           |
| Client Personal                                                                      | \$0.00                                    | \$0.00                                     | \$0.00                                        | \$0.00                        | \$0.00                           | \$0.00                                  | \$0.00                            | \$0.00                           |
| Client Other transportation bus passes, uber and lyft                                | \$5,400.00                                | \$18,000.00                                | \$18,000.00                                   | \$0.00                        | \$0.00                           | \$2,700.00                              | \$9,000.00                        | \$6,300.00                       |
| Client Other imaging tests                                                           | \$42,693.00                               | \$36,000.00                                | \$36,000.00                                   | \$8,600.00                    | \$10,000.00                      | \$5,400.00                              | \$12,000.00                       | \$0.00                           |
| Client Other medications and inhalers                                                | \$36,000.00                               | \$42,840.00                                | \$42,840.00                                   | \$0.00                        | \$22,155.00                      | \$6,426.00                              | \$14,259.00                       | \$0.00                           |
| Client Other prescription eye glasses                                                | \$4,590.00                                | \$4,590.00                                 | \$4,590.00                                    | \$101.50                      | \$0.00                           | \$688.50                                | \$3,800.00                        | \$0.00                           |
| Total Operating Expenses                                                             | \$296,490.00                              | \$412,568.00                               | \$412,568.00                                  | \$179,592.10                  | \$71,634.00                      | \$70,822.90                             | \$84,959.00                       | \$6,300.00                       |
| III. Operating Capital Outlay (OVER \$1,000)                                         |                                           |                                            |                                               |                               |                                  |                                         |                                   |                                  |
| Machinery & Equipment - 06402                                                        | \$0.00                                    | \$0.00                                     | \$0.00                                        | \$0.00                        | \$0.00                           | \$0.00                                  | \$0.00                            | \$0.00                           |
| Computers & Software - 06427                                                         | \$0.00                                    | \$0.00                                     | \$0.00                                        | \$0.00                        | \$0.00                           | \$0.00                                  | \$0.00                            | \$0.00                           |
| Other - (Please describe)                                                            | \$0.00                                    | \$0.00                                     | \$0.00                                        | \$0.00                        | \$0.00                           | \$0.00                                  | \$0.00                            | \$0.00                           |
| Total Capital Outlay                                                                 | \$0.00                                    | \$0.00                                     | \$0.00                                        | \$0.00                        | \$0.00                           | \$0.00                                  | \$0.00                            | \$0.00                           |
| Direct Expenses Total                                                                | \$739,568.00                              | \$983,124.40                               | \$983,124.40                                  | \$348,858.74                  | \$301,237.00                     | \$166,666.66                            | \$151,118.00                      | \$15,244.00                      |
| Percent of Budget                                                                    | -                                         | -                                          | 100.0%                                        | 35.5%                         | 30.6%                            | 17.0%                                   | 15.4%                             | 1.6%                             |
| Last Modified: 06/16/2025                                                            |                                           |                                            |                                               |                               |                                  |                                         |                                   |                                  |
| All City Grant items listed must be included in the narrative section of the budget. |                                           |                                            |                                               |                               |                                  |                                         |                                   |                                  |

**Budget Narrative for Selected Items of Cost**  
**FY 2026 City Grant Application**  
**Program Budget Narrative (Max. 2 Pages)**  
**Proposed Funding Period: FY 2025-2026**  
**COJ Funding Only**

**Agency: Volunteers in Medicine Jacksonville, Inc.**

**Program Name: Duval County Safety Net Collaboration (in partnership with JaxCareConnect)**

**EXPENSES:** Please provide narrative description for all categories listed below for which you are seeking **City Funding Only**.

We have included those required elements in the spaces below. See instructions when listing personnel expenses.

Please feel free to add additional lines as necessary to provide explanations using the line insert feature.

**I. Employee Compensation** \* (not related to costs of the office of the governor of a state or the chief executive of a political subdivision)

**Salary & Wages**

|                                                                                                                                                                                                            |           |              |     |                             |
|------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|-----------|--------------|-----|-----------------------------|
| 1. Medical Director (Provides direct patient care; examines and coordinates all practice activities to ensure medical compliance; addresses all labs and imaging results)                                  | \$91,400  | \$ 13,710.00 | 15% | 15% of \$91,400 = \$13,710  |
| 2. Clinical Director (Provides patient care; precepts all students/interns; maintains clinical quality, patient safety and ensures positive patient experience)                                            | \$95,000  | \$ 14,250.00 | 15% | 15% of \$95,000 = \$14,302  |
| 3. Chief Operating Officer (Provides training, assists with data collection, and serves as liaison between the clinical coordinator and medical staff)                                                     | \$100,000 | \$ 15,000.00 | 15% | 15% of \$100,000 = \$12,541 |
| 4. Outreach Manager (builds trust in communities, markets our services to churches, at health fairs, assists with transportation assignment for patients, trains community health workers)                 | \$60,000  | \$ 20,000.00 | 33% | 33% of \$60,000 = \$20,000  |
| 5. Clinical Manager (RN - Provides clinical support to physicians and nurses; coordinates care for our patients, maintains medical supply inventory and gives direction to volunteer administrative staff) | \$70,000  | \$ 10,500.00 | 15% | 15% of \$70,000 = \$10,500  |
| 6. Director of Volunteers (Recruits, retains and stewards volunteer doctors, nurses and lay persons who provide direct patient services patients)                                                          | \$64,000  | \$ 9,600.00  | 15% | 15% of \$64,000 = \$7,650   |
|                                                                                                                                                                                                            | \$480,400 | \$ 83,060.00 |     |                             |

**Payroll Taxes & Benefits**

|                                                                     |              |              |     |                                  |
|---------------------------------------------------------------------|--------------|--------------|-----|----------------------------------|
| Payroll taxes- 7.5% of annual salaries                              | \$ 36,030.00 | \$ 5,404.50  | 15% | 15% of \$36,030 is \$5,404       |
| Health Insurance- annual amount of full time staff who take benefit | \$ 54,128.40 | \$ 8,119.26  | 15% | 15% of \$54,128.40 is \$8,119.26 |
|                                                                     |              | \$ 13,523.76 |     |                                  |

Total Employee Compensation

\$ 96,583.76

**Occupancy Expenses**

|                                                                                                                                |            |              |     |                               |
|--------------------------------------------------------------------------------------------------------------------------------|------------|--------------|-----|-------------------------------|
| Rent- 9400 square feet of exam room space at South San Marco location                                                          | \$ 177,012 | \$ 26,551.80 | 15% | 15% of \$177,012= \$26,551.80 |
| Telephone- teams phones to accept patient appointments, qualifying appointments and referrals from JaxCareConnect              | \$ 6,072   | \$ 910.80    | 15% | 15% of \$6,072 is \$910.80    |
| Utilities- light bill, power bill to illuminate exam rooms and exam room equipment                                             | \$ 10,800  | \$ 1,620.00  | 15% | 15% of \$10,800 is \$1,620    |
| Maintenance and repairs- AC unit repairs and annual servicing, when equipment for patient care breaks down                     | \$ 9,800   | \$ 1,470.00  | 15% | 15% of \$9,800 is \$1,470     |
| Other: Electronic Medical Records crucial to documenting, reporting, referring, health care tracking, and health care delivery | \$ 16,500  | \$ 2,475.00  | 15% | 15% of \$16,500 is \$2,475    |
|                                                                                                                                |            | \$ 33,027.60 |     |                               |

**Office Expenses**

|                                                                                                                                                                                                              |             |              |     |                               |
|--------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|-------------|--------------|-----|-------------------------------|
| Office and other supplies- includes medical supplies, exam room supplies, paper, printing, pens, etc .                                                                                                       | \$12,000.00 | \$ 1,800.00  | 15% | 15% of \$12,000 is \$1,800    |
| Printing and advertising- this is the key component to increase our patient population, this includes online marketing, brochures, fees for outreach events, partner marketing, direct mail, education, etc. | \$37,030.00 | \$ 13,707.20 | 37% | 37% of \$40,000 is \$14,800   |
| Other - Medical Disposal and Cleaning                                                                                                                                                                        | \$34,572    | \$ 5,185.80  | 15% | 15% of \$34,572 is \$5,185.80 |
| Other - Outreach and Education                                                                                                                                                                               | \$7,652.00  | \$1,147.80   | 15% | 15% of \$7,652 is \$1,147.80  |
|                                                                                                                                                                                                              |             | \$ 21,840.80 |     |                               |

**Direct Client Expenses**

|                                                                                                                                                                                                                                |          |              |     |                            |
|--------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|----------|--------------|-----|----------------------------|
| Client Other - transportation bus passes, Uber and Lyft. Crucial for those who may have to miss an appointment if family member needs car or car breaks down. Reduces no shows and helps patients get to referral appointments | \$18,000 | \$ 2,700.00  | 15% | 15% of \$18,000 is \$2,700 |
| Client Other - Imaging tests for breast and colon cancer screenings                                                                                                                                                            | \$36,000 | \$ 5,400.00  | 15% | 15% of \$36,000 is \$5,400 |
| Client Other - Medications and Inhalers- all patients provided free medications and inhalers.                                                                                                                                  | \$42,840 | \$ 6,426.00  | 15% | 15% of \$42,840 is \$6,426 |
| Client Other - prescription eye glasses- for our diabetic patients who need annual eye exams and eye health is so important.                                                                                                   | \$4,590  | \$ 688.50    | 15% | 15% of \$4,590 is \$688.50 |
|                                                                                                                                                                                                                                |          | \$ 15,214.50 |     |                            |

Total

\$ 166,666.66

# **JACKSONVILLE AREA LEGAL AID, INC. – Civil Legal Services Program**

## **FY 2025-2026 City of Jacksonville Term Sheet**

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**Grant Recipient:** Jacksonville Area Legal Aid, Inc. (“Recipient” or “JALA”)

**Program Name:** Civil Legal Services Program (the “Program”)

**City Funding Requests:** \$411,425 (\$250,000 supplemental appropriation & \$161,425 estimated Trust Fund)

**Contract/Grant Term:** October 1, 2025 – September 30, 2026

### **RECIPIENT**

JALA is Florida’s oldest legal aid organization. It has had nonprofit 501(c)3 status since 1976, but its history goes back farther to its 1937 roots as a pro bono (volunteer) lawyer association – Duval County Legal Aid. For 85 years, Jacksonville’s low-income community has depended on JALA’s free legal services for equal access to the civil (non-criminal) justice system. Unlike the criminal justice system, there is no right to the appointment of free legal counsel for the poor in civil cases. Yet, civil cases often determine whether critical basic needs will be met – housing, income, healthcare, and protection from abuse and exploitation. By providing free legal help, JALA enables those at risk who cannot afford lawyers to tackle urgent legal problems that without intervention would likely result in a downward spiral of instability.

### **CIVIL LEGAL AID PROGRAM**

#### **PROGRAM OVERVIEW:**

Funding Purpose: The Program is funded in part by pass-through Article V Trust Fund court cost and fine collections, in compliance with Section 634.102(c)(2) of the Code of Ordinances of the City of Jacksonville, and Section 29.008(3)(a), Florida Statutes, which mandates that the City allocate 25% of collections to JALA. In Fiscal Year 2025-2026, due to an expected decrease in collections based on recent actuals, the City is providing a supplemental, direct appropriation to JALA for the Program in the amount of \$250,000 pursuant to Ordinance 2025-504 (the City’s FY 25-26 Budget Ordinance).

Use of Funds: City funding will be used to cover programmatic personnel expenses, operating expenses, and operating capital outlay expenses in FY 2025-2026.

Program Description / Services Provided: The Program will provide free legal services to low-income (those with household income at or below 200% of the OMB poverty) or otherwise vulnerable (e.g., elderly, disabled, or abused) persons and families of Jacksonville to assist in meeting their basic needs, including: income, housing, health, safety, and equal access to services. Specifically, the Program will provide legal assistance to avoid wrongful foreclosure and eviction, loss of housing subsidies, loss of homestead status, housing discrimination, and inhabitable conditions; gain court-ordered protection for victims of domestic violence, including child custody and support; help with family care issues, including guardianship and advance directives; gain, increase, or preserve Social Security, SSI, Medicaid, reemployment assistance, VA and other benefits for the poor and disabled; secure employment rights and eligibility for low-income workers; protect low-income and vulnerable clients from predatory lending scams and illegal garnishment; and protect the disabled from discrimination in accessing services to live independently.

Need: There are 152,998 persons in poverty in Duval, per 2024 Census estimates. At 14.5% in poverty, Duval exceeds the state (12.3%) and national (11.1%) rates. The number with low income (below 200% of federal poverty level) is more—348,202 persons (33%). The percentage of households struggling to survive is even

higher at 42%, because available jobs do not pay enough to cover housing, childcare, food, health care, and transportation. United Way, *The State of ALICE in Florida: Update on Financial Hardship* (2025). These Duval households are living paycheck to paycheck, without savings or credit to sustain them through an unexpected financial crisis.

Goal: The Program goal is to provide free civil legal services for Jacksonville’s low-income and otherwise vulnerable residents to address legal issues that typically further financial instability or poverty.

Objective: The Program objective is to serve at least 6,700 persons between 10/01/2025 and 09/30/2026. The number of persons is the estimated number of total Duval County persons expected to be served by the Program as a result of all of its funding dedicated to Duval County; the funding provided herein by the City of Jacksonville pays for a small portion of the direct services and infrastructure necessary to deliver these direct services.

## **PROGRAM SCOPE OF WORK AND DELIVERABLES:**

Activities: Legal services will include targeted outreach, education, intake, legal assessment, advice, brief assistance (e.g., calls with third parties to resolve mistakes, preparation of legal documents like exemption forms, or navigating financial assistance programs), self-help clinics/materials, referral, and/or full civil legal representation, such as: filing motions and pleadings; conducting legal research, investigation, and discovery; negotiating; and handling court and administrative hearings and appeals.

## **PROGRAM IMPACT & REPORTING:**

Impact: Impact in FY 2025-2026 is projected to be similar to that in FY 2024-2025 (adjusted for funding level). So far, at the 75% completion point (three quarters completed) in 2024-2025, the Program has exceeded its objective by providing civil legal services for 9,349 with a target of 7,100 low-income or otherwise vulnerable Jacksonville residents. Many achieved better off outcomes such as preventing foreclosure; avoiding eviction and/or loss of housing subsidies; attaining homesteads; improving housing conditions and other housing protections; gaining court-ordered protection for survivors of domestic violence, including child custody and support; achieving family care stability, including guardianship and advance directives; gaining, increasing, or preserving Social Security, SSI, Medicaid, VA and other benefits for the disabled; enforcing employment rights and restoring employment eligibility; protecting against predatory lending scams and illegal garnishment; and protecting the disabled and marginalized from discrimination.

Data Collection & Measurement: JALA uses a web-based case management system to maintain its client data base, track timekeeping, and extract reports on the number of clients seeking assistance, the number served, the legal issues involved, the scope of the services provided, activities, time spent per case, outcomes, and the specific program/funder.

## **PROGRAM COSTS/PAYMENT TERMS:**

Expenses: This funding will contribute pro rata to programmatic expenses – salaries and benefits of direct service personnel; operating expenses such as occupancy, office, travel, equipment, and direct client expenses – and operating capital outlay expenses for computer software.

### Program Costs Covered by Article V Trust Funds and Supplemental Direct Appropriation:

- Salaries/Wages:
  - Staff Attorneys (provide direct legal assistance) - \$188,398.36
  - Staff Paralegals (provide direct assistance to clients under supervision of attorneys) - \$65,287.11
  - Support and Administrative Staff (support attorneys and paralegals) - \$43,109.25

- Taxes & Benefits:
  - Payroll Taxes (FICA & Medicare), Health Insurance, Dental Insurance, 401(k) Match, Life Insurance, Workers Compensation, Long-Term Disability, and Bar Dues for the above Personnel - \$70,043.23
- Occupancy Expenses:
  - Office Space Lease - \$14,297.89
  - Telephone Service - \$2,153.24
  - Property & Liability Insurance Premiums - \$537.81
- Office Expenses:
  - Office Supplies - \$1,153.74
  - Postage - \$692.04
  - Staff Training - \$4,656.22
  - Directors, Officers, Malpractice, & Employment Liability Insurance - \$595.39
  - Professional Fees (Temporary Staff, Interpreters, Grantwriter, & Media Consultant – (not audit or fundraising consultant) - \$9,823.26
  - Other Fees (Document Shredding, Payroll Processing & Bank Fees) - \$638.16
  - Miscellaneous Expenses - \$624.86
- Travel Expenses:
  - Local Mileage - \$469.11
- Equipment Expenses:
  - Equipment Leasing (Copiers and Postage Machine) - \$1,641.36
  - Law Library (Online and Print Subscriptions) - \$1,537.31
- Direct Client Expenses:
  - Client Litigation Costs - \$2,613.93
- Operating Capital Outlay:
  - Software Licensing & Maintenance (Accounting & Case Management Software, etc.) - \$3,152.73

Other Program Funding Sources (about 16% of total of other funding covers Civil Legal Services outside of Duval):

- Agency provided funding including revenues from contributions and investment income - \$645,000.00
- Program provided funding including revenues from attorney's fees and low-bono fees - \$391,500.00
- Private Foundation funding (including Florida Bar Foundation, Baptist Foundation & United Way of NEFL) - \$5,259,616.00
- Federal (including direct and pass-thru federal grants), state, and surrounding county funding - \$4,219,091.99
- Other COJ funding (Foreclosure Intervention, Heirs' Property Resolution, & (3) Public Service Grants) - \$704,250.00

Payment Terms: A quarterly report will be submitted with each reimbursement request concerning the number of eligible residents who received free civil legal services during the period demonstrating Program performance.

#### **ADDITIONAL GRANT REQUIREMENTS AND CONDITIONS:**

Recipient's provision of services and expenditure of City funds is subject to the terms and conditions of any contract between the City and Recipient, including any provisions deemed necessary or appropriate by the Office of General Counsel, and the City Council approved Term Sheet and Program budget. The City's Grant Administrator may amend the Term Sheet and Program budget consistent with the Program needs, provided that any substantial change to this Term Sheet or a budget change not within 10% of the attached Program budget line-items will require City Council approval.

## FY 2026 City Grant - Complete Program Budget Detail

## Lead Agency:

Jacksonville Area Legal Aid, Inc.

Program Name:

Civil Legal Services

Agency Fiscal Year:

January - December

## BUDGET

| Categories and Line Items                         |                                                             |  | Prior Year<br>Prq Funding<br>FY 2023-2024 | Current Year<br>Prq Budget<br>FY 2024-2025 | Total Est. Cost<br>of Program<br>FY 2025-2026 | Agency<br>Provided<br>Funding | All Other<br>Program<br>Revenues | City of<br>Jacksonville<br>(Article V<br>funding) | City of Jacksonville<br>Additional Allocation | Federal/ State &<br>Other COJ<br>Funding | Private<br>Foundation<br>Funding |
|---------------------------------------------------|-------------------------------------------------------------|--|-------------------------------------------|--------------------------------------------|-----------------------------------------------|-------------------------------|----------------------------------|---------------------------------------------------|-----------------------------------------------|------------------------------------------|----------------------------------|
| I. Employee Compensation                          |                                                             |  |                                           |                                            |                                               |                               |                                  |                                                   |                                               |                                          |                                  |
| Personnel - 01201 (list Title & Name of Employee) |                                                             |  |                                           |                                            |                                               |                               |                                  |                                                   |                                               |                                          |                                  |
| 1                                                 | Attorney Salaries                                           |  | \$3,285,907.46                            | \$3,515,000.00                             | \$4,986,031.36                                | \$89,764.94                   | \$177,476.93                     | \$75,547.00                                       | \$112,851.38                                  | \$2,107,511.72                           | \$2,422,879.41                   |
| 2                                                 | Paralegal Salaries                                          |  | \$967,783.57                              | \$1,318,200.00                             | \$1,609,128.11                                | \$28,885.65                   | \$57,145.30                      | \$24,310.00                                       | \$40,877.11                                   | \$677,280.91                             | \$780,529.13                     |
| 3                                                 | Support and Administrative Staff Salaries                   |  | \$836,988.52                              | \$877,575.00                               | \$1,070,240.25                                | \$22,217.88                   | \$41,353.98                      | \$16,174.00                                       | \$26,935.25                                   | \$450,898.80                             | \$512,660.34                     |
| 4                                                 |                                                             |  | \$0.00                                    | \$0.00                                     | \$0.00                                        | \$0.00                        | \$0.00                           | \$0.00                                            | \$0.00                                        | \$0.00                                   | \$0.00                           |
| 5                                                 |                                                             |  | \$0.00                                    | \$0.00                                     | \$0.00                                        | \$0.00                        | \$0.00                           | \$0.00                                            | \$0.00                                        | \$0.00                                   | \$0.00                           |
| 6                                                 |                                                             |  | \$0.00                                    | \$0.00                                     | \$0.00                                        | \$0.00                        | \$0.00                           | \$0.00                                            | \$0.00                                        | \$0.00                                   | \$0.00                           |
| 7                                                 |                                                             |  | \$0.00                                    | \$0.00                                     | \$0.00                                        | \$0.00                        | \$0.00                           | \$0.00                                            | \$0.00                                        | \$0.00                                   | \$0.00                           |
| 8                                                 |                                                             |  | \$0.00                                    | \$0.00                                     | \$0.00                                        | \$0.00                        | \$0.00                           | \$0.00                                            | \$0.00                                        | \$0.00                                   | \$0.00                           |
| 9                                                 |                                                             |  | \$0.00                                    | \$0.00                                     | \$0.00                                        | \$0.00                        | \$0.00                           | \$0.00                                            | \$0.00                                        | \$0.00                                   | \$0.00                           |
| 10                                                |                                                             |  | \$0.00                                    | \$0.00                                     | \$0.00                                        | \$0.00                        | \$0.00                           | \$0.00                                            | \$0.00                                        | \$0.00                                   | \$0.00                           |
| 11                                                |                                                             |  | \$0.00                                    | \$0.00                                     | \$0.00                                        | \$0.00                        | \$0.00                           | \$0.00                                            | \$0.00                                        | \$0.00                                   | \$0.00                           |
| 12                                                |                                                             |  | \$0.00                                    | \$0.00                                     | \$0.00                                        | \$0.00                        | \$0.00                           | \$0.00                                            | \$0.00                                        | \$0.00                                   | \$0.00                           |
| 13                                                |                                                             |  | \$0.00                                    | \$0.00                                     | \$0.00                                        | \$0.00                        | \$0.00                           | \$0.00                                            | \$0.00                                        | \$0.00                                   | \$0.00                           |
| 14                                                |                                                             |  | \$0.00                                    | \$0.00                                     | \$0.00                                        | \$0.00                        | \$0.00                           | \$0.00                                            | \$0.00                                        | \$0.00                                   | \$0.00                           |
| 15                                                |                                                             |  | \$0.00                                    | \$0.00                                     | \$0.00                                        | \$0.00                        | \$0.00                           | \$0.00                                            | \$0.00                                        | \$0.00                                   | \$0.00                           |
| 16                                                |                                                             |  | \$0.00                                    | \$0.00                                     | \$0.00                                        | \$0.00                        | \$0.00                           | \$0.00                                            | \$0.00                                        | \$0.00                                   | \$0.00                           |
| 17                                                |                                                             |  | \$0.00                                    | \$0.00                                     | \$0.00                                        | \$0.00                        | \$0.00                           | \$0.00                                            | \$0.00                                        | \$0.00                                   | \$0.00                           |
| 18                                                |                                                             |  | \$0.00                                    | \$0.00                                     | \$0.00                                        | \$0.00                        | \$0.00                           | \$0.00                                            | \$0.00                                        | \$0.00                                   | \$0.00                           |
| 19                                                |                                                             |  | \$0.00                                    | \$0.00                                     | \$0.00                                        | \$0.00                        | \$0.00                           | \$0.00                                            | \$0.00                                        | \$0.00                                   | \$0.00                           |
| 20                                                |                                                             |  | \$0.00                                    | \$0.00                                     | \$0.00                                        | \$0.00                        | \$0.00                           | \$0.00                                            | \$0.00                                        | \$0.00                                   | \$0.00                           |
| 21                                                |                                                             |  | \$0.00                                    | \$0.00                                     | \$0.00                                        | \$0.00                        | \$0.00                           | \$0.00                                            | \$0.00                                        | \$0.00                                   | \$0.00                           |
| 22                                                |                                                             |  | \$0.00                                    | \$0.00                                     | \$0.00                                        | \$0.00                        | \$0.00                           | \$0.00                                            | \$0.00                                        | \$0.00                                   | \$0.00                           |
| 23                                                |                                                             |  | \$0.00                                    | \$0.00                                     | \$0.00                                        | \$0.00                        | \$0.00                           | \$0.00                                            | \$0.00                                        | \$0.00                                   | \$0.00                           |
| 24                                                |                                                             |  | \$0.00                                    | \$0.00                                     | \$0.00                                        | \$0.00                        | \$0.00                           | \$0.00                                            | \$0.00                                        | \$0.00                                   | \$0.00                           |
| 25                                                |                                                             |  | \$0.00                                    | \$0.00                                     | \$0.00                                        | \$0.00                        | \$0.00                           | \$0.00                                            | \$0.00                                        | \$0.00                                   | \$0.00                           |
| 26                                                |                                                             |  | \$0.00                                    | \$0.00                                     | \$0.00                                        | \$0.00                        | \$0.00                           | \$0.00                                            | \$0.00                                        | \$0.00                                   | \$0.00                           |
| 27                                                |                                                             |  | \$0.00                                    | \$0.00                                     | \$0.00                                        | \$0.00                        | \$0.00                           | \$0.00                                            | \$0.00                                        | \$0.00                                   | \$0.00                           |
| 28                                                |                                                             |  | \$0.00                                    | \$0.00                                     | \$0.00                                        | \$0.00                        | \$0.00                           | \$0.00                                            | \$0.00                                        | \$0.00                                   | \$0.00                           |
| 29                                                |                                                             |  | \$0.00                                    | \$0.00                                     | \$0.00                                        | \$0.00                        | \$0.00                           | \$0.00                                            | \$0.00                                        | \$0.00                                   | \$0.00                           |
| 30                                                |                                                             |  | \$0.00                                    | \$0.00                                     | \$0.00                                        | \$0.00                        | \$0.00                           | \$0.00                                            | \$0.00                                        | \$0.00                                   | \$0.00                           |
| Subtotal Employee Compensation                    |                                                             |  | \$5,090,678.55                            | \$5,710,775.00                             | \$7,665,398.72                                | \$140,868.47                  | \$275,976.22                     | \$116,031.00                                      | \$180,763.72                                  | \$3,235,691.42                           | \$3,716,068.89                   |
| Fringe Benefits                                   |                                                             |  |                                           |                                            |                                               |                               |                                  |                                                   |                                               |                                          |                                  |
|                                                   | Payroll Taxes - FICA & Med Tax - 02101                      |  | \$374,164.95                              | \$419,742.00                               | \$563,949.18                                  | \$10,565.14                   | \$20,698.22                      | \$6,876.00                                        | \$13,828.18                                   | \$231,276.48                             | \$278,705.17                     |
|                                                   | Health Insurance - 02304                                    |  | \$527,492.48                              | \$629,985.40                               | \$904,230.07                                  | \$19,115.85                   | \$37,449.97                      | \$13,261.00                                       | \$19,070.92                                   | \$307,355.71                             | \$507,986.62                     |
|                                                   | Retirement - 02201                                          |  | \$127,267.99                              | \$285,539.00                               | \$642,520.75                                  | \$3,521.71                    | \$6,899.41                       | \$2,901.00                                        | \$6,326.75                                    | \$529,970.17                             | \$92,901.72                      |
|                                                   | Dental - 02301                                              |  | \$34,650.00                               | \$39,360.00                                | \$46,071.28                                   | \$1,408.68                    | \$2,759.76                       | \$1,160.00                                        | \$1,807.36                                    | \$1,774.78                               | \$37,160.69                      |
|                                                   | Life Insurance - 02303                                      |  | \$6,257.52                                | \$7,119.60                                 | \$6,413.51                                    | \$281.74                      | \$551.95                         | \$232.67                                          | \$381.67                                      | \$1,270.08                               | \$3,716.07                       |
|                                                   | Workers Compensation - 02401                                |  | \$6,108.82                                | \$6,281.85                                 | \$8,432.37                                    | \$154.96                      | \$303.57                         | \$128.00                                          | \$199.27                                      | \$3,558.89                               | \$4,087.68                       |
|                                                   | Unemployment Taxes - 02501                                  |  | \$5,000.00                                | \$5,000.00                                 | \$5,000.00                                    | \$0.00                        | \$0.00                           | \$0.00                                            | \$0.00                                        | \$5,000.00                               | \$0.00                           |
|                                                   | Other Benefits - (LTD, Student Loan, Fla bar dues and fees) |  | \$62,653.00                               | \$69,118.00                                | \$93,455.08                                   | \$1,014.25                    | \$1,987.03                       | \$855.00                                          | \$1,068.08                                    | \$61,797.02                              | \$26,755.70                      |
| Subtotal Taxes and Benefits                       |                                                             |  | \$1,143,594.75                            | \$1,462,145.85                             | \$2,270,072.24                                | \$36,062.33                   | \$70,649.91                      | \$27,383.00                                       | \$42,660.23                                   | \$1,142,003.13                           | \$951,313.63                     |
| Total Employee Compensation                       |                                                             |  | \$6,234,274.29                            | \$7,172,920.84                             | \$9,935,471.95                                | \$176,930.80                  | \$346,626.13                     | \$143,414.00                                      | \$223,423.95                                  | \$4,377,694.55                           | \$4,667,382.52                   |
| II. Operating Expenses                            |                                                             |  |                                           |                                            |                                               |                               |                                  |                                                   |                                               |                                          |                                  |
| Occupancy Expenses                                |                                                             |  |                                           |                                            |                                               |                               |                                  |                                                   |                                               |                                          |                                  |
|                                                   | Rent - Occupancy -04408                                     |  | \$380,000.00                              | \$380,000.00                               | \$388,499.89                                  | \$6,762.15                    | \$15,510.16                      | \$5,798.00                                        | \$8,499.89                                    | \$154,111.40                             | \$197,818.28                     |
|                                                   | Telephone - 04181                                           |  | \$50,000.00                               | \$54,000.00                                | \$57,285.24                                   | \$1,031.53                    | \$2,005.00                       | \$868.00                                          | \$1,285.24                                    | \$25,114.89                              | \$26,980.58                      |
|                                                   | Utilities - 04301                                           |  | \$1,500.00                                | \$1,500.00                                 | \$1,500.00                                    | \$27.63                       | \$53.71                          | \$0.00                                            | \$0.00                                        | \$1,418.66                               | \$0.00                           |
|                                                   | Maintenance and Repairs - 04603                             |  | \$2,000.00                                | \$2,000.00                                 | \$2,000.00                                    | \$36.84                       | \$71.61                          | \$0.00                                            | \$0.00                                        | \$927.96                                 | \$963.59                         |
|                                                   | Insurance Property & General Liability - 04502              |  | \$11,500.00                               | \$14,000.00                                | \$14,320.81                                   | \$257.88                      | \$501.25                         | \$217.00                                          | \$320.81                                      | \$6,278.73                               | \$6,745.15                       |
|                                                   | Other - (Pest Control & janitorial)                         |  | \$0.00                                    | \$0.00                                     | \$0.00                                        | \$0.00                        | \$0.00                           | \$0.00                                            | \$0.00                                        | \$0.00                                   | \$0.00                           |
| Office Expenses                                   |                                                             |  |                                           |                                            |                                               |                               |                                  |                                                   |                                               |                                          |                                  |
|                                                   | Office and Other Supplies - 05101                           |  | \$30,000.00                               | \$30,000.00                                | \$30,688.74                                   | \$552.61                      | \$1,074.11                       | \$465.00                                          | \$888.74                                      | \$13,454.41                              | \$14,453.88                      |
|                                                   | Postage - 04101                                             |  | \$12,500.00                               | \$22,000.00                                | \$18,413.04                                   | \$331.56                      | \$644.46                         | \$279.00                                          | \$413.04                                      | \$8,072.65                               | \$8,672.33                       |
|                                                   | Printing and Advertising - 04801                            |  | \$4,000.00                                | \$4,000.00                                 | \$7,000.00                                    | \$128.94                      | \$250.62                         | \$0.00                                            | \$0.00                                        | \$3,247.86                               | \$3,372.57                       |
|                                                   | Publications - 05216                                        |  | \$2,000.00                                | \$2,000.00                                 | \$2,000.00                                    | \$36.84                       | \$71.61                          | \$0.00                                            | \$0.00                                        | \$927.96                                 | \$963.59                         |
|                                                   | Staff Training - 05401                                      |  | \$68,100.00                               | \$84,800.00                                | \$123,899.22                                  | \$2,231.07                    | \$4,336.56                       | \$1,878.00                                        | \$2,778.22                                    | \$54,319.74                              | \$58,355.63                      |
|                                                   | Directors & Officers - Insurance - 04501                    |  | \$15,500.00                               | \$15,500.00                                | \$15,855.39                                   | \$285.51                      | \$554.95                         | \$240.00                                          | \$355.39                                      | \$6,951.69                               | \$7,467.84                       |
|                                                   | Professional Fees & Services (not audit) - 03410            |  | \$295,625.00                              | \$334,526.00                               | \$329,112.26                                  | \$53,070.16                   | \$9,854.92                       | \$3,061.00                                        | \$5,862.26                                    | \$123,749.53                             | \$132,614.39                     |
|                                                   | Background Screening - 04938                                |  | \$0.00                                    | \$0.00                                     | \$0.00                                        | \$0.00                        | \$0.00                           | \$0.00                                            | \$0.00                                        | \$0.00                                   | \$0.00                           |
|                                                   | Other - Equipment under \$1,000 - 06403                     |  | \$0.00                                    | \$0.00                                     | \$0.00                                        | \$0.00                        | \$0.00                           | \$0.00                                            | \$0.00                                        | \$0.00                                   | \$0.00                           |
|                                                   | Other - Misc Program Expenses including dues and fees       |  | \$9,700.00                                | \$12,100.00                                | \$16,636.86                                   | \$299.59                      | \$582.31                         | \$252.00                                          | \$372.86                                      | \$7,294.17                               | \$7,835.93                       |
|                                                   | Other - (Document shredding,PR processing fees, bank fee)   |  | \$10,840.00                               | \$20,400.00                                | \$16,981.16                                   | \$305.78                      | \$594.34                         | \$257.00                                          | \$361.16                                      | \$7,445.07                               | \$7,997.82                       |
| Travel Expenses                                   |                                                             |  |                                           |                                            |                                               |                               |                                  |                                                   |                                               |                                          |                                  |
|                                                   | Local Mileage - 04021                                       |  | \$707.49                                  | \$884.91                                   | \$1,130.64                                    | \$224.73                      | \$436.80                         | \$189.00                                          | \$280.11                                      | \$0.00                                   | \$0.00                           |
|                                                   | Parking & Tools - 04028                                     |  | \$4,292.51                                | \$7,315.09                                 | \$11,349.47                                   | \$0.00                        | \$0.00                           | \$0.00                                            | \$0.00                                        | \$5,471.56                               | \$5,877.91                       |
| Equipment Expenses                                |                                                             |  |                                           |                                            |                                               |                               |                                  |                                                   |                                               |                                          |                                  |
|                                                   | Rental & Leases - Equipment - 04402                         |  | \$37,700.00                               | \$37,700.00                                | \$43,679.36                                   | \$786.54                      | \$1,528.81                       | \$662.00                                          | \$979.36                                      | \$19,149.95                              | \$20,572.70                      |
|                                                   | Vehicle Fuel and Maintenance - 04216                        |  | \$0.00                                    | \$0.00                                     | \$0.00                                        | \$0.00                        | \$0.00                           | \$0.00                                            | \$0.00                                        | \$0.00                                   | \$0.00                           |
|                                                   | Vehicle Insurance -04502                                    |  | \$0.00                                    | \$0.00                                     | \$0.00                                        | \$0.00                        | \$0.00                           | \$0.00                                            | \$0.00                                        | \$0.00                                   | \$0.00                           |
|                                                   | Other - (Law Library online and paper subscription)         |  | \$36,000.00                               | \$40,000.00                                | \$40,917.31                                   | \$736.81                      | \$1,432.14                       | \$620.00                                          | \$917.31                                      | \$17,939.20                              | \$19,271.85                      |
| Direct Client Expenses - 08301                    |                                                             |  |                                           |                                            |                                               |                               |                                  |                                                   |                                               |                                          |                                  |
|                                                   | Client Rent                                                 |  | \$0.00                                    | \$0.00                                     | \$0.00                                        | \$0.00                        | \$0.00                           | \$0.00                                            | \$0.00                                        | \$0.00                                   | \$0.00                           |
|                                                   | Client Utilities                                            |  | \$0.00                                    | \$0.00                                     | \$0.00                                        | \$0.00                        | \$0.00                           | \$0.00                                            | \$0.00                                        | \$0.00                                   | \$0.00                           |
|                                                   | Client Food                                                 |  | \$0.00                                    | \$0.00                                     | \$0.00                                        | \$0.00                        | \$0.00                           | \$0.00                                            | \$0.00                                        | \$0.00                                   | \$0.00                           |
|                                                   | Client Medical                                              |  | \$0.00                                    | \$0.00                                     | \$0.00                                        | \$0.00                        | \$0.00                           | \$0.00                                            | \$0.00                                        | \$0.00                                   | \$0.00                           |
|                                                   | Client Educational                                          |  | \$0.00                                    | \$0.00                                     | \$0.00                                        | \$0.00                        | \$0.00                           | \$0.00                                            | \$0.00                                        | \$0.00                                   | \$0.00                           |
|                                                   | Client Personal - assistance with mortgage & business start |  | \$0.00                                    | \$0.00                                     | \$0.00                                        | \$0.00                        | \$0.00                           | \$0.00                                            | \$0.00                                        | \$0.00                                   | \$0.00                           |
|                                                   | Client Other (Litigation and Testing                        |  | \$50,000.00                               | \$66,000.00                                | \$87,559.93                                   | \$1,252.57                    | \$2,434.64                       | \$1,054.00                                        | \$1,559.93                                    | \$48,496.65                              | \$32,762.14                      |
|                                                   | Client Other (Clinics and Outreach and Referrals)           |  | \$894,500.00                              | \$465,862.00                               | \$4,500.00                                    | \$0.00                        | \$0.00                           | \$0.00                                            | \$0.00                                        | \$4,500.00                               | \$0.00                           |
| Total Operating Expenses                          |                                                             |  | \$1,916,466.00                            | \$1,584,608.00                             | \$1,213,329.31                                | \$68,358.78                   | \$41,897.98                      | \$16,740.00                                       | \$24,694.32                                   | \$508,872.07                             | \$552,726.20                     |
| III. Operating Capital Outlay (OVER \$1,000)      |                                                             |  |                                           |                                            |                                               |                               |                                  |                                                   |                                               |                                          |                                  |
|                                                   | Machinery & Equipment - 06402                               |  | \$0.00                                    | \$0.00                                     | \$0.00                                        | \$0.00                        | \$0.00                           | \$0.00                                            | \$0.00                                        | \$0.00                                   | \$0.00                           |
|                                                   | Computers & Software - 06427                                |  | \$82,000.00                               | \$82,000.00                                | \$83,881.73                                   | \$1,510.46                    | \$2,935.89                       | \$1,271.00                                        | \$1,881.73                                    | \$36,775.37                              | \$39,507.29                      |
|                                                   | Other - (Fundraising)                                       |  | \$103,500.00                              | \$303,500.00                               | \$398,200.00                                  | \$398,200.00                  | \$0.00                           | \$0.00                                            | \$0.00                                        | \$0.00                                   | \$0.00                           |
| Total Capital Outlay                              |                                                             |  | \$185,500.00                              | \$385,500.00                               | \$482,081.73                                  | \$399,710.46                  | \$2,935.89                       | \$1,271.00                                        | \$1,881.73                                    | \$36,775.37                              | \$39,507.29                      |
| Direct Expenses Total                             |                                                             |  | \$6,338,238.29                            | \$6,153,028.84                             | \$11,630,882.99                               | \$645,000.00                  | \$391,500.00                     | \$161,425.00                                      | \$250,000.00                                  | \$4,923,341.99                           | \$5,259,616.00                   |
| Percent of Budget                                 |                                                             |  | -                                         | -                                          | 100.0%                                        | 5.5%                          | 3.4%                             | 1.4%                                              | 2.1%                                          | 42.3%                                    | 45.2%                            |

Last Modified: 06/16/2025  
All City Grant Items listed must be included in the narrative section of the budget.

**Budget Narrative for Selected Items of Cost  
FY 2026 City Grant Application  
Program Budget Narrative (Max. 2 Pages)  
Proposed Funding Period: FY 2025-2026  
COJ Funding Only**

**Agency:** Jacksonville Area Legal Aid, Inc.

**Program Name:** Civil Legal Services

**EXPENSES:** Please provide narrative description for all categories listed below for which you are seeking **City Funding Only**.

We have included those required elements in the spaces below. See instructions when listing personnel expenses.

Please feel free to add additional lines as necessary to provide explanations using the line insert feature.

**I. Employee Compensation** - (not related to costs of the office of the governor of a state or the chief executive of a political subdivision)

**Salary & Wages**

- Legal Salaries include the salaries for the staff attorneys who provide direct client services through intake, legal assessment, counsel, advice, referral and representation. Billing will be done based on actual attorney salaries for the Duval County attorneys each month. 2.3% of total Duval county attorney salaries will be charged to the grant not to exceed the total attorney salary line for the year on the approved or amended budget.
- Paralegal and Support Salaries include the salaries for the paralegals and legal secretaries who work under the direct supervision of staff attorneys and provide direct client services through intake, legal assessment, counsel, advice, referral and representation. Billing will be done based on actual Paralegal and Support salaries for the Duval County staff each month. 2.6% of total Duval County paralegal and support staff salaries will be charged to the grant not to exceed the total Paralegal and Support salary line for the year on the approved or amended budget. The support staff salaries also include salaries of all non legal staff including accounting, human resources, network management, etc.

**Payroll Taxes & Benefits**

- FICA - Payroll taxes are charged on a prorated basis for the amount of salaries charged @ 7.35%.
  - Health Insurance - JALA provides health insurance for its employees and the average cost of this expense is 11.25% of the salary expense. A prorated amount is charged to the grant based on the amount of salaries charged.
  - Retirement - JALA provides 401k match @ 6% and an additional non-elective contribution of 3%.
  - Dental Insurance - JALA provides dental insurance for its employees and the average cost of this expense is .65% of the salary expense. A prorated amount is charged to the grant based on the amount of salaries charged.
  - Life Insurance - JALA provides life insurance for its employees and the average cost of this expense is .1% of the salary expense. A prorated amount is charged to the grant based on the amount of salaries charged.
  - Workers Compensation. Insurance - JALA provides Workers Compensation coverage for its employees and the average cost of this expense is .11% of the salary expense. A prorated amount is charged to the grant based on the amount of salaries charged.
  - Unemployment Taxes - JALA pays unemployment taxes as a reimbursable employer and the average cost of this expense is .5% of the salary expense. Nothing is budgeted in this line at this time since there have been no claims in the last few quarters.
  - Long Term Disability (LTD) Insurance - JALA provides LTD Insurance for its employees and the average cost of this expense is .59% of the salary expense. A prorated amount is charged to the grant based on the amount of salaries charged.
- All the above lines are based on average costs for JALA but the billings would be based on actuals.

**II. Operating Expenses**

**Occupancy Expenses**

- Jacksonville Area Legal Aid pays approximately \$297,312 a year for a full-service lease in the downtown Professional Building and a prorated share will be charged to the grant.
- JALA's expense for telephone and internet access is approximately \$56,000. The total telephone/internet cost for the agency is divided by the total expenses for the agency and a percentage arrived. This percentage is used to charge the telephone/internet cost on a prorated basis to each program based on the amount of salaries and benefits charged to the program.

●JALA's expense for property and general liability insurance is approximately \$14,000. The total insurance cost for the agency is divided by the total expenses for the agency and a percentage arrived. This percentage is used to charge the insurance cost on a prorated basis to each program based on the amount of salaries and benefits charged to the program.

Other expenses related to occupancy will be billed to other funding sources and not billed to the City.

### **Office Expenses**

- Office and Other supplies include the cost of paper, pens, pencils, binders, folders, boxes, toners, and all other office consumable and non-consumable supplies and other office purchases - prorated portion will be charged.
- Postage includes the costs of mail sent by USPS as well as private courier services like UPS - prorated portion will be charged.
- Staff training includes the mandatory CLE credits that the attorneys are required to complete each year as well as other substantive area training, management trainings for the executive and fundraising staff will be charged on a prorated basis.
- Directors and Officers Insurance provides dishonesty bond coverage and the professional liability insurance provides insurance against malpractice claims and employment liability claims and will be charged on a prorated basis.
- Professional Fees and Services include the cost of hiring temporaries, interpreters, grant-writer, media consultant as well as the audit and professional fundraising consultant. However the cost of the audit and fundraising consultant is not billed to the City.
- Other office expenses include document shredding, payroll processing fees, bank fees, etc.
- Misc expenses include payment of dues and fees for the organization in other professional organizations.

●A prorated portion of all of the above expenses (except specifically included) will be charged to the City.

### **Travel Expenses - not related to entertainment expenses**

Local mileage is reimbursed at IRS approved rate which is currently .70/mile.

### **Equipment Expenses**

●JALA's annual expense for lease and maintenance of copiers, printers and postage machine is approximately \$42,700. The total leasing and maintenance cost for the agency is divided by the total expenses for the agency and a percentage arrived. This percentage is used to charge the leasing and maintenance expense on a prorated basis to each program based on the amount of salaries and benefits charged to the program.

- Other expenses include the online and print subscriptions to the law library legal research materials.

### **Direct Client Expenses**

- Direct client assistance include assistance with litigation costs including filing fees, court reporter fees, transcripts, witness fees, expert witness fees etc.
- Outreach activities to directly benefit the clients including clinic expenses are also charged under this line.

### **III. Operating Capital Outlay:**

- No capital equipment purchase is made with City funds.
- The agency has many software applications. Licensing and annual maintenance fee for software upgrades is charged to various grants on a prorated basis.
- It also includes payments for accounting software maintenance and Legal Server Case Management System maintenance.
- Costs of fundraising activities is in this category but none of the costs are charged to this grant or any other governmental grant.

**MUSEUM OF CONTEMPORARY ART JACKSONVILLE**  
**Sculpture Acquisition (*Jacksonville Stacked Stars* by Frank Stella) Project**

**FY 2025-2026 City Grant Proposal Term Sheet**

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**Grant Recipient:** Museum of Contemporary Art Jacksonville (“MOCA” or “Recipient”)

**Project Name:** Sculpture Acquisition (*Jacksonville Stacked Stars* by Frank Stella) (the “Project”)

**City Funding Request:** \$500,000

**Contract/Grant Term:** October 1, 2025 – September 30, 2026

**Any substantial change to this FY 2025-2026 City Grant Proposal Term Sheet (the “Term Sheet”) will require City Council approval.**

**PROJECT OVERVIEW:**

The Museum of Contemporary Art Jacksonville requests funding intended to contribute toward the acquisition of a monumental work of sculpture created by the late artist Frank Stella (American, 1936-2024), one of the most beloved and influential contemporary artists of the past century. *Jacksonville Stacked Stars* was initially created to launch MOCA's 2024 100th anniversary Project Atrium series. During 2024, MOCA witnessed historic attendance, directly contradicting national museum attendance trends, with almost 100,000 visitors. Specifically created in honor of MOCA's centennial milestone, *Jacksonville Stacked Stars* is the last major work created by Stella before his passing in May 2024 and the final work in his iconic *Star* series, with other works including stacked stars currently installed in Manhattan at Hudson Yards and the Museum of Modern Art (MoMA), New York.

The goals of this Project, a public-private partnership for the benefit of our community, include completing the acquisition of the sculpture to MOCA's permanent collection and its installation as a landmark work of public sculpture to be displayed near MOCA's campus and adjacent to City Hall, in the heart of Downtown Jacksonville for the benefit of the community and downtown revitalization.

Having *Jacksonville Stacked Stars* centrally located in Downtown Jacksonville enhances the cultural landscape of our city, provides accessible public art for the entire community, and fosters a visual identity of Jacksonville. The sculpture will act as a beacon that will drive cultural tourism, benefiting local businesses and bringing positive regional, national, and international recognition to our great city. Works of art and installations by Stella at other institutions have resulted in record-breaking attendance numbers in cities like the San Francisco, Washington, D.C., and New York.

**PROJECT SCOPE OF WORK AND DELIVERABLES:**

MOCA will acquire *Jacksonville Stacked Stars*, an iconic work of public sculpture, and install it in the heart of Downtown Jacksonville for the public to enjoy daily. MOCA is working with Haskell, JEA, and the City of Jacksonville to plan the installation of the sculpture.

MOCA shall acquire and install the work of public sculpture on or before September 30, 2026 (Performance Schedule). Failure to adhere to this Performance Schedule shall result in termination of the grant agreement and the return of any City funds previously provided. The installation location of the Project shall be approved by the City and shall be accessible to the general public at no cost for a period of not less than 10 years. Any subsequent move of the Project after the initial 10 year period shall be at the sole cost of MOCA.

MOCA shall execute an agreement with the City, establishing required maintenance by MOCA and minimum standards. The City shall not be responsible for the cost of any maintenance. Failure to execute the maintenance agreement shall result in termination of the grant agreement and the return of any City funds previously disbursed.

#### **PROJECT COSTS/PAYMENT TERMS:**

The total project cost for the sculpture acquisition and installation is \$5,000,000. City funds shall be paid on a reimbursement basis upon installation of the sculpture. Reimbursement is contingent upon the City's receipt and approval of required documentation which may include but is not limited to paid invoices, cleared checks and bank statements.. MOCA shall be responsible for any cost overruns of the project.

If the sculpture is moved for any reason to a location not open to the public and not approved by the City at any time during this 10-year period, MOCA shall return any City funds previously provided. .

#### **PROJECT IMPACT & REPORTING:**

**Goal 1:** Acquire *Jacksonville Stacked Stars* – With the support of the City of Jacksonville, the acquisition of this work of art will be considered successful when the final payment installment is made prior to the December 2025 deadline.

**Goal 2:** Install *Jacksonville Stacked Stars* near the Museum in the heart of downtown – MOCA is working with Haskell, JEA, and COJ to plan the installation of the sculpture. Once funding is secured, the installation will begin and will be considered successful once complete.

**Goal 3:** Publicize the installation of the sculpture as a draw for cultural tourism – The completion of the sculpture's installation will be celebrated with an event, publicized by MOCA's marketing team to local, regional, and national media outlets, and integrated into MOCA's marketing and promotional plans. MOCA tracks media mentions, online engagement, and other metrics relevant to the success of its marketing campaigns.

The installation of this iconic work of art speaks to Jacksonville being a forward-looking city that is focused on creating dynamic neighborhoods for its people to live, work, and play. Communications will focus on the broader conversation around the benefits and role of public art in activating urban renewal and creating civic pride, in addition to highlighting the artist, artwork, and Museum.

In the preceding year, MOCA Jacksonville has not only raised a significant portion of what is needed to acquire this work of public art, it also celebrated its 100<sup>th</sup> anniversary with a year and a half of record community engagement and fundraising success. This includes serving more than 100k visitors during its FY25, ending on June 30<sup>th</sup>; attracting more than 34k tourists to downtown with the support of a grant from the TDC, an increase of more than 150% over the previous year and resulting in more than \$19.2 million in economic impact; a 154% increase in regional, national, and international media coverage; a highly successful and sold out Centennial Gala that raised more than any fundraising event in recent memory and garnered more than 90 new member households; accreditation by the American Alliance of Museums, the highest national recognition afforded to American museums; and was recently awarded a new grant from the TDC, again to support regional and national advertising and PR in order to attract more tourists to Jacksonville. In direct relation to *Jacksonville Stacked Stars*, while on display in MOCA's Project Atrium from February through November 2024, MOCA welcomed more than 78k visitors, of whom approximately 75% engaged with MOCA for free. As mentioned previously, MOCA has also successfully fundraised for the sculpture's acquisition and made the first two payments on schedule.

MOCA Jacksonville has engaged more than 100k people from Northeast Florida and beyond over the past year. With the prominent installation of *Jacksonville Stacked Stars* in the heart of downtown, its impact will be far beyond that of MOCA's quantifiable reach. This reach will include the more than 8 million people who live, work, and visit Downtown Jacksonville annually. But the benefits of public art go far beyond the number of people who view the artwork. Research shows that public art is linked to improved public health, increased neighborhood safety, and improved mental and physical wellbeing of residents, while building community pride, bolstering cultural tourism, and benefitting local economies. It is important for successful placemaking and revitalization efforts, helping to create an attractive, vibrant sense of place, cultivating a dynamic environment that attracts tourists, and fosters a sense of identity for residents. Public art is as impactful as appealing storefronts, good street lighting, green spaces, and fine restaurants. Investing in public art positions the community as a hub of creativity and innovation, ensuring a lasting legacy for generations to come.

Art can be a defining feature of a region, not just an accent, and arts and cultural destinations are key factors in determining where people choose to travel. Public art, with its ability to engage, inspire, and provoke thought, has emerged as a key player in satisfying tourist demand for memorable experiences. It is an important component of the experience economy, as people increasingly choose to spend their money in places, at events, and on trips that bring them joy and meaningful memories that reinforce the unique character of a location. This can benefit the local community economically, as cultural tourists travel more often, spend more on average, and stay longer when they travel than non-cultural tourists. As communities compete for the tourist's dollar, arts and culture is a proven magnet for travelers' time and money.

#### **ADDITIONAL GRANT REQUIREMENTS AND CONDITIONS:**

Recipient's expenditure of City funds for the Project and the provision of services shall be subject to the terms and conditions of any contract entered into between the City and Recipient, including any terms and conditions deemed necessary or appropriate by the City's Office of General Counsel pertaining to acquisition, installation, maintenance, etc. of the sculpture. Recipient shall use the City funds for the Project in accordance with the City Council approved Term Sheet and Project budget. The Executive Director of the City's Tourist Development Council may amend this Term Sheet or the approved Project budget consistent with the Project's needs, provided that any substantial change to this Term Sheet will require City Council approval.

FY 2026 City Grant Application  
Proposed Funding Period: FY 2025-2026

FY 2026 City Grant - Complete Project Budget Detail

Lead Agency: Museum of Contemporary Art (MOCA)

Project Name: MOCA Sculpture Acquisition

Agency Fiscal Year: FY 25/26 (1 July - 30 June)

| BUDGET                                                   |                                           |                                            |                                               |                               |                                  |                                         |                                   |                                  |  |
|----------------------------------------------------------|-------------------------------------------|--------------------------------------------|-----------------------------------------------|-------------------------------|----------------------------------|-----------------------------------------|-----------------------------------|----------------------------------|--|
| Categories and Line Items                                | Prior Year<br>Prg Funding<br>FY 2023-2024 | Current Year<br>Prg Budget<br>FY 2024-2025 | Total Est. Cost<br>of Program<br>FY 2025-2026 | Agency<br>Provided<br>Funding | All Other<br>Program<br>Revenues | City of<br>Jacksonville<br>(City Grant) | Federal/ State &<br>Other Funding | Private<br>Foundation<br>Funding |  |
|                                                          |                                           |                                            |                                               |                               |                                  |                                         |                                   |                                  |  |
| I. Employee Compensation                                 |                                           |                                            |                                               |                               |                                  |                                         |                                   |                                  |  |
| Personnel - 01201 (list Job Title or Positions no names) |                                           |                                            |                                               |                               |                                  |                                         |                                   |                                  |  |
| 1                                                        | \$0.00                                    | \$0.00                                     | \$0.00                                        | \$0.00                        | \$0.00                           | \$0.00                                  | \$0.00                            | \$0.00                           |  |
| 2                                                        | \$0.00                                    | \$0.00                                     | \$0.00                                        | \$0.00                        | \$0.00                           | \$0.00                                  | \$0.00                            | \$0.00                           |  |
| 3                                                        | \$0.00                                    | \$0.00                                     | \$0.00                                        | \$0.00                        | \$0.00                           | \$0.00                                  | \$0.00                            | \$0.00                           |  |
| 4                                                        | \$0.00                                    | \$0.00                                     | \$0.00                                        | \$0.00                        | \$0.00                           | \$0.00                                  | \$0.00                            | \$0.00                           |  |
| 5                                                        | \$0.00                                    | \$0.00                                     | \$0.00                                        | \$0.00                        | \$0.00                           | \$0.00                                  | \$0.00                            | \$0.00                           |  |
| 6                                                        | \$0.00                                    | \$0.00                                     | \$0.00                                        | \$0.00                        | \$0.00                           | \$0.00                                  | \$0.00                            | \$0.00                           |  |
| 7                                                        | \$0.00                                    | \$0.00                                     | \$0.00                                        | \$0.00                        | \$0.00                           | \$0.00                                  | \$0.00                            | \$0.00                           |  |
| 8                                                        | \$0.00                                    | \$0.00                                     | \$0.00                                        | \$0.00                        | \$0.00                           | \$0.00                                  | \$0.00                            | \$0.00                           |  |
| 9                                                        | \$0.00                                    | \$0.00                                     | \$0.00                                        | \$0.00                        | \$0.00                           | \$0.00                                  | \$0.00                            | \$0.00                           |  |
| 10                                                       | \$0.00                                    | \$0.00                                     | \$0.00                                        | \$0.00                        | \$0.00                           | \$0.00                                  | \$0.00                            | \$0.00                           |  |
| 11                                                       | \$0.00                                    | \$0.00                                     | \$0.00                                        | \$0.00                        | \$0.00                           | \$0.00                                  | \$0.00                            | \$0.00                           |  |
| 12                                                       | \$0.00                                    | \$0.00                                     | \$0.00                                        | \$0.00                        | \$0.00                           | \$0.00                                  | \$0.00                            | \$0.00                           |  |
| 13                                                       | \$0.00                                    | \$0.00                                     | \$0.00                                        | \$0.00                        | \$0.00                           | \$0.00                                  | \$0.00                            | \$0.00                           |  |
| 14                                                       | \$0.00                                    | \$0.00                                     | \$0.00                                        | \$0.00                        | \$0.00                           | \$0.00                                  | \$0.00                            | \$0.00                           |  |
| 15                                                       | \$0.00                                    | \$0.00                                     | \$0.00                                        | \$0.00                        | \$0.00                           | \$0.00                                  | \$0.00                            | \$0.00                           |  |
| 16                                                       | \$0.00                                    | \$0.00                                     | \$0.00                                        | \$0.00                        | \$0.00                           | \$0.00                                  | \$0.00                            | \$0.00                           |  |
| 17                                                       | \$0.00                                    | \$0.00                                     | \$0.00                                        | \$0.00                        | \$0.00                           | \$0.00                                  | \$0.00                            | \$0.00                           |  |
| 18                                                       | \$0.00                                    | \$0.00                                     | \$0.00                                        | \$0.00                        | \$0.00                           | \$0.00                                  | \$0.00                            | \$0.00                           |  |
| 19                                                       | \$0.00                                    | \$0.00                                     | \$0.00                                        | \$0.00                        | \$0.00                           | \$0.00                                  | \$0.00                            | \$0.00                           |  |
| 20                                                       | \$0.00                                    | \$0.00                                     | \$0.00                                        | \$0.00                        | \$0.00                           | \$0.00                                  | \$0.00                            | \$0.00                           |  |
| 21                                                       | \$0.00                                    | \$0.00                                     | \$0.00                                        | \$0.00                        | \$0.00                           | \$0.00                                  | \$0.00                            | \$0.00                           |  |
| 22                                                       | \$0.00                                    | \$0.00                                     | \$0.00                                        | \$0.00                        | \$0.00                           | \$0.00                                  | \$0.00                            | \$0.00                           |  |
| 23                                                       | \$0.00                                    | \$0.00                                     | \$0.00                                        | \$0.00                        | \$0.00                           | \$0.00                                  | \$0.00                            | \$0.00                           |  |
| 24                                                       | \$0.00                                    | \$0.00                                     | \$0.00                                        | \$0.00                        | \$0.00                           | \$0.00                                  | \$0.00                            | \$0.00                           |  |
| 25                                                       | \$0.00                                    | \$0.00                                     | \$0.00                                        | \$0.00                        | \$0.00                           | \$0.00                                  | \$0.00                            | \$0.00                           |  |
| 26                                                       | \$0.00                                    | \$0.00                                     | \$0.00                                        | \$0.00                        | \$0.00                           | \$0.00                                  | \$0.00                            | \$0.00                           |  |
| 27                                                       | \$0.00                                    | \$0.00                                     | \$0.00                                        | \$0.00                        | \$0.00                           | \$0.00                                  | \$0.00                            | \$0.00                           |  |
| 28                                                       | \$0.00                                    | \$0.00                                     | \$0.00                                        | \$0.00                        | \$0.00                           | \$0.00                                  | \$0.00                            | \$0.00                           |  |
| 29                                                       | \$0.00                                    | \$0.00                                     | \$0.00                                        | \$0.00                        | \$0.00                           | \$0.00                                  | \$0.00                            | \$0.00                           |  |
| 30                                                       | \$0.00                                    | \$0.00                                     | \$0.00                                        | \$0.00                        | \$0.00                           | \$0.00                                  | \$0.00                            | \$0.00                           |  |
| Subtotal Employee Compensation                           | \$0.00                                    | \$0.00                                     | \$0.00                                        | \$0.00                        | \$0.00                           | \$0.00                                  | \$0.00                            | \$0.00                           |  |
| Fringe Benefits                                          |                                           |                                            |                                               |                               |                                  |                                         |                                   |                                  |  |
| Payroll Taxes - FICA & Med Tax - 02101                   | \$0.00                                    | \$0.00                                     | \$0.00                                        | \$0.00                        | \$0.00                           | \$0.00                                  | \$0.00                            | \$0.00                           |  |
| Health Insurance - 02304                                 | \$0.00                                    | \$0.00                                     | \$0.00                                        | \$0.00                        | \$0.00                           | \$0.00                                  | \$0.00                            | \$0.00                           |  |
| Retirement - 02201                                       | \$0.00                                    | \$0.00                                     | \$0.00                                        | \$0.00                        | \$0.00                           | \$0.00                                  | \$0.00                            | \$0.00                           |  |
| Dental - 02301                                           | \$0.00                                    | \$0.00                                     | \$0.00                                        | \$0.00                        | \$0.00                           | \$0.00                                  | \$0.00                            | \$0.00                           |  |
| Life Insurance - 02303                                   | \$0.00                                    | \$0.00                                     | \$0.00                                        | \$0.00                        | \$0.00                           | \$0.00                                  | \$0.00                            | \$0.00                           |  |
| Workers Compensation - 02401                             | \$0.00                                    | \$0.00                                     | \$0.00                                        | \$0.00                        | \$0.00                           | \$0.00                                  | \$0.00                            | \$0.00                           |  |
| Unemployment Taxes - 02501                               | \$0.00                                    | \$0.00                                     | \$0.00                                        | \$0.00                        | \$0.00                           | \$0.00                                  | \$0.00                            | \$0.00                           |  |
| Other Benefits - (Please describe)                       | \$0.00                                    | \$0.00                                     | \$0.00                                        | \$0.00                        | \$0.00                           | \$0.00                                  | \$0.00                            | \$0.00                           |  |
| Subtotal Taxes and Benefits                              | \$0.00                                    | \$0.00                                     | \$0.00                                        | \$0.00                        | \$0.00                           | \$0.00                                  | \$0.00                            | \$0.00                           |  |
| Total Employee Compensation                              | \$0.00                                    | \$0.00                                     | \$0.00                                        | \$0.00                        | \$0.00                           | \$0.00                                  | \$0.00                            | \$0.00                           |  |
| II. Operating Expenses                                   |                                           |                                            |                                               |                               |                                  |                                         |                                   |                                  |  |
| Occupancy Expenses                                       |                                           |                                            |                                               |                               |                                  |                                         |                                   |                                  |  |
| Rent - Occupancy -04408                                  | \$0.00                                    | \$0.00                                     | \$0.00                                        | \$0.00                        | \$0.00                           | \$0.00                                  | \$0.00                            | \$0.00                           |  |
| Telephone - 04181                                        | \$0.00                                    | \$0.00                                     | \$0.00                                        | \$0.00                        | \$0.00                           | \$0.00                                  | \$0.00                            | \$0.00                           |  |
| Utilities - 04301                                        | \$0.00                                    | \$0.00                                     | \$0.00                                        | \$0.00                        | \$0.00                           | \$0.00                                  | \$0.00                            | \$0.00                           |  |
| Maintenance and Repairs - 04603                          | \$0.00                                    | \$0.00                                     | \$0.00                                        | \$0.00                        | \$0.00                           | \$0.00                                  | \$0.00                            | \$0.00                           |  |
| Insurance Property & General Liability - 04502           | \$0.00                                    | \$0.00                                     | \$0.00                                        | \$0.00                        | \$0.00                           | \$0.00                                  | \$0.00                            | \$0.00                           |  |
| Other - (Please describe)                                | \$0.00                                    | \$0.00                                     | \$0.00                                        | \$0.00                        | \$0.00                           | \$0.00                                  | \$0.00                            | \$0.00                           |  |
| Office Expenses                                          |                                           |                                            |                                               |                               |                                  |                                         |                                   |                                  |  |
| Office and Other Supplies - 05101                        | \$0.00                                    | \$0.00                                     | \$0.00                                        | \$0.00                        | \$0.00                           | \$0.00                                  | \$0.00                            | \$0.00                           |  |
| Postage - 04101                                          | \$0.00                                    | \$0.00                                     | \$0.00                                        | \$0.00                        | \$0.00                           | \$0.00                                  | \$0.00                            | \$0.00                           |  |
| Printing and Advertising - 04801                         | \$0.00                                    | \$0.00                                     | \$0.00                                        | \$0.00                        | \$0.00                           | \$0.00                                  | \$0.00                            | \$0.00                           |  |
| Publications - 05216                                     | \$0.00                                    | \$0.00                                     | \$0.00                                        | \$0.00                        | \$0.00                           | \$0.00                                  | \$0.00                            | \$0.00                           |  |
| Staff Training - 05401                                   | \$0.00                                    | \$0.00                                     | \$0.00                                        | \$0.00                        | \$0.00                           | \$0.00                                  | \$0.00                            | \$0.00                           |  |
| Directors & Officers - Insurance - 04501                 | \$0.00                                    | \$0.00                                     | \$0.00                                        | \$0.00                        | \$0.00                           | \$0.00                                  | \$0.00                            | \$0.00                           |  |
| Professional Fees & Services (not audit) - 03410         | \$0.00                                    | \$0.00                                     | \$0.00                                        | \$0.00                        | \$0.00                           | \$0.00                                  | \$0.00                            | \$0.00                           |  |
| Background Screening - 04938                             | \$0.00                                    | \$0.00                                     | \$0.00                                        | \$0.00                        | \$0.00                           | \$0.00                                  | \$0.00                            | \$0.00                           |  |
| Other - Equipment under \$1,000 - 06403                  | \$0.00                                    | \$0.00                                     | \$0.00                                        | \$0.00                        | \$0.00                           | \$0.00                                  | \$0.00                            | \$0.00                           |  |
| Other - (Please describe)                                | \$0.00                                    | \$0.00                                     | \$0.00                                        | \$0.00                        | \$0.00                           | \$0.00                                  | \$0.00                            | \$0.00                           |  |
| Travel Expenses                                          |                                           |                                            |                                               |                               |                                  |                                         |                                   |                                  |  |
| Local Mileage - 04021                                    | \$0.00                                    | \$0.00                                     | \$0.00                                        | \$0.00                        | \$0.00                           | \$0.00                                  | \$0.00                            | \$0.00                           |  |
| Parking & Tools - 04028                                  | \$0.00                                    | \$0.00                                     | \$0.00                                        | \$0.00                        | \$0.00                           | \$0.00                                  | \$0.00                            | \$0.00                           |  |
| Equipment Expenses                                       |                                           |                                            |                                               |                               |                                  |                                         |                                   |                                  |  |
| Rental & Leases - Equipment - 04402                      | \$0.00                                    | \$0.00                                     | \$0.00                                        | \$0.00                        | \$0.00                           | \$0.00                                  | \$0.00                            | \$0.00                           |  |
| Vehicle Fuel and Maintenance - 04216                     | \$0.00                                    | \$0.00                                     | \$0.00                                        | \$0.00                        | \$0.00                           | \$0.00                                  | \$0.00                            | \$0.00                           |  |
| Vehicle Insurance -04502                                 | \$0.00                                    | \$0.00                                     | \$0.00                                        | \$0.00                        | \$0.00                           | \$0.00                                  | \$0.00                            | \$0.00                           |  |
| Other - (Please describe)                                | \$0.00                                    | \$0.00                                     | \$0.00                                        | \$0.00                        | \$0.00                           | \$0.00                                  | \$0.00                            | \$0.00                           |  |
| Direct Client Expenses - 06301                           |                                           |                                            |                                               |                               |                                  |                                         |                                   |                                  |  |
| Client Rent                                              | \$0.00                                    | \$0.00                                     | \$0.00                                        | \$0.00                        | \$0.00                           | \$0.00                                  | \$0.00                            | \$0.00                           |  |
| Client Utilities                                         | \$0.00                                    | \$0.00                                     | \$0.00                                        | \$0.00                        | \$0.00                           | \$0.00                                  | \$0.00                            | \$0.00                           |  |
| Client Food                                              | \$0.00                                    | \$0.00                                     | \$0.00                                        | \$0.00                        | \$0.00                           | \$0.00                                  | \$0.00                            | \$0.00                           |  |
| Client Medical                                           | \$0.00                                    | \$0.00                                     | \$0.00                                        | \$0.00                        | \$0.00                           | \$0.00                                  | \$0.00                            | \$0.00                           |  |
| Client Educational                                       | \$0.00                                    | \$0.00                                     | \$0.00                                        | \$0.00                        | \$0.00                           | \$0.00                                  | \$0.00                            | \$0.00                           |  |
| Client Personal                                          | \$0.00                                    | \$0.00                                     | \$0.00                                        | \$0.00                        | \$0.00                           | \$0.00                                  | \$0.00                            | \$0.00                           |  |
| Client Other (Please describe)                           | \$0.00                                    | \$0.00                                     | \$0.00                                        | \$0.00                        | \$0.00                           | \$0.00                                  | \$0.00                            | \$0.00                           |  |
| Client Other (Please describe)                           | \$0.00                                    | \$0.00                                     | \$0.00                                        | \$0.00                        | \$0.00                           | \$0.00                                  | \$0.00                            | \$0.00                           |  |
| Total Operating Expenses                                 | \$0.00                                    | \$0.00                                     | \$0.00                                        | \$0.00                        | \$0.00                           | \$0.00                                  | \$0.00                            | \$0.00                           |  |
| III. Operating Capital Outlay (OVER \$1,000)             |                                           |                                            |                                               |                               |                                  |                                         |                                   |                                  |  |
| Machinery & Equipment - 06402                            | \$0.00                                    | \$0.00                                     | \$0.00                                        | \$0.00                        | \$0.00                           | \$0.00                                  | \$0.00                            | \$0.00                           |  |
| Computers & Software - 06427                             | \$0.00                                    | \$0.00                                     | \$0.00                                        | \$0.00                        | \$0.00                           | \$0.00                                  | \$0.00                            | \$0.00                           |  |
| Other - Sculpture Acquisition Contribution               | \$0.00                                    | \$0.00                                     | \$500,000.00                                  | \$0.00                        | \$0.00                           | \$500,000.00                            | \$0.00                            | \$0.00                           |  |
| Total Capital Outlay                                     | \$0.00                                    | \$0.00                                     | \$500,000.00                                  | \$0.00                        | \$0.00                           | \$500,000.00                            | \$0.00                            | \$0.00                           |  |
| Direct Expenses Total                                    | \$0.00                                    | \$0.00                                     | \$500,000.00                                  | \$0.00                        | \$0.00                           | \$500,000.00                            | \$0.00                            | \$0.00                           |  |
| Percent of Budget                                        | -                                         | -                                          | 100.0%                                        | 0.0%                          | 0.0%                             | 100.0%                                  | 0.0%                              | 0.0%                             |  |

Last Modified: 07/09/2025

All City Grant items listed must be included in the narrative section of the budget.

**Budget Narrative for Selected Items of Cost**  
**FY 2026 City Grant Application**  
**Project Budget Narrative (Max. 2 Pages)**  
**Proposed Funding Period: FY 2025-2026**  
**COJ Funding Only**

**Agency:** Museum of Contemporary Art Jacksonville

**Project Name:** MOCA Sculpture Acquisition

**EXPENSES:** Please provide narrative description for all categories listed below for which you are seeking [City Funding Only](#).

We have included those required elements in the spaces below. See instructions when listing personnel expenses.

Please feel free to add additional lines as necessary to provide explanations using the line insert feature.

**I. Employee Compensation** None

Salary & Wages None

Payroll Taxes & Benefits None

**II. Operating Expenses** None

Occupancy Expenses

Office Expenses

Travel Expenses - not related to entertainment expenses

Equipment Expenses

Direct Client Expenses

**III. Operating Capital Outlay** \$500,000 - the funding will support the acquisition of a sculpture.

**THE JACKSONVILLE HISTORICAL SOCIETY, INC. – Old St. Luke’s Hospital Restoration Project**

**FY 2025-2026 City Grant Proposal Term Sheet**

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**Grant Recipient:** The Jacksonville Historical Society, Inc. (“JHS or Recipient”)

**Project Name:** Old St. Luke’s Hospital Restoration Project (the “Project”)

**City Funding Request:** \$200,000

**Contract/Grant Term:** October 1, 2025 – September 30, 2026

**Any substantial change to this FY 2025-2026 City Grant Proposal Term Sheet (the “Term Sheet”) will require City Council approval.**

**PROJECT OVERVIEW:**

The Jacksonville Historical Society, Inc. owns and occupies the Old St. Luke’s Hospital building, built in 1878 as the first public hospital in the State of Florida (and in Jacksonville). This venerable three-story brick building is a survivor of the Great Fire of 1901, is listed on the National Register of Historic Sites and is arguably the city’s oldest public building. In the late 1970s, the building underwent restoration prior to being purchased by the Arthritis Foundation. In 2012, the property was bought by the Jacksonville Historical Society and renovated for use as an archival repository, as well as administrative offices.

Now that the former Florida Casket Company building has been renovated for the archives and for museum and exhibit space, plans for the former hospital building include space for a medical history museum as well as serving as the company’s administrative office. While not currently open to the public as a museum, the hospital building still receives annually over 500 visitors who are interested in Jacksonville history. Within the next two years, when the medical history museum is complete as an adjunct to the Jacksonville History Center museum, the organization expects to welcome at least 10 times those numbers of visitors.

Funding will help cover **capital expenses** to replace the decking on three balconies and railing on four balconies, a new ramp, replacing four sets of doors to the balconies/porches, and exterior painting.

**PROJECT SCOPE OF WORK AND DELIVERABLES:**

There is much work to be done to update aging infrastructure, including replacement of balconies and railings, demolition of an old concrete ramp to be replaced with an ADA-accessible switchback ramp, and revamping interior space for offices and exhibits. Please see attached Project budget.

JHS shall commence the Project on or before March 31, 2026 and shall complete the Project on or before September 30, 2026 (Performance Schedule). Failure to adhere to this Performance Schedule shall result in termination of the grant agreement and the return of any City funds previously provided.

**PROJECT COSTS/PAYMENT TERMS:**

Please see attached Project budget. The overall Project is estimated to cost \$420,098.00. Additional funds are being sought from the community at large, including corporations and history-minded individuals, to complete this capital project. City funds provided shall not exceed \$200,000 based on the verified actual costs associated with the Project. City funds will be expensed in accordance with the approved budget and will be paid on a

reimbursement basis upon the City's receipt and approval of required documentation which may include but is not limited to paid invoices, cleared checks and bank statements. JHS shall be responsible for all cost overruns on the project.

The City funds shall be treated as a 10-year forgivable loan. If the Building is not used for its intended purpose at any time during this 10-year period, JHS shall repay the City the unamortized portion of the forgivable loan.

#### **PROJECT IMPACT & REPORTING:**

- (i) The exterior renovation, as noted in the budget, will commence as soon as possible after the grant is awarded. Onsite supervision will ensure the project is on track and on budget.
- (ii) Following complete of the exterior project, the organization will focus on renovation of the interior to result in space for a medical history museum and other types of exhibits. For instance, the building was once the office space for Congressman Charles E. Bennett. The organization was gifted with the desk and filing cabinet used by the late congressman in this space, which could be used in one of the rooms for an exhibit of Jacksonville's government/political history.
- (iii) As noted above, the potential for visitors to Old St. Luke's Hospital could register in the thousands.

#### **ADDITIONAL GRANT REQUIREMENTS AND CONDITIONS:**

Recipient's expenditure of City funds for the Project and the provision of services shall be subject to the terms and conditions of any contract entered into between the City and Recipient. Recipient shall use the City funds for the Project in accordance with the City Council approved Term Sheet and Project budget. The City's Grant Administrator may amend this Term Sheet or the approved Project budget consistent with the Project's needs, provided that any substantial change to this Term Sheet will require City Council approval.

FY 2026 City Grant Application  
Proposed Funding Period: FY 2025-2026

FY 2026 City Grant - Complete Project Budget Detail

Lead Agency: The Jacksonville Historical Society, Inc.

Project Name: Old St. Luke's Hospital Restoration

Agency Fiscal Year: October 1, 2025 - September 30, 2026

| BUDGET                                                        |                                           |                                            |                                               |                               |        |                                  |                                         |                                   |                                  |
|---------------------------------------------------------------|-------------------------------------------|--------------------------------------------|-----------------------------------------------|-------------------------------|--------|----------------------------------|-----------------------------------------|-----------------------------------|----------------------------------|
| Categories and Line Items                                     | Prior Year<br>Prq Funding<br>FY 2023-2024 | Current Year<br>Prq Budget<br>FY 2024-2025 | Total Est. Cost<br>of Program<br>FY 2025-2026 | Agency<br>Provided<br>Funding |        | All Other<br>Program<br>Revenues | City of<br>Jacksonville<br>(City Grant) | Funding Partners                  |                                  |
|                                                               |                                           |                                            |                                               |                               |        |                                  |                                         | Federal/ State &<br>Other Funding | Private<br>Foundation<br>Funding |
| I. Employee Compensation                                      |                                           |                                            |                                               |                               |        |                                  |                                         |                                   |                                  |
| Personnel - 01201 (list Job Title or Positions no names)      |                                           |                                            |                                               |                               |        |                                  |                                         |                                   |                                  |
| 1                                                             | \$0.00                                    | \$0.00                                     | \$0.00                                        | \$0.00                        | \$0.00 | \$0.00                           | \$0.00                                  | \$0.00                            | \$0.00                           |
| 2                                                             | \$0.00                                    | \$0.00                                     | \$0.00                                        | \$0.00                        | \$0.00 | \$0.00                           | \$0.00                                  | \$0.00                            | \$0.00                           |
| 3                                                             | \$0.00                                    | \$0.00                                     | \$0.00                                        | \$0.00                        | \$0.00 | \$0.00                           | \$0.00                                  | \$0.00                            | \$0.00                           |
| 4                                                             | \$0.00                                    | \$0.00                                     | \$0.00                                        | \$0.00                        | \$0.00 | \$0.00                           | \$0.00                                  | \$0.00                            | \$0.00                           |
| 5                                                             | \$0.00                                    | \$0.00                                     | \$0.00                                        | \$0.00                        | \$0.00 | \$0.00                           | \$0.00                                  | \$0.00                            | \$0.00                           |
| 6                                                             | \$0.00                                    | \$0.00                                     | \$0.00                                        | \$0.00                        | \$0.00 | \$0.00                           | \$0.00                                  | \$0.00                            | \$0.00                           |
| 7                                                             | \$0.00                                    | \$0.00                                     | \$0.00                                        | \$0.00                        | \$0.00 | \$0.00                           | \$0.00                                  | \$0.00                            | \$0.00                           |
| 8                                                             | \$0.00                                    | \$0.00                                     | \$0.00                                        | \$0.00                        | \$0.00 | \$0.00                           | \$0.00                                  | \$0.00                            | \$0.00                           |
| 9                                                             | \$0.00                                    | \$0.00                                     | \$0.00                                        | \$0.00                        | \$0.00 | \$0.00                           | \$0.00                                  | \$0.00                            | \$0.00                           |
| 10                                                            | \$0.00                                    | \$0.00                                     | \$0.00                                        | \$0.00                        | \$0.00 | \$0.00                           | \$0.00                                  | \$0.00                            | \$0.00                           |
| 11                                                            | \$0.00                                    | \$0.00                                     | \$0.00                                        | \$0.00                        | \$0.00 | \$0.00                           | \$0.00                                  | \$0.00                            | \$0.00                           |
| 12                                                            | \$0.00                                    | \$0.00                                     | \$0.00                                        | \$0.00                        | \$0.00 | \$0.00                           | \$0.00                                  | \$0.00                            | \$0.00                           |
| 13                                                            | \$0.00                                    | \$0.00                                     | \$0.00                                        | \$0.00                        | \$0.00 | \$0.00                           | \$0.00                                  | \$0.00                            | \$0.00                           |
| 14                                                            | \$0.00                                    | \$0.00                                     | \$0.00                                        | \$0.00                        | \$0.00 | \$0.00                           | \$0.00                                  | \$0.00                            | \$0.00                           |
| 15                                                            | \$0.00                                    | \$0.00                                     | \$0.00                                        | \$0.00                        | \$0.00 | \$0.00                           | \$0.00                                  | \$0.00                            | \$0.00                           |
| 16                                                            | \$0.00                                    | \$0.00                                     | \$0.00                                        | \$0.00                        | \$0.00 | \$0.00                           | \$0.00                                  | \$0.00                            | \$0.00                           |
| 17                                                            | \$0.00                                    | \$0.00                                     | \$0.00                                        | \$0.00                        | \$0.00 | \$0.00                           | \$0.00                                  | \$0.00                            | \$0.00                           |
| 18                                                            | \$0.00                                    | \$0.00                                     | \$0.00                                        | \$0.00                        | \$0.00 | \$0.00                           | \$0.00                                  | \$0.00                            | \$0.00                           |
| 19                                                            | \$0.00                                    | \$0.00                                     | \$0.00                                        | \$0.00                        | \$0.00 | \$0.00                           | \$0.00                                  | \$0.00                            | \$0.00                           |
| 20                                                            | \$0.00                                    | \$0.00                                     | \$0.00                                        | \$0.00                        | \$0.00 | \$0.00                           | \$0.00                                  | \$0.00                            | \$0.00                           |
| 21                                                            | \$0.00                                    | \$0.00                                     | \$0.00                                        | \$0.00                        | \$0.00 | \$0.00                           | \$0.00                                  | \$0.00                            | \$0.00                           |
| 22                                                            | \$0.00                                    | \$0.00                                     | \$0.00                                        | \$0.00                        | \$0.00 | \$0.00                           | \$0.00                                  | \$0.00                            | \$0.00                           |
| 23                                                            | \$0.00                                    | \$0.00                                     | \$0.00                                        | \$0.00                        | \$0.00 | \$0.00                           | \$0.00                                  | \$0.00                            | \$0.00                           |
| 24                                                            | \$0.00                                    | \$0.00                                     | \$0.00                                        | \$0.00                        | \$0.00 | \$0.00                           | \$0.00                                  | \$0.00                            | \$0.00                           |
| 25                                                            | \$0.00                                    | \$0.00                                     | \$0.00                                        | \$0.00                        | \$0.00 | \$0.00                           | \$0.00                                  | \$0.00                            | \$0.00                           |
| 26                                                            | \$0.00                                    | \$0.00                                     | \$0.00                                        | \$0.00                        | \$0.00 | \$0.00                           | \$0.00                                  | \$0.00                            | \$0.00                           |
| 27                                                            | \$0.00                                    | \$0.00                                     | \$0.00                                        | \$0.00                        | \$0.00 | \$0.00                           | \$0.00                                  | \$0.00                            | \$0.00                           |
| 28                                                            | \$0.00                                    | \$0.00                                     | \$0.00                                        | \$0.00                        | \$0.00 | \$0.00                           | \$0.00                                  | \$0.00                            | \$0.00                           |
| 29                                                            | \$0.00                                    | \$0.00                                     | \$0.00                                        | \$0.00                        | \$0.00 | \$0.00                           | \$0.00                                  | \$0.00                            | \$0.00                           |
| 30                                                            | \$0.00                                    | \$0.00                                     | \$0.00                                        | \$0.00                        | \$0.00 | \$0.00                           | \$0.00                                  | \$0.00                            | \$0.00                           |
| Subtotal Employee Compensation                                | \$0.00                                    | \$0.00                                     | \$0.00                                        | \$0.00                        | \$0.00 | \$0.00                           | \$0.00                                  | \$0.00                            | \$0.00                           |
| Fringe Benefits                                               |                                           |                                            |                                               |                               |        |                                  |                                         |                                   |                                  |
| Payroll Taxes - FICA & Med Tax - 02101                        | \$0.00                                    | \$0.00                                     | \$0.00                                        | \$0.00                        | \$0.00 | \$0.00                           | \$0.00                                  | \$0.00                            | \$0.00                           |
| Health Insurance - 02304                                      | \$0.00                                    | \$0.00                                     | \$0.00                                        | \$0.00                        | \$0.00 | \$0.00                           | \$0.00                                  | \$0.00                            | \$0.00                           |
| Retirement - 02201                                            | \$0.00                                    | \$0.00                                     | \$0.00                                        | \$0.00                        | \$0.00 | \$0.00                           | \$0.00                                  | \$0.00                            | \$0.00                           |
| Dental - 02301                                                | \$0.00                                    | \$0.00                                     | \$0.00                                        | \$0.00                        | \$0.00 | \$0.00                           | \$0.00                                  | \$0.00                            | \$0.00                           |
| Life Insurance - 02303                                        | \$0.00                                    | \$0.00                                     | \$0.00                                        | \$0.00                        | \$0.00 | \$0.00                           | \$0.00                                  | \$0.00                            | \$0.00                           |
| Workers Compensation - 02401                                  | \$0.00                                    | \$0.00                                     | \$0.00                                        | \$0.00                        | \$0.00 | \$0.00                           | \$0.00                                  | \$0.00                            | \$0.00                           |
| Unemployment Taxes - 02501                                    | \$0.00                                    | \$0.00                                     | \$0.00                                        | \$0.00                        | \$0.00 | \$0.00                           | \$0.00                                  | \$0.00                            | \$0.00                           |
| Other Benefits - (Please describe)                            | \$0.00                                    | \$0.00                                     | \$0.00                                        | \$0.00                        | \$0.00 | \$0.00                           | \$0.00                                  | \$0.00                            | \$0.00                           |
| Subtotal Taxes and Benefits                                   | \$0.00                                    | \$0.00                                     | \$0.00                                        | \$0.00                        | \$0.00 | \$0.00                           | \$0.00                                  | \$0.00                            | \$0.00                           |
| Total Employee Compensation                                   | \$0.00                                    | \$0.00                                     | \$0.00                                        | \$0.00                        | \$0.00 | \$0.00                           | \$0.00                                  | \$0.00                            | \$0.00                           |
| II. Operating Expenses                                        |                                           |                                            |                                               |                               |        |                                  |                                         |                                   |                                  |
| Occupancy Expenses                                            |                                           |                                            |                                               |                               |        |                                  |                                         |                                   |                                  |
| Rent - Occupancy -04408                                       | \$0.00                                    | \$0.00                                     | \$0.00                                        | \$0.00                        | \$0.00 | \$0.00                           | \$0.00                                  | \$0.00                            | \$0.00                           |
| Telephone - 04181                                             | \$0.00                                    | \$0.00                                     | \$0.00                                        | \$0.00                        | \$0.00 | \$0.00                           | \$0.00                                  | \$0.00                            | \$0.00                           |
| Utilities - 04301                                             | \$0.00                                    | \$0.00                                     | \$0.00                                        | \$0.00                        | \$0.00 | \$0.00                           | \$0.00                                  | \$0.00                            | \$0.00                           |
| Maintenance and Repairs - 04603                               | \$0.00                                    | \$0.00                                     | \$0.00                                        | \$0.00                        | \$0.00 | \$0.00                           | \$0.00                                  | \$0.00                            | \$0.00                           |
| Insurance Property & General Liability - 04502                | \$0.00                                    | \$0.00                                     | \$0.00                                        | \$0.00                        | \$0.00 | \$0.00                           | \$0.00                                  | \$0.00                            | \$0.00                           |
| Other - (Please describe)                                     | \$0.00                                    | \$0.00                                     | \$0.00                                        | \$0.00                        | \$0.00 | \$0.00                           | \$0.00                                  | \$0.00                            | \$0.00                           |
| Office Expenses                                               |                                           |                                            |                                               |                               |        |                                  |                                         |                                   |                                  |
| Office and Other Supplies - 05101                             | \$0.00                                    | \$0.00                                     | \$0.00                                        | \$0.00                        | \$0.00 | \$0.00                           | \$0.00                                  | \$0.00                            | \$0.00                           |
| Postage - 04101                                               | \$0.00                                    | \$0.00                                     | \$0.00                                        | \$0.00                        | \$0.00 | \$0.00                           | \$0.00                                  | \$0.00                            | \$0.00                           |
| Printing and Advertising - 04801                              | \$0.00                                    | \$0.00                                     | \$0.00                                        | \$0.00                        | \$0.00 | \$0.00                           | \$0.00                                  | \$0.00                            | \$0.00                           |
| Publications - 05216                                          | \$0.00                                    | \$0.00                                     | \$0.00                                        | \$0.00                        | \$0.00 | \$0.00                           | \$0.00                                  | \$0.00                            | \$0.00                           |
| Staff Training - 05401                                        | \$0.00                                    | \$0.00                                     | \$0.00                                        | \$0.00                        | \$0.00 | \$0.00                           | \$0.00                                  | \$0.00                            | \$0.00                           |
| Directors & Officers - Insurance - 04501                      | \$0.00                                    | \$0.00                                     | \$0.00                                        | \$0.00                        | \$0.00 | \$0.00                           | \$0.00                                  | \$0.00                            | \$0.00                           |
| Professional Fees & Services (not audit) - 03410              | \$0.00                                    | \$0.00                                     | \$0.00                                        | \$0.00                        | \$0.00 | \$0.00                           | \$0.00                                  | \$0.00                            | \$0.00                           |
| Background Screening - 04938                                  | \$0.00                                    | \$0.00                                     | \$0.00                                        | \$0.00                        | \$0.00 | \$0.00                           | \$0.00                                  | \$0.00                            | \$0.00                           |
| Other - Equipment under \$1,000 - 06403                       | \$0.00                                    | \$0.00                                     | \$0.00                                        | \$0.00                        | \$0.00 | \$0.00                           | \$0.00                                  | \$0.00                            | \$0.00                           |
| Other - (Please describe)                                     | \$0.00                                    | \$0.00                                     | \$0.00                                        | \$0.00                        | \$0.00 | \$0.00                           | \$0.00                                  | \$0.00                            | \$0.00                           |
| Travel Expenses                                               |                                           |                                            |                                               |                               |        |                                  |                                         |                                   |                                  |
| Local Mileage - 04021                                         | \$0.00                                    | \$0.00                                     | \$0.00                                        | \$0.00                        | \$0.00 | \$0.00                           | \$0.00                                  | \$0.00                            | \$0.00                           |
| Parking & Tools - 04028                                       | \$0.00                                    | \$0.00                                     | \$0.00                                        | \$0.00                        | \$0.00 | \$0.00                           | \$0.00                                  | \$0.00                            | \$0.00                           |
| Equipment Expenses                                            |                                           |                                            |                                               |                               |        |                                  |                                         |                                   |                                  |
| Rental & Leases - Equipment - 04402                           | \$0.00                                    | \$0.00                                     | \$0.00                                        | \$0.00                        | \$0.00 | \$0.00                           | \$0.00                                  | \$0.00                            | \$0.00                           |
| Vehicle Fuel and Maintenance - 04216                          | \$0.00                                    | \$0.00                                     | \$0.00                                        | \$0.00                        | \$0.00 | \$0.00                           | \$0.00                                  | \$0.00                            | \$0.00                           |
| Vehicle Insurance -04502                                      | \$0.00                                    | \$0.00                                     | \$0.00                                        | \$0.00                        | \$0.00 | \$0.00                           | \$0.00                                  | \$0.00                            | \$0.00                           |
| Other - (Please describe)                                     | \$0.00                                    | \$0.00                                     | \$0.00                                        | \$0.00                        | \$0.00 | \$0.00                           | \$0.00                                  | \$0.00                            | \$0.00                           |
| Direct Client Expenses - 06301                                |                                           |                                            |                                               |                               |        |                                  |                                         |                                   |                                  |
| Client Rent                                                   | \$0.00                                    | \$0.00                                     | \$0.00                                        | \$0.00                        | \$0.00 | \$0.00                           | \$0.00                                  | \$0.00                            | \$0.00                           |
| Client Utilities                                              | \$0.00                                    | \$0.00                                     | \$0.00                                        | \$0.00                        | \$0.00 | \$0.00                           | \$0.00                                  | \$0.00                            | \$0.00                           |
| Client Food                                                   | \$0.00                                    | \$0.00                                     | \$0.00                                        | \$0.00                        | \$0.00 | \$0.00                           | \$0.00                                  | \$0.00                            | \$0.00                           |
| Client Medical                                                | \$0.00                                    | \$0.00                                     | \$0.00                                        | \$0.00                        | \$0.00 | \$0.00                           | \$0.00                                  | \$0.00                            | \$0.00                           |
| Client Educational                                            | \$0.00                                    | \$0.00                                     | \$0.00                                        | \$0.00                        | \$0.00 | \$0.00                           | \$0.00                                  | \$0.00                            | \$0.00                           |
| Client Personal                                               | \$0.00                                    | \$0.00                                     | \$0.00                                        | \$0.00                        | \$0.00 | \$0.00                           | \$0.00                                  | \$0.00                            | \$0.00                           |
| Client Other (Please describe)                                | \$0.00                                    | \$0.00                                     | \$0.00                                        | \$0.00                        | \$0.00 | \$0.00                           | \$0.00                                  | \$0.00                            | \$0.00                           |
| Client Other (Please describe)                                | \$0.00                                    | \$0.00                                     | \$0.00                                        | \$0.00                        | \$0.00 | \$0.00                           | \$0.00                                  | \$0.00                            | \$0.00                           |
| Total Operating Expenses                                      | \$0.00                                    | \$0.00                                     | \$0.00                                        | \$0.00                        | \$0.00 | \$0.00                           | \$0.00                                  | \$0.00                            | \$0.00                           |
| III. Operating Capital Outlay (OVER \$1,000)                  |                                           |                                            |                                               |                               |        |                                  |                                         |                                   |                                  |
| Machinery & Equipment - 06402                                 | \$0.00                                    | \$0.00                                     | \$0.00                                        | \$0.00                        | \$0.00 | \$0.00                           | \$0.00                                  | \$0.00                            | \$0.00                           |
| Computers & Software - 06427                                  | \$0.00                                    | \$0.00                                     | \$0.00                                        | \$0.00                        | \$0.00 | \$0.00                           | \$0.00                                  | \$0.00                            | \$0.00                           |
| Other - (Please describe) Old St. Luke's Hospital Restoration | \$0.00                                    | \$0.00                                     | \$420,098.00                                  | \$0.00                        | \$0.00 | \$200,000.00                     | \$220,098.00                            | \$0.00                            | \$0.00                           |
| Total Capital Outlay                                          | \$0.00                                    | \$0.00                                     | \$420,098.00                                  | \$0.00                        | \$0.00 | \$200,000.00                     | \$220,098.00                            | \$0.00                            | \$0.00                           |
| Direct Expenses Total                                         | \$0.00                                    | \$0.00                                     | \$420,098.00                                  | \$0.00                        | \$0.00 | \$200,000.00                     | \$220,098.00                            | \$0.00                            | \$0.00                           |
| Percent of Budget                                             | -                                         | -                                          | 100.0%                                        | 0.0%                          | 0.0%   | 47.6%                            | 52.4%                                   | 0.0%                              | 0.0%                             |

Last Modified: 06/16/2025

All City Grant items listed must be included in the narrative section of the budget.

**Budget Narrative for Selected Items of Cost**  
**FY 2026 City Grant Application**  
**Project Budget Narrative (Max. 2 Pages)**  
**Proposed Funding Period: FY 2025-2026**  
**COJ Funding Only**

**Agency: The Jacksonville Historical Society, Inc.**

**Project Name: Old St. Luke's Hospit**

**EXPENSES:** Please provide narrative description for all categories listed below for which you are seeking **City Funding Only**.

We have included those required elements in the spaces below. See instructions when listing personnel expenses.

Please feel free to add additional lines as necessary to provide explanations using the line insert feature.

**I. Employee Compensation** - (not related to costs of the office of the governor of a state or the chief executive of a political subdivision)

Salary & Wages

Payroll Taxes & Benefits

**II. Operating Expenses**

Occupancy Expenses

Office Expenses

Travel Expenses - not related to entertainment expenses

Equipment Expenses

Direct Client Expenses

**III. Operating Capital Outlay:**

|                                                               |              |
|---------------------------------------------------------------|--------------|
| Other - (Please describe) Old St. Luke's Hospital Restoration | \$200,000.00 |
|---------------------------------------------------------------|--------------|

AGAPE COMMUNITY HEALTH CENTER, INC.

FY 2025-2026 City Grant Proposal Term Sheet

**Grant Recipient:** Agape Community Health Center, Inc., a Florida not for profit corporation (“Recipient”)

**Program Name:** Integrated and Accessible Primary & Behavioral Health Care Services (the “Program”)

**City Funding Requests:** \$121,724

**Contract/Grant Term:** October 1, 2025– September 30, 2026

**Any substantial change to this FY 2025-2026 City Grant Proposal Term Sheet (the “Term Sheet”) or a budget change not within 10% of the attached Program budget will require City Council approval.**

**PROGRAM OVERVIEW:** Agape’s integrated and accessible primary and behavioral health care services program, (hereafter, the “Program”), serves Duval County residents. The Program is offered in six zip codes (32204, 32208, 32216, 32218, 32244, & 32277), where the patient population is demographically diverse and has undiagnosed and uncontrolled hypertension and diabetes. The Program’s goals and objectives are health promotion and prevention of strokes and heart attacks. This work is a priority because out of Florida’s 67 counties, Duval ranks #41 in health outcomes.<sup>1</sup> Therefore, the Program will assist county residents by (1) providing services to income eligible patients without regard to the ability to pay, (2) providing universal screening, standardized assessments, case management, brief psychotherapy, social services linkages, joint care planning, frequent healthcare team plan of care consultations, patient health outcomes monitoring, and point of service/care health education, (3) providing coordinated, co-located, and integrated behavioral health and primary care services using a single, electronic health record plan of care. In FY 2025-2026, the City’s direct appropriation funding will be paid to the State.

**PROGRAM SCOPE OF WORK AND DELIVERABLES:** Adults refer to the Program’s growing census. In FY 25/26 the objectives will be to *increase the proportion of adults (IPOA)* who achieve hypertension control or blood glucose control, and of adults who are overweight/obese, provide a diagnosis of pre-diabetes, if indicated. The Program’s activities will include scheduling/rescheduling appointments, organizing patient flows, completing comprehensive assessments, (biomedical, social, emotional, and behavioral health histories), using team-based care, developing tailored treatment plans, documenting care in an electronic health record, engaging patients in treatment involvement, and doing post-treatment follow-ups. Deliverables include reducing waiting time after check-in, identification of disease risk and protective factors, creating measurable and quantifiable care plans objectives, and development and display of key Program performance indicators. The timeline for these deliverables will be from the point of service encounter to six months after receipt of funding.

**PROGRAM COSTS/PAYMENT TERMS:** The cost to operate the Program for the Low-Income Pool (LIP) appears in Table 1 below. The City’s intergovernmental transfer will go to the State.

Table 1: Other Funding Sources Applied for or Contributed to Agape’s Primary Care Services Program

| FUNDING TYPE | COJ MATCH    | MATCH DESCRIPTION                        | ACHA STATE | TOTAL FUNDING |
|--------------|--------------|------------------------------------------|------------|---------------|
| LIP          | \$121,723.86 | Initial Local Intergovernmental Transfer | \$162,811  | \$284,534.86  |
|              |              | Sub-Total Impact                         |            |               |
| TOTAL        | \$121,723.86 |                                          | \$162,811  | \$284,534.86  |

<sup>1</sup> [Florida | County Health Rankings & Roadmaps](#)

- Up to \$121,723.86 will be used as our Intergovernmental Transfer (IGT) for FQHC LIP funding for AHCA and anticipate receiving an additional \$162,811. These combined funds will be used for Uncompensated Care, Emergency Room Diversion, Diagnostic Services and Preventative Care for the most vulnerable in Duval County. **Uncompensated care** refers to medical services provided by health care facilities for which no payment is received from the patient or insurer. This includes both charity care (services provided for free or at reduced costs to patients who cannot afford to pay) and bad debt (services for which payment was expected but not received).
- Any COJ Match, up to the maximum amount of \$121,723.86, not used to satisfy the City’s FQHC LIP matching requirement shall be eligible for disbursement directly to Agape for expenditures related to providing uncompensated care for uninsured and indigent patients, and for the benefit of Duval County residents only.
  - Reimbursement by COJ of related expenses, paid directly to Agape, shall only occur after proof of accounting backup (i.e. paid invoices, pay stubs, approved accounting system showing expenditure of funds, and/or receipts along with copies of promotional materials as appropriate) and other documentation satisfactory to the City has been provided.
  - Any expenditure compensated or offset by AHCA funding shall not be eligible for reimbursement by the City.

In the context of Duval County, funds allocated for uncompensated care will be used to support the following initiatives:

1. **Emergency Room Diversion:** Programs aimed at reducing non-emergency use of emergency rooms by providing alternative care options, such as urgent care centers or primary care services.
2. **Diagnostic Services:** Essential medical tests and screenings to diagnose health conditions early, improving treatment outcomes and reducing long-term health care costs.
3. **Preventative Care:** Services designed to prevent illnesses or detect them early, including vaccinations, health screenings, and wellness programs.

These initiatives are crucial for supporting the most vulnerable populations in Duval County, ensuring they receive necessary medical care regardless of their ability to pay.

**PROGRAM IMPACT & REPORTING:** The Program’s targets, goals, and objectives (TGOs) are hypertension control (HC), blood glucose control, and a diagnosis of pre-diabetes, if indicated, for overweight or obese. To impact population health outcomes, Agape will do the following: 1) outreach, 2) use health informatics, 3) coordinate, co-locate, and integrate medical and behavioral health services, 4) monitor program metrics, and 5) evaluate Program implementation. Quantitative data will measure the objectives. For example, “[Hypertension] control (HC) is Systolic Blood Pressure less than 140 mmHg and Diastolic Blood Pressure less than 90 mmHg because of treatment, lifestyle modification, and pharmacologic therapy.<sup>2</sup> Agape will track the percentage of pre-treatment hypertensives who achieved HC. The approach described here consists of defining metrics, using a pretreatment baseline or reference point, taking at least two empirical post treatment measurements, and computing improvement, (temporal change). The Program’s achievements during the year immediately preceding this funding request were reductions in Emergency Room visits for inappropriate or non-emergent care and timely and appropriate use of health care services to ameliorate disease, and to improve or maintain function. The

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<sup>2</sup> doi [10.1161/CIRCOUTCOMES.111.963439](https://doi.org/10.1161/CIRCOUTCOMES.111.963439)

anticipated number of Duval County residents the Program will service is 800. The projected Program impact on those residents will be:

- Fewer sick days,
- More time for quality family interactions, productivity, and leisure,
- Less time and fewer dollars for unmanaged chronic disease states, and
- Proactive control of poor health habits that culminate in advanced and debilitating disease processes.

**ADDITIONAL GRANT REQUIREMENTS AND CONDITIONS:** As it pertains to any City funds disbursed directly to Agape, Recipient's expenditure of City funds for the Program and the provision of services shall be subject to Chapter 118, Parts 1 – 5 of the *Jacksonville Ordinance Code*, and the terms and conditions of any contract entered between the City and Recipient. Recipient shall use the City funds for the Program in accordance with the City Council approved Term Sheet and Program budget. The City's Grant Administrator may amend this Term Sheet and the approved Program budget consistent with the Program's needs, provided that any substantial change to this Term Sheet or the approved Program budget will require City Council approval.

**FY 2026 Agape IGT Match Funding - Program Budget Detail**

**Agency: Agape Community Health Center, Inc.**

**Program Name: Integrated and Accessible Primary & Behavioral Health Care Services**

**Agency Fiscal Year: FY2025 -2026**

| Categories and Line Items                              | Prior Year<br>Prg Funding<br>FY 2023-2024 | Current Year<br>Prg Budget<br>FY 2024-2025 | Total Est. Cost<br>of Program<br>FY 2025-2026 | BUDGET                        |                                  | Funding Partners                        |                                   |                                  |
|--------------------------------------------------------|-------------------------------------------|--------------------------------------------|-----------------------------------------------|-------------------------------|----------------------------------|-----------------------------------------|-----------------------------------|----------------------------------|
|                                                        |                                           |                                            |                                               | Agency<br>Provided<br>Funding | All Other<br>Program<br>Revenues | City of<br>Jacksonville<br>(City Grant) | Federal/ State &<br>Other Funding | Private<br>Foundation<br>Funding |
| <b>I. Employee Compensation</b>                        |                                           |                                            |                                               |                               |                                  |                                         |                                   |                                  |
| <b>Personnel - 01201 (list Job Title or Positions)</b> |                                           |                                            |                                               |                               |                                  |                                         |                                   |                                  |
| 1                                                      | \$0.00                                    | \$0.00                                     | \$0.00                                        | \$0.00                        | \$0.00                           | \$0.00                                  | \$0.00                            | \$0.00                           |
| 2                                                      | \$0.00                                    | \$0.00                                     | \$0.00                                        | \$0.00                        | \$0.00                           | \$0.00                                  | \$0.00                            | \$0.00                           |
| 3                                                      | \$0.00                                    | \$0.00                                     | \$0.00                                        | \$0.00                        | \$0.00                           | \$0.00                                  | \$0.00                            | \$0.00                           |
| 4                                                      | \$0.00                                    | \$0.00                                     | \$0.00                                        | \$0.00                        | \$0.00                           | \$0.00                                  | \$0.00                            | \$0.00                           |
| 5                                                      | \$0.00                                    | \$0.00                                     | \$0.00                                        | \$0.00                        | \$0.00                           | \$0.00                                  | \$0.00                            | \$0.00                           |
| 6                                                      | \$0.00                                    | \$0.00                                     | \$0.00                                        | \$0.00                        | \$0.00                           | \$0.00                                  | \$0.00                            | \$0.00                           |
| 7                                                      | \$0.00                                    | \$0.00                                     | \$0.00                                        | \$0.00                        | \$0.00                           | \$0.00                                  | \$0.00                            | \$0.00                           |
| 8                                                      | \$0.00                                    | \$0.00                                     | \$0.00                                        | \$0.00                        | \$0.00                           | \$0.00                                  | \$0.00                            | \$0.00                           |
| 9                                                      | \$0.00                                    | \$0.00                                     | \$0.00                                        | \$0.00                        | \$0.00                           | \$0.00                                  | \$0.00                            | \$0.00                           |
| 10                                                     | \$0.00                                    | \$0.00                                     | \$0.00                                        | \$0.00                        | \$0.00                           | \$0.00                                  | \$0.00                            | \$0.00                           |
| 11                                                     | \$0.00                                    | \$0.00                                     | \$0.00                                        | \$0.00                        | \$0.00                           | \$0.00                                  | \$0.00                            | \$0.00                           |
| 12                                                     | \$0.00                                    | \$0.00                                     | \$0.00                                        | \$0.00                        | \$0.00                           | \$0.00                                  | \$0.00                            | \$0.00                           |
| 13                                                     | \$0.00                                    | \$0.00                                     | \$0.00                                        | \$0.00                        | \$0.00                           | \$0.00                                  | \$0.00                            | \$0.00                           |
| 14                                                     | \$0.00                                    | \$0.00                                     | \$0.00                                        | \$0.00                        | \$0.00                           | \$0.00                                  | \$0.00                            | \$0.00                           |
| 15                                                     | \$0.00                                    | \$0.00                                     | \$0.00                                        | \$0.00                        | \$0.00                           | \$0.00                                  | \$0.00                            | \$0.00                           |
| 16                                                     | \$0.00                                    | \$0.00                                     | \$0.00                                        | \$0.00                        | \$0.00                           | \$0.00                                  | \$0.00                            | \$0.00                           |
| 17                                                     | \$0.00                                    | \$0.00                                     | \$0.00                                        | \$0.00                        | \$0.00                           | \$0.00                                  | \$0.00                            | \$0.00                           |
| 18                                                     | \$0.00                                    | \$0.00                                     | \$0.00                                        | \$0.00                        | \$0.00                           | \$0.00                                  | \$0.00                            | \$0.00                           |
| 19                                                     | \$0.00                                    | \$0.00                                     | \$0.00                                        | \$0.00                        | \$0.00                           | \$0.00                                  | \$0.00                            | \$0.00                           |
| 20                                                     | \$0.00                                    | \$0.00                                     | \$0.00                                        | \$0.00                        | \$0.00                           | \$0.00                                  | \$0.00                            | \$0.00                           |
| 21                                                     | \$0.00                                    | \$0.00                                     | \$0.00                                        | \$0.00                        | \$0.00                           | \$0.00                                  | \$0.00                            | \$0.00                           |
| 22                                                     | \$0.00                                    | \$0.00                                     | \$0.00                                        | \$0.00                        | \$0.00                           | \$0.00                                  | \$0.00                            | \$0.00                           |
| 23                                                     | \$0.00                                    | \$0.00                                     | \$0.00                                        | \$0.00                        | \$0.00                           | \$0.00                                  | \$0.00                            | \$0.00                           |
| 24                                                     | \$0.00                                    | \$0.00                                     | \$0.00                                        | \$0.00                        | \$0.00                           | \$0.00                                  | \$0.00                            | \$0.00                           |
| 25                                                     | \$0.00                                    | \$0.00                                     | \$0.00                                        | \$0.00                        | \$0.00                           | \$0.00                                  | \$0.00                            | \$0.00                           |
| 26                                                     | \$0.00                                    | \$0.00                                     | \$0.00                                        | \$0.00                        | \$0.00                           | \$0.00                                  | \$0.00                            | \$0.00                           |
| 27                                                     | \$0.00                                    | \$0.00                                     | \$0.00                                        | \$0.00                        | \$0.00                           | \$0.00                                  | \$0.00                            | \$0.00                           |
| 28                                                     | \$0.00                                    | \$0.00                                     | \$0.00                                        | \$0.00                        | \$0.00                           | \$0.00                                  | \$0.00                            | \$0.00                           |
| 29                                                     | \$0.00                                    | \$0.00                                     | \$0.00                                        | \$0.00                        | \$0.00                           | \$0.00                                  | \$0.00                            | \$0.00                           |
| 30                                                     | \$0.00                                    | \$0.00                                     | \$0.00                                        | \$0.00                        | \$0.00                           | \$0.00                                  | \$0.00                            | \$0.00                           |
| <b>Subtotal Employee Compensation</b>                  | <b>\$0.00</b>                             | <b>\$0.00</b>                              | <b>\$0.00</b>                                 | <b>\$0.00</b>                 | <b>\$0.00</b>                    | <b>\$0.00</b>                           | <b>\$0.00</b>                     | <b>\$0.00</b>                    |
| <b>Fringe Benefits</b>                                 |                                           |                                            |                                               |                               |                                  |                                         |                                   |                                  |
| Payroll Taxes - FICA & Med Tax - 02101                 | \$0.00                                    | \$0.00                                     | \$0.00                                        | \$0.00                        | \$0.00                           | \$0.00                                  | \$0.00                            | \$0.00                           |
| Health Insurance - 02304                               | \$0.00                                    | \$0.00                                     | \$0.00                                        | \$0.00                        | \$0.00                           | \$0.00                                  | \$0.00                            | \$0.00                           |
| Retirement - 02201                                     | \$0.00                                    | \$0.00                                     | \$0.00                                        | \$0.00                        | \$0.00                           | \$0.00                                  | \$0.00                            | \$0.00                           |
| Dental - 02301                                         | \$0.00                                    | \$0.00                                     | \$0.00                                        | \$0.00                        | \$0.00                           | \$0.00                                  | \$0.00                            | \$0.00                           |
| Life Insurance - 02303                                 | \$0.00                                    | \$0.00                                     | \$0.00                                        | \$0.00                        | \$0.00                           | \$0.00                                  | \$0.00                            | \$0.00                           |
| Workers Compensation - 02401                           | \$0.00                                    | \$0.00                                     | \$0.00                                        | \$0.00                        | \$0.00                           | \$0.00                                  | \$0.00                            | \$0.00                           |
| Unemployment Taxes - 02501                             | \$0.00                                    | \$0.00                                     | \$0.00                                        | \$0.00                        | \$0.00                           | \$0.00                                  | \$0.00                            | \$0.00                           |
| Other Benefits - (Please describe)                     | \$0.00                                    | \$0.00                                     | \$0.00                                        | \$0.00                        | \$0.00                           | \$0.00                                  | \$0.00                            | \$0.00                           |
| <b>Subtotal Taxes and Benefits</b>                     | <b>\$0.00</b>                             | <b>\$0.00</b>                              | <b>\$0.00</b>                                 | <b>\$0.00</b>                 | <b>\$0.00</b>                    | <b>\$0.00</b>                           | <b>\$0.00</b>                     | <b>\$0.00</b>                    |
| <b>Total Employee Compensation</b>                     | <b>\$0.00</b>                             | <b>\$0.00</b>                              | <b>\$0.00</b>                                 | <b>\$0.00</b>                 | <b>\$0.00</b>                    | <b>\$0.00</b>                           | <b>\$0.00</b>                     | <b>\$0.00</b>                    |
| <b>II. Operating Expenses</b>                          |                                           |                                            |                                               |                               |                                  |                                         |                                   |                                  |
| <b>Occupancy Expenses</b>                              |                                           |                                            |                                               |                               |                                  |                                         |                                   |                                  |
| Rent - Occupancy -04408                                | \$0.00                                    | \$0.00                                     | \$0.00                                        | \$0.00                        | \$0.00                           | \$0.00                                  | \$0.00                            | \$0.00                           |
| Telephone - 04181                                      | \$0.00                                    | \$0.00                                     | \$0.00                                        | \$0.00                        | \$0.00                           | \$0.00                                  | \$0.00                            | \$0.00                           |
| Utilities - 04301                                      | \$0.00                                    | \$0.00                                     | \$0.00                                        | \$0.00                        | \$0.00                           | \$0.00                                  | \$0.00                            | \$0.00                           |
| Maintenance and Repairs - 04603                        | \$0.00                                    | \$0.00                                     | \$0.00                                        | \$0.00                        | \$0.00                           | \$0.00                                  | \$0.00                            | \$0.00                           |
| Insurance Property & General Liability - 04502         | \$0.00                                    | \$0.00                                     | \$0.00                                        | \$0.00                        | \$0.00                           | \$0.00                                  | \$0.00                            | \$0.00                           |
| Other - (Please describe)                              | \$0.00                                    | \$0.00                                     | \$0.00                                        | \$0.00                        | \$0.00                           | \$0.00                                  | \$0.00                            | \$0.00                           |
| <b>Office Expenses</b>                                 |                                           |                                            |                                               |                               |                                  |                                         |                                   |                                  |
| Office and Other Supplies - 05101                      | \$0.00                                    | \$0.00                                     | \$0.00                                        | \$0.00                        | \$0.00                           | \$0.00                                  | \$0.00                            | \$0.00                           |
| Postage - 04101                                        | \$0.00                                    | \$0.00                                     | \$0.00                                        | \$0.00                        | \$0.00                           | \$0.00                                  | \$0.00                            | \$0.00                           |
| Printing and Advertising - 04801                       | \$0.00                                    | \$0.00                                     | \$0.00                                        | \$0.00                        | \$0.00                           | \$0.00                                  | \$0.00                            | \$0.00                           |
| Publications - 05216                                   | \$0.00                                    | \$0.00                                     | \$0.00                                        | \$0.00                        | \$0.00                           | \$0.00                                  | \$0.00                            | \$0.00                           |
| Staff Training - 05401                                 | \$0.00                                    | \$0.00                                     | \$0.00                                        | \$0.00                        | \$0.00                           | \$0.00                                  | \$0.00                            | \$0.00                           |
| Directors & Officers - Insurance - 04501               | \$0.00                                    | \$0.00                                     | \$0.00                                        | \$0.00                        | \$0.00                           | \$0.00                                  | \$0.00                            | \$0.00                           |
| Professional Fees & Services (not audit) - 03410       | \$0.00                                    | \$0.00                                     | \$0.00                                        | \$0.00                        | \$0.00                           | \$0.00                                  | \$0.00                            | \$0.00                           |
| Background Screening - 04938                           | \$0.00                                    | \$0.00                                     | \$0.00                                        | \$0.00                        | \$0.00                           | \$0.00                                  | \$0.00                            | \$0.00                           |
| Other - Equipment under \$1,000 - 06403                | \$0.00                                    | \$0.00                                     | \$0.00                                        | \$0.00                        | \$0.00                           | \$0.00                                  | \$0.00                            | \$0.00                           |
| Other - (Please describe)                              | \$0.00                                    | \$0.00                                     | \$0.00                                        | \$0.00                        | \$0.00                           | \$0.00                                  | \$0.00                            | \$0.00                           |
| <b>Travel Expenses</b>                                 |                                           |                                            |                                               |                               |                                  |                                         |                                   |                                  |
| Local Mileage - 04021                                  | \$0.00                                    | \$0.00                                     | \$0.00                                        | \$0.00                        | \$0.00                           | \$0.00                                  | \$0.00                            | \$0.00                           |
| Parking & Tools - 04028                                | \$0.00                                    | \$0.00                                     | \$0.00                                        | \$0.00                        | \$0.00                           | \$0.00                                  | \$0.00                            | \$0.00                           |
| <b>Equipment Expenses</b>                              |                                           |                                            |                                               |                               |                                  |                                         |                                   |                                  |
| Rental & Leases - Equipment - 04402                    | \$0.00                                    | \$0.00                                     | \$0.00                                        | \$0.00                        | \$0.00                           | \$0.00                                  | \$0.00                            | \$0.00                           |
| Vehicle Fuel and Maintenance - 04216                   | \$0.00                                    | \$0.00                                     | \$0.00                                        | \$0.00                        | \$0.00                           | \$0.00                                  | \$0.00                            | \$0.00                           |
| Vehicle Insurance -04502                               | \$0.00                                    | \$0.00                                     | \$0.00                                        | \$0.00                        | \$0.00                           | \$0.00                                  | \$0.00                            | \$0.00                           |
| Other - (Please describe)                              | \$0.00                                    | \$0.00                                     | \$0.00                                        | \$0.00                        | \$0.00                           | \$0.00                                  | \$0.00                            | \$0.00                           |
| <b>Direct Client Expenses - 08301</b>                  |                                           |                                            |                                               |                               |                                  |                                         |                                   |                                  |
| Client Rent                                            | \$0.00                                    | \$0.00                                     | \$0.00                                        | \$0.00                        | \$0.00                           | \$0.00                                  | \$0.00                            | \$0.00                           |
| Client Utilities                                       | \$0.00                                    | \$0.00                                     | \$0.00                                        | \$0.00                        | \$0.00                           | \$0.00                                  | \$0.00                            | \$0.00                           |
| Client Food                                            | \$0.00                                    | \$0.00                                     | \$0.00                                        | \$0.00                        | \$0.00                           | \$0.00                                  | \$0.00                            | \$0.00                           |
| Client Medical (Labs, Medical Care)                    | \$163,265.00                              | \$123,028.00                               | \$121,723.86                                  | \$0.00                        | \$0.00                           | \$121,723.86                            | \$162,811.00                      | \$0.00                           |
| Client Educationa                                      | \$0.00                                    | \$0.00                                     | \$0.00                                        | \$0.00                        | \$0.00                           | \$0.00                                  | \$0.00                            | \$0.00                           |
| Client Persona                                         | \$0.00                                    | \$0.00                                     | \$0.00                                        | \$0.00                        | \$0.00                           | \$0.00                                  | \$0.00                            | \$0.00                           |
| Client Other (Please describe)                         | \$0.00                                    | \$0.00                                     | \$0.00                                        | \$0.00                        | \$0.00                           | \$0.00                                  | \$0.00                            | \$0.00                           |
| Client Other (Please describe)                         | \$0.00                                    | \$0.00                                     | \$0.00                                        | \$0.00                        | \$0.00                           | \$0.00                                  | \$0.00                            | \$0.00                           |
| <b>Total Operating Expenses</b>                        | <b>\$163,265.00</b>                       | <b>\$123,028.00</b>                        | <b>\$121,723.86</b>                           | <b>\$0.00</b>                 | <b>\$0.00</b>                    | <b>\$121,723.86</b>                     | <b>\$162,811.00</b>               | <b>\$0.00</b>                    |
| <b>III. Operating Capital Outlay (OVER \$1,000)</b>    |                                           |                                            |                                               |                               |                                  |                                         |                                   |                                  |
| Machinery & Equipment - 06402                          | \$0.00                                    | \$0.00                                     | \$0.00                                        | \$0.00                        | \$0.00                           | \$0.00                                  | \$0.00                            | \$0.00                           |
| Computers & Software - 06427                           | \$0.00                                    | \$0.00                                     | \$0.00                                        | \$0.00                        | \$0.00                           | \$0.00                                  | \$0.00                            | \$0.00                           |
| Other - (Please describe)                              | \$0.00                                    | \$0.00                                     | \$0.00                                        | \$0.00                        | \$0.00                           | \$0.00                                  | \$0.00                            | \$0.00                           |
| <b>Total Capital Outlay</b>                            | <b>\$0.00</b>                             | <b>\$0.00</b>                              | <b>\$0.00</b>                                 | <b>\$0.00</b>                 | <b>\$0.00</b>                    | <b>\$0.00</b>                           | <b>\$0.00</b>                     | <b>\$0.00</b>                    |
| <b>Direct Expenses Total</b>                           | <b>\$163,265.00</b>                       | <b>\$123,028.00</b>                        | <b>\$121,723.86</b>                           | <b>\$0.00</b>                 | <b>\$0.00</b>                    | <b>\$121,723.86</b>                     | <b>\$162,811.00</b>               | <b>\$0.00</b>                    |
| <b>Percent of Budget</b>                               | <b>-</b>                                  | <b>-</b>                                   | <b>100.0%</b>                                 | <b>0.0%</b>                   | <b>0.0%</b>                      | <b>100.0%</b>                           | <b>133.8%</b>                     | <b>0.0%</b>                      |

Last Modified: 07/09/2025

All PSG Items listed must be included in the narrative section of the budget.

**Budget Narrative for Selected Items of Cost  
FY 25-26 City Grant Application  
Program Budget Narrative (Max. 2 Pages)  
Proposed Funding Period: FY 2025-2026  
COJ Funding Only**

**Agency:** Agape Family Health **Program Name:** Integrated and Accessible Primary Health Care Services (IAPHCS)

**EXPENSES:** Please provide narrative description for all categories listed below for which you are seeking City Funding Only.

We have included those required elements in the spaces below. See instructions when listing personnel expenses.

Please feel free to add additional lines as necessary to provide explanations using the line insert feature.

**I. Employee Compensation** - (not related to costs of the office of the governor of a state or the chief executive of a political subdivision)

**Salary & Wages**

**Payroll Taxes & Benefits**

**II. Operating Expenses**

**Occupancy Expenses**

**Office Expenses**

**Travel Expenses - not related to entertainment expenses**

**Equipment Expenses**

**Direct Client Expenses**

Uncompensated Care,  
Emergency Room Diversion,  
Diagnostic Services and  
Preventative Care

\$ 121,723.86  
\$ 121,723.86

**III. Operating Capital Outlay:**

## **DIRECT CONTRACT TERM SHEET**

### **TRINITY RESCUE MISSION**

#### **SCOPE OF SERVICES / PROGRAM BUDGET**

**Contractor:** Trinity Rescue Mission, Inc. (“Trinity Rescue Mission” or “Contractor”)

**Maximum Contract Amount:** \$506,003.52

**Contract Term:** October 1, 2025 – September 30, 2026

#### **CONTRACTOR OVERVIEW:**

Trinity Rescue Mission is a faith-based nonprofit focused on ending the cycle of homelessness for men, women, and especially children across Northeast Florida. Our Emergency Services meet the immediate crisis needs of those in downtown Jacksonville by providing the basics – food, shelter and clothing. Our Transition Programs create a safe, sober environment using services tailored to resident’s individual needs. These services include housing, employment, addiction recovery, life skills, and much more, in a program that can last 6-24 months. Our focus is on root cause, long-term and sustainable solutions for ending homelessness.

- **SCOPE OF SERVICES:**

Trinity Rescue Mission will be contracted to assist the City and the Jacksonville Fire and Rescue Department (JFRD) in addressing unauthorized camping and sleeping on public property (HB 1365). Trinity Rescue Mission shall perform the following tasks and services under contract with the City:

- **Task 1: Additional Beds**

- Maintain a minimum of 44 additional beds.
- Additional beds shall be held for City use specifically related to addressing unauthorized camping and sleeping on public property.
- Provide individuals occupying the additional beds with the same level of service as other facility residents and perform additional services as agreed upon by City and Trinity Rescue Mission.
- Maintain a minimum of 112 beds in Duval County (“Minimum Beds”), which includes the 44 Additional Beds.

- **Task 2: Intake and Hotline**

- Maintain a point of contact available 24/7 for contract coordination with JFRD and intake processing.
- Participate in a rotating homelessness hotline with other related City contractors.
- Perform intake processing and management of individuals referred by JFRD (to the extent Additional Beds are available).
- Provide secure storage capacity for personal belongings of persons utilizing beds pursuant to this Agreement.

- Adequate shower facilities and two meals per day shall be made available to each bed user under this Agreement.
- **Task 3**
  - Participate in joint meetings between City, contractors and other stakeholders related to unauthorized camping and sleeping on public property.
  - Maintain records and data on individuals utilizing Additional Beds.
  - Provide monthly reporting on activities related to unauthorized camping and sleeping on public property and use of Additional Beds, including but not limited to providing a list of individuals processed through intake in last 30 days, a list of individuals departed in the last 30 days, information on lengths of stay and terms of departure from service.
  - Provide the City with current Additional Bed availability upon request.
  - Provide the City with annual report of activity related to unauthorized camping and sleeping on public property and Additional Beds, including but not limited to information regarding the total number of individuals served and average length of stay.
  - Provide the City with additional data and information, as needed, related to the City efforts to address unauthorized camping and sleeping on public property.

- **MAXIMUM AWARD:**

The maximum indebtedness for this contract shall be \$506,003.52.

**Operating Award:** Not to exceed \$506,003.52

Trinity Rescue Mission shall be compensated at a rate of \$958.34 per month per Additional Bed maintained. At the end of each month, Trinity Rescue Mission shall submit an invoice to the City with supportive documentation detailing the total number of beds maintained in Duval County during the previous month, including Additional Beds. Failure to maintain the Minimum Beds requirement in a period shall result in a 1 for 1 reduction in the Additional Beds compensated for that period.

- **ADDITIONAL CONTRACT REQUIREMENTS AND CONDITIONS:**

- Upon prior notification, Contractor shall make records available to the City (including the Council Auditor's Office) to perform audits of the contract.

## **DIRECT CONTRACT TERM SHEET**

### **CITY RESCUE MISSION**

#### **SCOPE OF SERVICES / PROGRAM BUDGET**

**Contractor:** The City Rescue Mission, Inc. (“City Rescue Mission or “Contractor”)

**Maximum Contract Amount:** \$299,002.08

**Contract Term:** October 1, 2025 – September 30, 2026

#### **CONTRACTOR OVERVIEW:**

City Rescue Mission is a faith-based nonprofit that’s been serving the homeless and needy since 1946. It offers a wide range of services aimed at helping individuals transition from crisis to stability.

- **SCOPE OF SERVICES:**

The City Rescue Mission will be contracted to assist the City and the Jacksonville Fire and Rescue Department (JFRD) in addressing unauthorized camping and sleeping on public property (HB 1365). City Rescue Mission shall perform the following tasks and services under contract with the City:

- **Task 1: Additional Beds**

- Maintain a minimum of 26 additional beds.
- Additional beds shall be held for City use specifically related to addressing unauthorized camping and sleeping on public property.
- Provide individuals occupying the additional beds with the same level of service as other facility residents and perform additional services as agreed upon by City and City Rescue Mission.
- Maintain a minimum of 76 beds in Duval County (“Minimum Beds”), which includes the 26 Additional Beds.

- **Task 2: Intake and Hotline**

- Maintain a point of contact available 24/7 for contract coordination with JFRD and intake processing.
- Participate in a rotating homelessness hotline with other related City contractors.
- Perform intake processing and management of individuals referred by JFRD (to the extent Additional Beds are available).
- Provide secure storage capacity for personal belongings of persons utilizing beds pursuant to this Agreement.
- Adequate shower facilities and two meals per day shall be made available to each bed user under this Agreement.

- **Task 3**

- Participate in joint meetings between City, contractors and other stakeholders related to unauthorized camping and sleeping on public property.
- Maintain records and data on individuals utilizing Additional Beds.
- Provide monthly reporting on activities related to unauthorized camping and sleeping on public property and use of Additional Beds, including but not limited to providing a list of individuals processed through intake in last 30 days, a list of individuals departed in the last 30 days, information on lengths of stay and terms of departure from service.
- Provide the City with current Additional Bed availability upon request.
- Provide the City with annual report of activity related to unauthorized camping and sleeping on public property and Additional Beds, including but not limited to information regarding the total number of individuals served and average length of stay.
- Provide the City with additional data and information, as needed, related to the City efforts to address unauthorized camping and sleeping on public property.

- **MAXIMUM AWARD:**

The maximum indebtedness for this contract shall be \$299,002.08.

**Operating Award:** Not to exceed \$299,002.08

City Rescue Mission shall be compensated at a rate of \$958.34 per month per Additional Bed maintained. At the end of each month, City Rescue Mission shall submit an invoice to the City with supportive documentation detailing the total number of beds maintained in Duval County during the previous month, including Additional Beds. Failure to maintain the Minimum Beds requirement in a period shall result in a 1 for 1 reduction in the Additional Beds compensated for that period.

- **ADDITIONAL CONTRACT REQUIREMENTS AND CONDITIONS:**

- Upon prior notification, Contractor shall make records available to the City (including the Council Auditor's Office) to perform audits of the contract.

## **DIRECT CONTRACT TERM SHEET**

### **SALVATION ARMY**

#### **SCOPE OF SERVICES / PROGRAM BUDGET**

**Contractor:** The Salvation Army (“Salvation Army” or “Contractor”)

**Maximum Contract Amount:** \$560,003.20

**Contract Term:** October 1, 2025 – September 30, 2026

#### **CONTRACTOR OVERVIEW:**

Salvation Army is a faith-based nonprofit focused on ending the cycle of homelessness for men, women, and children. Services offered include shelter for men, women, and families, three meals a day, substance abuse support, transitional housing, job training and placement services, faith-based reentry programs for ex-offenders, and referrals for medical, dental, and mental health care

- **SCOPE OF SERVICES:**

The Salvation Army will be contracted to assist the City and the Jacksonville Fire and Rescue Department (JFRD) in addressing unauthorized camping and sleeping on public property (HB 1365). Salvation Army shall perform the following tasks and services under contract with the City:

- **Task 1: Additional Beds**

- Maintain a minimum of 40 additional beds.
- Additional beds shall be held for City use specifically related to addressing unauthorized camping and sleeping on public property.
- Provide individuals occupying the additional beds with the same level of service as other facility residents and perform additional services as agreed upon by City and Salvation Army.
- Maintain a minimum of 120 beds in Duval County (“Minimum Beds”), which includes the 40 Additional Beds.

- **Task 2: Intake and Hotline**

- Maintain a point of contact available 24/7 for contract coordination with JFRD and intake processing.
- Participate in a rotating homelessness hotline with other related City contractors.
- Perform intake processing and management of individuals referred by JFRD (to the extent Additional Beds are available).
- Provide secure storage capacity for personal belongings of persons utilizing beds pursuant to this Agreement.
- Adequate shower facilities and two meals per day shall be made available to each bed user under this Agreement.

- **Task 3**

- Participate in joint meetings between City, contractors and other stakeholders related to unauthorized camping and sleeping on public property.
- Maintain records and data on individuals utilizing Additional Beds.
- Provide monthly reporting on activities related to unauthorized camping and sleeping on public property and use of Additional Beds, including but not limited to providing a list of individuals processed through intake in last 30 days, a list of individuals departed in the last 30 days, information on lengths of stay and terms of departure from service.
- Provide the City with current Additional Bed availability upon request.
- Provide the City with annual report of activity related to unauthorized camping and sleeping on public property and Additional Beds, including but not limited to information regarding the total number of individuals served and average length of stay.
- Provide the City with additional data and information, as needed, related to the City efforts to address unauthorized camping and sleeping on public property.

- **MAXIMUM AWARD:**

The maximum indebtedness for this contract shall be \$560,003.20

**Operating Award:** Not to exceed \$560,003.20

The Salvation Army shall be compensated at a rate of \$1,166.68 per month per Additional Bed maintained. At the end of each month, the Salvation Army shall submit an invoice to the City with supportive documentation detailing the total number of beds maintained in Duval County during the previous month, including Additional Beds. Failure to maintain the Minimum Beds requirement in a period shall result in a 1 for 1 reduction in the Additional Beds compensated for that period.

- **ADDITIONAL CONTRACT REQUIREMENTS AND CONDITIONS:**

- Upon prior notification, Contractor shall make records available to the City (including the Council Auditor's Office) to perform audits of the contract.

# **The Pollock Group, LLC – Florida Black Excellence Festival**

## **FY 2025-2026 City Grant Proposal Term Sheet**

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**Grant Recipient:** The Pollock Group, LLC (“Recipient”)

**Program Name:** The Florida Black Excellence Festival (the “Program”)

**City Funding Request:** \$100,000

**Contract/Grant Term:** October 1, 2025 – September 30, 2026

**Any substantial change to this FY 2025-2026 City Grant Proposal Term Sheet (the “Term Sheet”) or a budget change not within 10% of the attached Program budget line-items will require City Council approval.**

### **PROGRAM OVERVIEW:**

The Florida Black Excellence Festival (FBX) has become a signature event in Jacksonville that combines economic development, workforce opportunities, and cultural tourism with the celebration of heritage and community pride. Since its founding, The Program has driven new spending, attracted visitors, and created exposure for small businesses and entrepreneurs across the region. Our goal is to leverage Jacksonville’s diversity as an economic driver, strengthening local businesses and residents while positioning the city as a hub of innovation, culture, and opportunity.

The Florida Black Excellence Festival was founded to support the following goals:

- **Showcase local & regional small businesses** (with an emphasis on diverse, minority-owned enterprises).
- **Support access to community services** that improve quality of life for residents.
- **Expand employment opportunities** through direct engagement with employers and workforce partners.
- **Spotlight educational and training resources** that prepare citizens for future industries.

The Florida Black Excellence Festival is anchored in the Six Columns of Success:

1. Entrepreneurship
2. Jobs
3. Wealth Creation
4. Health
5. Education (S.T.E.A.M for all ages)
6. History & Culture

These pillars align directly with the City’s broader economic and workforce development strategies.

### **PROGRAM SCOPE OF WORK AND DELIVERABLES:**

The Program includes three cornerstone events:

1. **Top 20 Under 40 Recognition Breakfast**

Celebrates emerging leaders across industries, entrepreneurs, policy makers, innovators, and service leaders—who are shaping Jacksonville’s future.

## 2. Taste of Excellence

A culinary competition highlighting local chefs, restaurants, and food entrepreneurs. The event attracts attendees across demographics and serves as a fundraiser for community initiatives and scholarships.

## 3. Florida Black Excellence Festival (Main Event)

The main event serves as a regional marketplace and empowerment hub. By promoting small businesses and connecting residents with employers, agencies, and educational partners, the Festival generates measurable impact for Jacksonville’s economy.

### Highlights include:

- **Hiring Opportunities (Goal: 500+ jobs)** – Career exploration, on-site interviews, and workforce partner connections.
- **Exhibitor Opportunities (100+ small businesses)** – Exposure to 10,000–15,000 attendees, creating direct revenue opportunities.
- **Community Services (25+ agencies)** – Linking residents with healthcare, housing, and social support services.
- **Empowerment Workshops (10+)** – Topics include entrepreneurship, mental health, small business finance, workforce certifications, financial literacy, and retirement planning.

### PROGRAM COSTS/PAYMENT TERMS:

- **Facility Rental & Ancillary Expenses** – VyStar Veterans Arena and Ritz Theater – \$50,000
- **Printing Expenses** – Grassroots marketing, flyers, outreach materials – \$14,000
- **Promotional Materials** – Marketing materials, T-shirts, etc. – \$15,000
- **Advertising & Production** – Digital marketing, billboards, media buys, video production – \$21,000

**Total Request:** \$100,000

### Terms:

City funds shall be expended in accordance with the approved budget for the event to be held in Duval County to support Duval County residents and businesses. City funds will be disbursed on a reimbursement basis upon the City’s receipt and approval of required documentation including but not limited to paid invoices, cleared checks and bank statements.

### PROGRAM IMPACT & REPORTING:

The Pollock Group, LLC will measure and report Program success through:

- **Business Growth** – Registering 100+ small, micro, and start-up businesses.
- **Community Engagement** – 25+ government and nonprofit service providers interacting with thousands of residents.
- **Workforce Outcomes** – 500+ positions offered by employers; reporting on interviews and hires.
- **Education & Training** – 25+ institutions providing pathways to skills and careers.

The Program's combination of **economic activity, workforce connection, and cultural celebration** ensures broad impact for Jacksonville, benefiting all residents, businesses, and the City's long-term growth.

**ADDITIONAL GRANT REQUIREMENTS AND CONDITIONS:**

Recipient's expenditure of City funds for the Program and the provision of services shall be subject to Chapter 118, Parts 1 – 5 of the *Jacksonville Ordinance Code*, and the terms and conditions of any contract entered between the City and Recipient. Recipients shall use the City funds for the Program in accordance with the City Council approved Term Sheet and Program budget. The City's Grant Administrator may amend this Term Sheet or the approved Program budget consistent with the Program's needs, provided that any substantial change to this Term Sheet or a budget change not within 10% of the attached Program budget line-items will require City Council approval.

## FY 2026 City Grant - Complete Program Budget Detail

Lead Agency: The Pollock Group, LLC

Program Name: Florida Black Excellence Festival

Agency Fiscal Year: Jan - Dec

| Categories and Line Items                                                                          | Prior Year<br>Prgr Funding<br>FY 2023-2024 | Current Year<br>Prgr Budget<br>FY 2024-2025 | Total Est. Cost<br>of Program<br>FY 2025-2026 | BUDGET                        |                                  | Funding Partners                        |                                      |                                  |
|----------------------------------------------------------------------------------------------------|--------------------------------------------|---------------------------------------------|-----------------------------------------------|-------------------------------|----------------------------------|-----------------------------------------|--------------------------------------|----------------------------------|
|                                                                                                    |                                            |                                             |                                               | Agency<br>Provided<br>Funding | All Other<br>Program<br>Revenues | City of<br>Jacksonville<br>(City Grant) | Federal/ State<br>& Other<br>Funding | Private<br>Foundation<br>Funding |
| <b>I. Employee Compensation</b>                                                                    |                                            |                                             |                                               |                               |                                  |                                         |                                      |                                  |
| <b>Personnel - 01201 (list job title or Positions no names)</b>                                    |                                            |                                             |                                               |                               |                                  |                                         |                                      |                                  |
| 1 CEO                                                                                              | \$6,500.00                                 | \$6,500.00                                  | \$6,500.00                                    | \$0.00                        | \$6,500.00                       | \$0.00                                  | \$0.00                               | \$0.00                           |
| 2 Director                                                                                         | \$5,500.00                                 | \$5,500.00                                  | \$5,500.00                                    | \$0.00                        | \$5,500.00                       | \$0.00                                  | \$0.00                               | \$0.00                           |
| 3 Event Manager                                                                                    | \$0.00                                     | \$6,000.00                                  | \$6,000.00                                    | \$0.00                        | \$6,000.00                       | \$0.00                                  | \$0.00                               | \$0.00                           |
| 4 Office Manager (Accounting)                                                                      | \$4,500.00                                 | \$4,500.00                                  | \$4,500.00                                    | \$0.00                        | \$4,500.00                       | \$0.00                                  | \$0.00                               | \$0.00                           |
| 5 Program Assistant                                                                                | \$3,500.00                                 | \$3,500.00                                  | \$3,500.00                                    | \$0.00                        | \$3,500.00                       | \$0.00                                  | \$0.00                               | \$0.00                           |
| 6 Sales Staff                                                                                      | \$0.00                                     | \$9,000.00                                  | \$9,000.00                                    | \$0.00                        | \$9,000.00                       | \$0.00                                  | \$0.00                               | \$0.00                           |
| 7 Bartenders                                                                                       | \$0.00                                     | \$2,000.00                                  | \$2,000.00                                    | \$0.00                        | \$2,000.00                       | \$0.00                                  | \$0.00                               | \$0.00                           |
| 8 Chef Competition Judges                                                                          | \$0.00                                     | \$3,000.00                                  | \$3,000.00                                    | \$0.00                        | \$3,000.00                       | \$0.00                                  | \$0.00                               | \$0.00                           |
| <b>Subtotal Employee Compensation</b>                                                              | <b>\$20,000.00</b>                         | <b>\$40,000.00</b>                          | <b>\$40,000.00</b>                            | <b>\$0.00</b>                 | <b>\$40,000.00</b>               | <b>\$0.00</b>                           | <b>\$0.00</b>                        | <b>\$0.00</b>                    |
| <b>Fringe Benefits</b>                                                                             |                                            |                                             |                                               |                               |                                  |                                         |                                      |                                  |
| Payroll Taxes - FICA & Med Tax - 02101                                                             | \$3,000.00                                 | \$3,000.00                                  | \$3,000.00                                    | \$0.00                        | \$3,000.00                       | \$0.00                                  | \$0.00                               | \$0.00                           |
| <b>Subtotal Taxes and Benefits</b>                                                                 | <b>\$3,000.00</b>                          | <b>\$3,000.00</b>                           | <b>\$3,000.00</b>                             | <b>\$0.00</b>                 | <b>\$3,000.00</b>                | <b>\$0.00</b>                           | <b>\$0.00</b>                        | <b>\$0.00</b>                    |
| <b>Total Employee Compensation</b>                                                                 | <b>\$23,000.00</b>                         | <b>\$43,000.00</b>                          | <b>\$43,000.00</b>                            | <b>\$0.00</b>                 | <b>\$43,000.00</b>               | <b>\$0.00</b>                           | <b>\$0.00</b>                        | <b>\$0.00</b>                    |
| <b>II. Operating Expenses</b>                                                                      |                                            |                                             |                                               |                               |                                  |                                         |                                      |                                  |
| <b>Occupancy Expenses</b>                                                                          |                                            |                                             |                                               |                               |                                  |                                         |                                      |                                  |
| Telephone - 04181                                                                                  | \$0.00                                     | \$600.00                                    | \$600.00                                      | \$0.00                        | \$600.00                         | \$0.00                                  | \$0.00                               | \$0.00                           |
| Utilities - 04301                                                                                  | \$0.00                                     | \$0.00                                      | \$0.00                                        | \$0.00                        | \$0.00                           | \$0.00                                  | \$0.00                               | \$0.00                           |
| Maintenance and Repairs - 04603                                                                    | \$0.00                                     | \$0.00                                      | \$0.00                                        | \$0.00                        | \$0.00                           | \$0.00                                  | \$0.00                               | \$0.00                           |
| Insurance Property & General Liability - 04502                                                     | \$2,000.00                                 | \$2,000.00                                  | \$2,000.00                                    | \$0.00                        | \$2,000.00                       | \$0.00                                  | \$0.00                               | \$0.00                           |
| Other - (Facility Rental & Ancillary Expenses (VyStar Arena, The Ritz Theater, St Paul AME Church) | \$139,000.00                               | \$140,000.00                                | \$135,000.00                                  | \$0.00                        | \$85,000.00                      | \$50,000.00                             | \$0.00                               | \$0.00                           |
| <b>Office Expenses</b>                                                                             |                                            |                                             |                                               |                               |                                  |                                         |                                      |                                  |
| Office and Other Supplies - 05101(T-shirts & Promotional Materials)                                | \$6,750.00                                 | \$7,000.00                                  | \$17,000.00                                   | \$0.00                        | \$2,000.00                       | \$15,000.00                             | \$0.00                               | \$0.00                           |
| Postage - 04101                                                                                    | \$0.00                                     | \$0.00                                      | \$0.00                                        | \$0.00                        | \$0.00                           | \$0.00                                  | \$0.00                               | \$0.00                           |
| Printing 04801                                                                                     | \$13,533.18                                | \$20,000.00                                 | \$14,000.00                                   | \$0.00                        | \$0.00                           | \$14,000.00                             | \$0.00                               | \$0.00                           |
| Advertising 04801                                                                                  | \$35,000.00                                | \$50,000.00                                 | \$46,000.00                                   | \$0.00                        | \$25,000.00                      | \$21,000.00                             | \$0.00                               | \$0.00                           |
| Staff Training - 05401                                                                             | \$0.00                                     | \$500.00                                    | \$500.00                                      | \$0.00                        | \$500.00                         | \$0.00                                  | \$0.00                               | \$0.00                           |
| Directors & Officers - Insurance - 04501                                                           | \$0.00                                     | \$0.00                                      | \$0.00                                        | \$0.00                        | \$0.00                           | \$0.00                                  | \$0.00                               | \$0.00                           |
| Professional Fees & Services (not audit) - 03410                                                   | \$0.00                                     | \$0.00                                      | \$0.00                                        | \$0.00                        | \$0.00                           | \$0.00                                  | \$0.00                               | \$0.00                           |
| Background Screening - 04938                                                                       | \$0.00                                     | \$0.00                                      | \$0.00                                        | \$0.00                        | \$0.00                           | \$0.00                                  | \$0.00                               | \$0.00                           |
| Other - Equipment under \$1,000 - 06403                                                            | \$0.00                                     | \$0.00                                      | \$0.00                                        | \$0.00                        | \$0.00                           | \$0.00                                  | \$0.00                               | \$0.00                           |
| Other - (Please describe)                                                                          | \$0.00                                     | \$0.00                                      | \$0.00                                        | \$0.00                        | \$0.00                           | \$0.00                                  | \$0.00                               | \$0.00                           |
| <b>Travel Expenses</b>                                                                             |                                            |                                             |                                               |                               |                                  |                                         |                                      |                                  |
| Local Mileage - 04021                                                                              | \$0.00                                     | \$8,000.00                                  | \$8,000.00                                    | \$0.00                        | \$8,000.00                       | \$0.00                                  | \$0.00                               | \$0.00                           |
| Parking & Tools - 04028                                                                            | \$0.00                                     | \$0.00                                      | \$0.00                                        | \$0.00                        | \$0.00                           | \$0.00                                  | \$0.00                               | \$0.00                           |
| <b>Equipment Expenses</b>                                                                          |                                            |                                             |                                               |                               |                                  |                                         |                                      |                                  |
| Rental & Leases - Equipment - 04402                                                                | \$2,000.00                                 | \$2,000.00                                  | \$2,000.00                                    | \$0.00                        | \$2,000.00                       | \$0.00                                  | \$0.00                               | \$0.00                           |
| Vehicle Fuel and Maintenance - 04216                                                               | \$0.00                                     | \$0.00                                      | \$0.00                                        | \$0.00                        | \$0.00                           | \$0.00                                  | \$0.00                               | \$0.00                           |
| Vehicle Insurance - 04502                                                                          | \$0.00                                     | \$0.00                                      | \$0.00                                        | \$0.00                        | \$0.00                           | \$0.00                                  | \$0.00                               | \$0.00                           |
| Other - (Please describe)                                                                          | \$0.00                                     | \$0.00                                      | \$0.00                                        | \$0.00                        | \$0.00                           | \$0.00                                  | \$0.00                               | \$0.00                           |
| <b>Direct Client Expenses - 08301</b>                                                              |                                            |                                             |                                               |                               |                                  |                                         |                                      |                                  |
| Staging and Equipment                                                                              | \$15,000.00                                | \$20,000.00                                 | \$20,000.00                                   | \$0.00                        | \$20,000.00                      | \$0.00                                  | \$0.00                               | \$0.00                           |
| Volunteer Team Management                                                                          | \$0.00                                     | \$2,000.00                                  | \$2,000.00                                    | \$0.00                        | \$2,000.00                       | \$0.00                                  | \$0.00                               | \$0.00                           |
| Entertainment                                                                                      | \$57,516.82                                | \$100,000.00                                | \$100,000.00                                  | \$0.00                        | \$100,000.00                     | \$0.00                                  | \$0.00                               | \$0.00                           |
| Gospel Contest                                                                                     | \$5,000.00                                 | \$5,000.00                                  | \$5,000.00                                    | \$0.00                        | \$5,000.00                       | \$0.00                                  | \$0.00                               | \$0.00                           |
| Juneteenth Celebration                                                                             | \$0.00                                     | \$3,000.00                                  | \$3,000.00                                    | \$0.00                        | \$3,000.00                       | \$0.00                                  | \$0.00                               | \$0.00                           |
| Sound and Lighting                                                                                 | \$10,000.00                                | \$5,000.00                                  | \$5,000.00                                    | \$0.00                        | \$5,000.00                       | \$0.00                                  | \$0.00                               | \$0.00                           |
| Security                                                                                           | \$3,000.00                                 | \$2,000.00                                  | \$2,000.00                                    | \$0.00                        | \$2,000.00                       | \$0.00                                  | \$0.00                               | \$0.00                           |
| Meals & Miscellaneous                                                                              | \$5,000.00                                 | \$4,000.00                                  | \$4,000.00                                    | \$0.00                        | \$4,000.00                       | \$0.00                                  | \$0.00                               | \$0.00                           |
| Awards                                                                                             | \$3,000.00                                 | \$2,000.00                                  | \$2,000.00                                    | \$0.00                        | \$2,000.00                       | \$0.00                                  | \$0.00                               | \$0.00                           |
| Ground Transportation                                                                              | \$2,000.00                                 | \$2,000.00                                  | \$2,000.00                                    | \$0.00                        | \$2,000.00                       | \$0.00                                  | \$0.00                               | \$0.00                           |
| Graphic Design/Photography                                                                         | \$3,000.00                                 | \$6,000.00                                  | \$6,000.00                                    | \$0.00                        | \$6,000.00                       | \$0.00                                  | \$0.00                               | \$0.00                           |
| Social Media Influencers                                                                           | \$0.00                                     | \$5,000.00                                  | \$5,000.00                                    | \$0.00                        | \$5,000.00                       | \$0.00                                  | \$0.00                               | \$0.00                           |
| VIP Lounge & Food                                                                                  | \$2,500.00                                 | \$3,500.00                                  | \$3,500.00                                    | \$0.00                        | \$3,500.00                       | \$0.00                                  | \$0.00                               | \$0.00                           |
| Hotel Accommodations                                                                               | \$6,500.00                                 | \$18,000.00                                 | \$18,000.00                                   | \$0.00                        | \$18,000.00                      | \$0.00                                  | \$0.00                               | \$0.00                           |
| Kid Zone                                                                                           | \$4,000.00                                 | \$5,000.00                                  | \$5,000.00                                    | \$0.00                        | \$5,000.00                       | \$0.00                                  | \$0.00                               | \$0.00                           |
| Swag Bags                                                                                          | \$10,000.00                                | \$10,000.00                                 | \$10,000.00                                   | \$0.00                        | \$10,000.00                      | \$0.00                                  | \$0.00                               | \$0.00                           |
| Contingency Fund                                                                                   | \$5,000.00                                 | \$7,000.00                                  | \$7,000.00                                    | \$0.00                        | \$7,000.00                       | \$0.00                                  | \$0.00                               | \$0.00                           |
| Ticketing Equipment & Widget                                                                       | \$0.00                                     | \$3,000.00                                  | \$3,000.00                                    | \$0.00                        | \$3,000.00                       | \$0.00                                  | \$0.00                               | \$0.00                           |
| <b>Total Operating Expenses</b>                                                                    | <b>\$329,800.00</b>                        | <b>\$432,600.00</b>                         | <b>\$427,600.00</b>                           | <b>\$0.00</b>                 | <b>\$327,600.00</b>              | <b>\$100,000.00</b>                     | <b>\$0.00</b>                        | <b>\$0.00</b>                    |
| <b>III. Operating Capital Outlay (OVER \$1,000)</b>                                                |                                            |                                             |                                               |                               |                                  |                                         |                                      |                                  |
| Machinery & Equipment - 06402                                                                      | \$0.00                                     | \$0.00                                      | \$0.00                                        | \$0.00                        | \$0.00                           | \$0.00                                  | \$0.00                               | \$0.00                           |
| Computers & Software - 06427                                                                       | \$0.00                                     | \$0.00                                      | \$0.00                                        | \$0.00                        | \$0.00                           | \$0.00                                  | \$0.00                               | \$0.00                           |
| Other - (Please describe)                                                                          | \$0.00                                     | \$0.00                                      | \$0.00                                        | \$0.00                        | \$0.00                           | \$0.00                                  | \$0.00                               | \$0.00                           |
| <b>Total Capital Outlay</b>                                                                        | <b>\$0.00</b>                              | <b>\$0.00</b>                               | <b>\$0.00</b>                                 | <b>\$0.00</b>                 | <b>\$0.00</b>                    | <b>\$0.00</b>                           | <b>\$0.00</b>                        | <b>\$0.00</b>                    |
| <b>Direct Expenses Total</b>                                                                       | <b>\$352,800.00</b>                        | <b>\$475,600.00</b>                         | <b>\$470,600.00</b>                           | <b>\$0.00</b>                 | <b>\$370,600.00</b>              | <b>\$100,000.00</b>                     | <b>\$0.00</b>                        | <b>\$0.00</b>                    |
| <b>Percent of Budget</b>                                                                           | <b>-</b>                                   | <b>-</b>                                    | <b>100.0%</b>                                 | <b>0.0%</b>                   | <b>78.8%</b>                     | <b>21.2%</b>                            | <b>0.0%</b>                          | <b>0.0%</b>                      |

Last Modified: 07/08/2024

All City Grant items listed must be included in the narrative section of the budget.

**Budget Narrative for Selected Items of Cost  
FY 2026 City Grant Application  
Program Budget Narrative (Max. 2 Pages)  
Proposed Funding Period: FY 2025-2026  
COJ Funding Only**

**Agency:**The Pollock Group, LLC

**Program Name:** The Florida Black Excellence Festival

**EXPENSES:** Please provide narrative description for all categories listed below for which you are seeking **City Funding Only**.

We have included those required elements in the spaces below. See instructions when listing personnel expenses.

Please feel free to add additional lines as necessary to provide explanations using the line insert feature.

**I. Employee Compensation** - (not related to costs of the office of the governor of a state or the chief executive of a political subdivision)

**Salary & Wages**

**Payroll Taxes & Benefits**

**II. Operating Expenses**

**Occupancy Expenses**

Other - Facility Rental & Ancillary Expense

(Rental of VyStar Arena, St Paul AME Church, The Ritz Theater

**\$50,000**

**Office Expenses**

Printing and Advertising - 04801

**\$14,000**

Office and Other Supplies - 05101(T-shirts, Promotional Materials, etc.)

**\$15,000**

**Travel Expenses - not related to entertainment expenses**

**Equipment Expenses**

**Direct Client Expenses**

Advertisement, Media Buys & Production

**\$21,000**

**III. Operating Capital Outlay:**

**Total**

**\$100,000**

**The Jacksonville Fraternal Order of Police Foundation, Inc – Various Programs/Services**

**FY 2025-2026 City Grant Proposal Term Sheet**

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**Grant Recipient:** The Jacksonville Fraternal Order of Police Foundation, Inc (“FOP” or, “Recipient”)

**Program Name:** Various FOP Foundation Programs/Services (the “Programs”)

**City Funding Request:** \$200,000

**Contract/Grant Term:** October 1, 2025 – September 30, 2026

**Any substantial change to this FY 2025-2026 City Grant Proposal Term Sheet (the “Term Sheet”) or a budget change not within 10% of the attached Program budget line-items will require City Council approval.**

**PROGRAM OVERVIEW:**

The Jacksonville Fraternal Order of Police Foundation, Inc. was started to promote the charitable and educational pursuits of law enforcement officers in the Jacksonville community. The FOP Foundation does not have programmatic expenses or capital expenses. The money in the fund stays local and is there for officer training, officer welfare or other local charitable organizations.

**PROGRAM SCOPE OF WORK AND DELIVERABLES:**

Fallen Officer Relief

Provide donations to Jacksonville Sheriff's Office (JSO) officers who are sick, injured, or killed and/or immediate family is impacted by the illness, injury or loss

Training

To provide training to JSO Police and Corrections Officers that is not covered by the agency.

Donations to other Charity organizations

The charitable arm of the FOP Foundation invests in the local community by donating to local charities throughout Duval County.

**PROGRAM COSTS/PAYMENT TERMS:**

There are no costs to operate the FOP Foundation. 100% of the funds that are reimbursed through the grant will be given directly to fallen officer relief, officer training and donations to other charitable (501(c)(3)) organizations.

The budget for the \$200,000 grant is as follows:

Fallen Officer Relief - \$120,000

Training - \$40,000

Donations to other charitable organizations located in and serving Duval County - \$40,000

## **PROGRAM IMPACT & REPORTING:**

In the preceding year the FOP Foundation has assisted 20 JSO Officers and their families in immediate financial need due to death or injury by providing over \$26,000 to cover various costs and expenses. The FOP Foundation has provided specialized training to 20 individual Officers and funded a new program for all Jacksonville Sheriff Office employees at a cost of over \$235,000 to better aid in the mission of the City of Jacksonville/Jacksonville Sheriff's Office and protection of the citizens of Duval County. The FOP Foundation has also provided over \$157,000 to 30 deserving 501(c)(3) organizations to assist them in giving back to the Jacksonville community.

Upon completion of the Programs supported by the City grant funds, the FOP Foundation will provide the City with a report detailing the number of families assisted, officers that received training, and the 501(c)(3) charitable organizations that received contributions.

## **ADDITIONAL GRANT REQUIREMENTS AND CONDITIONS:**

Recipient's expenditure of City funds for the Programs and the provision of services shall be subject to Chapter 118, Parts 1 – 5 of the *Jacksonville Ordinance Code*, excluding Section 118.301(a)(3)(iii), and the terms and conditions of any contract entered into between the City and Recipient. Recipient shall use the City funds for the Programs in accordance with the City Council approved Term Sheet and Programs budget. The City's Grant Administrator may amend this Term Sheet or the approved Programs budget consistent with the Programs's needs, provided that any substantial change to this Term Sheet or a budget change not within 10% of the attached Programs budget line-items will require City Council approval.

FY2025 City Grant Application  
Proposed Funding Period: FY 2024-2025

FY 2026 City Grant - Complete Program Budget Detail

Lead Agency: The Jacksonville Fraternal Order of Police Foundation, Inc. ("FOP Foundation")

Program Name: Various Programs/Services

Agency Fiscal Year End: December 31st

| BUDGET                                                   |                                           |                                            |                                               |                               |                                  |                                         |                                   |                                  |
|----------------------------------------------------------|-------------------------------------------|--------------------------------------------|-----------------------------------------------|-------------------------------|----------------------------------|-----------------------------------------|-----------------------------------|----------------------------------|
| Categories and Line Items                                | Prior Year<br>Prg Funding<br>FY 2023-2024 | Current Year<br>Prg Budget<br>FY 2024-2025 | Total Est. Cost<br>of Program<br>FY 2025-2026 | Agency<br>Provided<br>Funding | All Other<br>Program<br>Revenues | Funding Partners                        |                                   |                                  |
|                                                          |                                           |                                            |                                               |                               |                                  | City of<br>Jacksonville<br>(City Grant) | Federal/ State &<br>Other Funding | Private<br>Foundation<br>Funding |
| <b>I. Employee Compensation</b>                          |                                           |                                            |                                               |                               |                                  |                                         |                                   |                                  |
| Personnel - 01201 (list Job Title or Positions no names) |                                           |                                            |                                               |                               |                                  |                                         |                                   |                                  |
| 1                                                        | \$0.00                                    | \$0.00                                     | \$0.00                                        | \$0.00                        | \$0.00                           | \$0.00                                  | \$0.00                            | \$0.00                           |
| 2                                                        | \$0.00                                    | \$0.00                                     | \$0.00                                        | \$0.00                        | \$0.00                           | \$0.00                                  | \$0.00                            | \$0.00                           |
| 3                                                        | \$0.00                                    | \$0.00                                     | \$0.00                                        | \$0.00                        | \$0.00                           | \$0.00                                  | \$0.00                            | \$0.00                           |
| 4                                                        | \$0.00                                    | \$0.00                                     | \$0.00                                        | \$0.00                        | \$0.00                           | \$0.00                                  | \$0.00                            | \$0.00                           |
| 5                                                        | \$0.00                                    | \$0.00                                     | \$0.00                                        | \$0.00                        | \$0.00                           | \$0.00                                  | \$0.00                            | \$0.00                           |
| 6                                                        | \$0.00                                    | \$0.00                                     | \$0.00                                        | \$0.00                        | \$0.00                           | \$0.00                                  | \$0.00                            | \$0.00                           |
| 7                                                        | \$0.00                                    | \$0.00                                     | \$0.00                                        | \$0.00                        | \$0.00                           | \$0.00                                  | \$0.00                            | \$0.00                           |
| 8                                                        | \$0.00                                    | \$0.00                                     | \$0.00                                        | \$0.00                        | \$0.00                           | \$0.00                                  | \$0.00                            | \$0.00                           |
| 9                                                        | \$0.00                                    | \$0.00                                     | \$0.00                                        | \$0.00                        | \$0.00                           | \$0.00                                  | \$0.00                            | \$0.00                           |
| 10                                                       | \$0.00                                    | \$0.00                                     | \$0.00                                        | \$0.00                        | \$0.00                           | \$0.00                                  | \$0.00                            | \$0.00                           |
| 11                                                       | \$0.00                                    | \$0.00                                     | \$0.00                                        | \$0.00                        | \$0.00                           | \$0.00                                  | \$0.00                            | \$0.00                           |
| 12                                                       | \$0.00                                    | \$0.00                                     | \$0.00                                        | \$0.00                        | \$0.00                           | \$0.00                                  | \$0.00                            | \$0.00                           |
| 13                                                       | \$0.00                                    | \$0.00                                     | \$0.00                                        | \$0.00                        | \$0.00                           | \$0.00                                  | \$0.00                            | \$0.00                           |
| 14                                                       | \$0.00                                    | \$0.00                                     | \$0.00                                        | \$0.00                        | \$0.00                           | \$0.00                                  | \$0.00                            | \$0.00                           |
| 15                                                       | \$0.00                                    | \$0.00                                     | \$0.00                                        | \$0.00                        | \$0.00                           | \$0.00                                  | \$0.00                            | \$0.00                           |
| 16                                                       | \$0.00                                    | \$0.00                                     | \$0.00                                        | \$0.00                        | \$0.00                           | \$0.00                                  | \$0.00                            | \$0.00                           |
| 17                                                       | \$0.00                                    | \$0.00                                     | \$0.00                                        | \$0.00                        | \$0.00                           | \$0.00                                  | \$0.00                            | \$0.00                           |
| 18                                                       | \$0.00                                    | \$0.00                                     | \$0.00                                        | \$0.00                        | \$0.00                           | \$0.00                                  | \$0.00                            | \$0.00                           |
| 19                                                       | \$0.00                                    | \$0.00                                     | \$0.00                                        | \$0.00                        | \$0.00                           | \$0.00                                  | \$0.00                            | \$0.00                           |
| 20                                                       | \$0.00                                    | \$0.00                                     | \$0.00                                        | \$0.00                        | \$0.00                           | \$0.00                                  | \$0.00                            | \$0.00                           |
| 21                                                       | \$0.00                                    | \$0.00                                     | \$0.00                                        | \$0.00                        | \$0.00                           | \$0.00                                  | \$0.00                            | \$0.00                           |
| 22                                                       | \$0.00                                    | \$0.00                                     | \$0.00                                        | \$0.00                        | \$0.00                           | \$0.00                                  | \$0.00                            | \$0.00                           |
| 23                                                       | \$0.00                                    | \$0.00                                     | \$0.00                                        | \$0.00                        | \$0.00                           | \$0.00                                  | \$0.00                            | \$0.00                           |
| 24                                                       | \$0.00                                    | \$0.00                                     | \$0.00                                        | \$0.00                        | \$0.00                           | \$0.00                                  | \$0.00                            | \$0.00                           |
| 25                                                       | \$0.00                                    | \$0.00                                     | \$0.00                                        | \$0.00                        | \$0.00                           | \$0.00                                  | \$0.00                            | \$0.00                           |
| 26                                                       | \$0.00                                    | \$0.00                                     | \$0.00                                        | \$0.00                        | \$0.00                           | \$0.00                                  | \$0.00                            | \$0.00                           |
| 27                                                       | \$0.00                                    | \$0.00                                     | \$0.00                                        | \$0.00                        | \$0.00                           | \$0.00                                  | \$0.00                            | \$0.00                           |
| 28                                                       | \$0.00                                    | \$0.00                                     | \$0.00                                        | \$0.00                        | \$0.00                           | \$0.00                                  | \$0.00                            | \$0.00                           |
| 29                                                       | \$0.00                                    | \$0.00                                     | \$0.00                                        | \$0.00                        | \$0.00                           | \$0.00                                  | \$0.00                            | \$0.00                           |
| 30                                                       | \$0.00                                    | \$0.00                                     | \$0.00                                        | \$0.00                        | \$0.00                           | \$0.00                                  | \$0.00                            | \$0.00                           |
| Subtotal Employee Compensation                           | \$0.00                                    | \$0.00                                     | \$0.00                                        | \$0.00                        | \$0.00                           | \$0.00                                  | \$0.00                            | \$0.00                           |
| <b>Fringe Benefits</b>                                   |                                           |                                            |                                               |                               |                                  |                                         |                                   |                                  |
| Payroll Taxes - FICA & Med Tax - 02101                   | \$0.00                                    | \$0.00                                     | \$0.00                                        | \$0.00                        | \$0.00                           | \$0.00                                  | \$0.00                            | \$0.00                           |
| Health Insurance - 02304                                 | \$0.00                                    | \$0.00                                     | \$0.00                                        | \$0.00                        | \$0.00                           | \$0.00                                  | \$0.00                            | \$0.00                           |
| Retirement - 02201                                       | \$0.00                                    | \$0.00                                     | \$0.00                                        | \$0.00                        | \$0.00                           | \$0.00                                  | \$0.00                            | \$0.00                           |
| Dental - 02301                                           | \$0.00                                    | \$0.00                                     | \$0.00                                        | \$0.00                        | \$0.00                           | \$0.00                                  | \$0.00                            | \$0.00                           |
| Life Insurance - 02303                                   | \$0.00                                    | \$0.00                                     | \$0.00                                        | \$0.00                        | \$0.00                           | \$0.00                                  | \$0.00                            | \$0.00                           |
| Workers Compensation - 02401                             | \$0.00                                    | \$0.00                                     | \$0.00                                        | \$0.00                        | \$0.00                           | \$0.00                                  | \$0.00                            | \$0.00                           |
| Unemployment Taxes - 02501                               | \$0.00                                    | \$0.00                                     | \$0.00                                        | \$0.00                        | \$0.00                           | \$0.00                                  | \$0.00                            | \$0.00                           |
| Other Benefits - (Please describe)                       | \$0.00                                    | \$0.00                                     | \$0.00                                        | \$0.00                        | \$0.00                           | \$0.00                                  | \$0.00                            | \$0.00                           |
| Subtotal Taxes and Benefits                              | \$0.00                                    | \$0.00                                     | \$0.00                                        | \$0.00                        | \$0.00                           | \$0.00                                  | \$0.00                            | \$0.00                           |
| Total Employee Compensation                              | \$0.00                                    | \$0.00                                     | \$0.00                                        | \$0.00                        | \$0.00                           | \$0.00                                  | \$0.00                            | \$0.00                           |
| <b>II. Operating Expenses</b>                            |                                           |                                            |                                               |                               |                                  |                                         |                                   |                                  |
| <b>Occupancy Expenses</b>                                |                                           |                                            |                                               |                               |                                  |                                         |                                   |                                  |
| Rent - Occupancy -04408                                  | \$0.00                                    | \$0.00                                     | \$0.00                                        | \$0.00                        | \$0.00                           | \$0.00                                  | \$0.00                            | \$0.00                           |
| Telephone - 04181                                        | \$0.00                                    | \$0.00                                     | \$0.00                                        | \$0.00                        | \$0.00                           | \$0.00                                  | \$0.00                            | \$0.00                           |
| Utilities - 04301                                        | \$0.00                                    | \$0.00                                     | \$0.00                                        | \$0.00                        | \$0.00                           | \$0.00                                  | \$0.00                            | \$0.00                           |
| Maintenance and Repairs - 04603                          | \$0.00                                    | \$0.00                                     | \$0.00                                        | \$0.00                        | \$0.00                           | \$0.00                                  | \$0.00                            | \$0.00                           |
| Insurance Property & General Liability - 04502           | \$0.00                                    | \$0.00                                     | \$0.00                                        | \$0.00                        | \$0.00                           | \$0.00                                  | \$0.00                            | \$0.00                           |
| Other - (Please describe)                                | \$0.00                                    | \$0.00                                     | \$0.00                                        | \$0.00                        | \$0.00                           | \$0.00                                  | \$0.00                            | \$0.00                           |
| <b>Office Expenses</b>                                   |                                           |                                            |                                               |                               |                                  |                                         |                                   |                                  |
| Office and Other Supplies - 05101                        | \$0.00                                    | \$0.00                                     | \$0.00                                        | \$0.00                        | \$0.00                           | \$0.00                                  | \$0.00                            | \$0.00                           |
| Postage - 04101                                          | \$0.00                                    | \$0.00                                     | \$0.00                                        | \$0.00                        | \$0.00                           | \$0.00                                  | \$0.00                            | \$0.00                           |
| Printing and Advertising - 04801                         | \$0.00                                    | \$0.00                                     | \$0.00                                        | \$0.00                        | \$0.00                           | \$0.00                                  | \$0.00                            | \$0.00                           |
| Publications - 05216                                     | \$0.00                                    | \$0.00                                     | \$0.00                                        | \$0.00                        | \$0.00                           | \$0.00                                  | \$0.00                            | \$0.00                           |
| Staff Training - 05401                                   | \$0.00                                    | \$0.00                                     | \$0.00                                        | \$0.00                        | \$0.00                           | \$0.00                                  | \$0.00                            | \$0.00                           |
| Directors & Officers - Insurance - 04501                 | \$0.00                                    | \$0.00                                     | \$0.00                                        | \$0.00                        | \$0.00                           | \$0.00                                  | \$0.00                            | \$0.00                           |
| Professional Fees & Services (not audit) - 03410         | \$0.00                                    | \$0.00                                     | \$0.00                                        | \$0.00                        | \$0.00                           | \$0.00                                  | \$0.00                            | \$0.00                           |
| Background Screening - 04938                             | \$0.00                                    | \$0.00                                     | \$0.00                                        | \$0.00                        | \$0.00                           | \$0.00                                  | \$0.00                            | \$0.00                           |
| Other - Equipment under \$1,000 - 06403                  | \$0.00                                    | \$0.00                                     | \$0.00                                        | \$0.00                        | \$0.00                           | \$0.00                                  | \$0.00                            | \$0.00                           |
| Other - (Please describe)                                | \$0.00                                    | \$0.00                                     | \$0.00                                        | \$0.00                        | \$0.00                           | \$0.00                                  | \$0.00                            | \$0.00                           |
| <b>Travel Expenses</b>                                   |                                           |                                            |                                               |                               |                                  |                                         |                                   |                                  |
| Local Mileage - 04021                                    | \$0.00                                    | \$0.00                                     | \$0.00                                        | \$0.00                        | \$0.00                           | \$0.00                                  | \$0.00                            | \$0.00                           |
| Parking & Tools - 04028                                  | \$0.00                                    | \$0.00                                     | \$0.00                                        | \$0.00                        | \$0.00                           | \$0.00                                  | \$0.00                            | \$0.00                           |
| <b>Equipment Expenses</b>                                |                                           |                                            |                                               |                               |                                  |                                         |                                   |                                  |
| Rental & Leases - Equipment - 04402                      | \$0.00                                    | \$0.00                                     | \$0.00                                        | \$0.00                        | \$0.00                           | \$0.00                                  | \$0.00                            | \$0.00                           |
| Vehicle Fuel and Maintenance - 04216                     | \$0.00                                    | \$0.00                                     | \$0.00                                        | \$0.00                        | \$0.00                           | \$0.00                                  | \$0.00                            | \$0.00                           |
| Vehicle Insurance -04502                                 | \$0.00                                    | \$0.00                                     | \$0.00                                        | \$0.00                        | \$0.00                           | \$0.00                                  | \$0.00                            | \$0.00                           |
| Other - (Please describe)                                | \$0.00                                    | \$0.00                                     | \$0.00                                        | \$0.00                        | \$0.00                           | \$0.00                                  | \$0.00                            | \$0.00                           |
| <b>Direct Client Expenses - 08301</b>                    |                                           |                                            |                                               |                               |                                  |                                         |                                   |                                  |
| Client Rent                                              | \$0.00                                    | \$0.00                                     | \$0.00                                        | \$0.00                        | \$0.00                           | \$0.00                                  | \$0.00                            | \$0.00                           |
| Client Utilities                                         | \$0.00                                    | \$0.00                                     | \$0.00                                        | \$0.00                        | \$0.00                           | \$0.00                                  | \$0.00                            | \$0.00                           |
| Client Food                                              | \$0.00                                    | \$0.00                                     | \$0.00                                        | \$0.00                        | \$0.00                           | \$0.00                                  | \$0.00                            | \$0.00                           |
| Client Medical                                           | \$0.00                                    | \$0.00                                     | \$0.00                                        | \$0.00                        | \$0.00                           | \$0.00                                  | \$0.00                            | \$0.00                           |
| Client Educational                                       | \$0.00                                    | \$0.00                                     | \$0.00                                        | \$0.00                        | \$0.00                           | \$0.00                                  | \$0.00                            | \$0.00                           |
| Client Personal                                          | \$0.00                                    | \$0.00                                     | \$0.00                                        | \$0.00                        | \$0.00                           | \$0.00                                  | \$0.00                            | \$0.00                           |
| Charitable Contributions                                 | \$20,000.00                               | \$40,000.00                                | \$40,000.00                                   | \$0.00                        | \$0.00                           | \$40,000.00                             | \$0.00                            | \$0.00                           |
| Client Other (Fallen Officer Relief)                     | \$40,000.00                               | \$120,000.00                               | \$120,000.00                                  | \$0.00                        | \$0.00                           | \$120,000.00                            | \$0.00                            | \$0.00                           |
| Client Other (Officer Training)                          | \$40,000.00                               | \$40,000.00                                | \$40,000.00                                   | \$0.00                        | \$0.00                           | \$40,000.00                             | \$0.00                            | \$0.00                           |
| Total Operating Expenses                                 | \$100,000.00                              | \$200,000.00                               | \$200,000.00                                  | \$0.00                        | \$0.00                           | \$200,000.00                            | \$0.00                            | \$0.00                           |
| <b>III. Operating Capital Outlay (OVER \$1,000)</b>      |                                           |                                            |                                               |                               |                                  |                                         |                                   |                                  |
| Machinery & Equipment - 06402                            | \$0.00                                    | \$0.00                                     | \$0.00                                        | \$0.00                        | \$0.00                           | \$0.00                                  | \$0.00                            | \$0.00                           |
| Computers & Software - 06427                             | \$0.00                                    | \$0.00                                     | \$0.00                                        | \$0.00                        | \$0.00                           | \$0.00                                  | \$0.00                            | \$0.00                           |
| Other - (Please describe)                                | \$0.00                                    | \$0.00                                     | \$0.00                                        | \$0.00                        | \$0.00                           | \$0.00                                  | \$0.00                            | \$0.00                           |
| Total Capital Outlay                                     | \$0.00                                    | \$0.00                                     | \$0.00                                        | \$0.00                        | \$0.00                           | \$0.00                                  | \$0.00                            | \$0.00                           |
| Direct Expenses Total                                    | \$100,000.00                              | \$200,000.00                               | \$200,000.00                                  | \$0.00                        | \$0.00                           | \$200,000.00                            | \$0.00                            | \$0.00                           |
| Percent of Budget                                        | -                                         | -                                          | 100.0%                                        | 0.0%                          | 0.0%                             | 100.0%                                  | 0.0%                              | 0.0%                             |

Last Modified: 07/08/2024

All City Grant Items listed must be included in the narrative section of the budget.

**Budget Narrative for Selected Items of Cost**  
**FY 2026 City Grant Application**  
**Program Budget Narrative (Max. 2 Pages)**  
**Proposed Funding Period: FY 2025-2026**  
**COJ Funding Only**

**Agency: FOP Foundation**

**Program Name: Various Programs/Services**

**EXPENSES:** Please provide narrative description for all categories listed below for which you are seeking City Funding Only.

We have included those required elements in the spaces below. See instructions when listing personnel expenses.

Please feel free to add additional lines as necessary to provide explanations using the line insert feature.

**Direct Client Expenses**

|                                                                                              |    |            |                                                                                                                                                                                                |
|----------------------------------------------------------------------------------------------|----|------------|------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| Fallen Officer Relief                                                                        | \$ | 120,000.00 | Provide donations to Jacksonville Sheriff's Office (JSO) Officers who are sick, injured, or killed and/or the Officer's immediate family that is impacted by the illness, injury or loss       |
| Training                                                                                     | \$ | 40,000.00  | To provide training to Police and Corrections officers that is not otherwise covered by the Agency.                                                                                            |
| Donations to other charitable organizations for programs/services for Duval County residents | \$ | 40,000.00  | The charitable arm of the FOP Foundation invests in the local community by donating to local charities throughout the Duval County to support programs/services that help the local community. |