

YOUTH CRISIS CENTER, INC.

Residential Crisis Center/Touchstone Village Transitional Living and House of Hope Emergency Shelter

FY 2025–2026 COJ GRANT PROPOSAL TERM SHEET

Grant Recipient: Youth Crisis Center, Inc. (“YCC” or “Recipient”)

Program Name: Residential Crisis Center/Touchstone Village Transitional Living and House of Hope Emergency Shelter (the “Program”)

City Funding Request: \$310,000

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

CONTRACT/GRANT TERM:

The initial contract term shall be from October 1, 2025, through September 30, 2026. The contract may be renewed for up to two (2) additional one-year terms, contingent upon the availability of City funds, including appropriations by the City Council or funding lawfully allocated by the Mayor to continue the Program. All renewals and extensions are subject to review and approval by the Jacksonville Procurement Awards Committee.

Recipient shall also be eligible for a no-cost extension to the initial contract term of up to six (6) months, at the discretion of the City, in the event Recipient is unable to expend the full amount of awarded funds within the initial contract term.

The Kids Hope Alliance (KHA) shall have the discretion to increase the total Program award by up to ten percent (10%) to support Program expansion, contingent upon available, lawfully appropriated funds and demonstrated achievement of performance goals. KHA may also reduce the contract amount at its discretion if performance goals are not met.

Any substantial alteration of this Term Sheet that changes the fundamental purpose of the Program or repurposes funds for uses not contemplated in the attached Program budget shall require City Council approval. Reallocations among budget line items and adjustments to performance measures that remain consistent with the approved purpose may be approved administratively by KHA as the managing department.

MANAGING CITY DEPARTMENT:

KHA shall be the managing department responsible for oversight of this grant.

PROGRAM OVERVIEW:

In 1974 the Youth Crisis Center established the first runaway shelter. YCC has further developed the residential program to address complex needs including mental health, behavioral issues, academic instability, and family instability through a trauma-informed, Positive Youth Development approach. The residential crisis care Program provide a short-term residential care and therapy for youth ages 10-17 who are truant, runaway, ungovernable, homeless, in-crisis, or at risk of human trafficking and other forms of violence. Many have experienced trauma, academic struggles, especially due to chronic absenteeism, and mental health concerns. Youth may remain in the Program up to 35 days.

The Touchstone Village Transitional Living and House of Hope Emergency Shelter was established in 2009. Adults ages 18-24 address young adult homelessness, truancy, and mental health concerns using trauma-informed care, positive youth development and evidence-based practices. This comprehensive approach supports youth in crisis to transition from homelessness and instability toward education, employment, and independence. Referral sources include community agencies serving homeless populations, including self-referrals from young adults in need.

PROGRAM SCOPE OF WORK AND DELIVERABLES:

The Residential Crisis Center core services include:

- 24/7 residential care and supervision
- Mental health counselling (minimum twice weekly)
- Case management and family advocacy
- On site school with Duval County Public Schools educators
- Daily psycho-educational groups
- Nursing services and health screenings
- Transition planning, aftercare, and follow-up
- Recreational activities and community engagement

The Touchstone Village Transitional Living and House of Hope Emergency Shelter core services include:

- Safe onsite housing with weekly inspections and monthly resident meetings.
- Screening, assessments, and individualized services planning.
- Life skills training (2+ sessions weekly) using the Casey Life Skills Assessment.
- Academic monitoring and school collaboration for attendance and support.
- Onsite mental health therapy, trauma screenings, evaluations, and psychiatric care (as needed).
- Support in daily living activities
- Touchstone residents have access to an onsite food pantry; JTA bus passes. Meals are provided for House of Hope residents.
- Career development and future housing planning.
- Three months of after-care support post-discharge, as needed.

PROGRAM IMPACT & REPORTING:

Key Impacts & Metrics to be Reported:

Residential Crisis Care (400 youth annually)

- 95% Program completion
- 85% regularly attend school, 60 days post discharge
- 100% attend school during care
- 95% report satisfaction of services

Touchstone Village Transitional Living and Hour of Hope Emergency Shelter (60 youth annually)

- 85% will increase life skills via improved post-test scores
- 80% of residents who have been in the Program at least six months will show improvement in their overall behavioral health as evidenced by a decrease in the FARS (Functional Assessment Rating Scale) score by at least 1 point.

- Improved academic performance and reduced truancy.
- 100% of residents who are in the Program for at least one month will receive employment skills training.

PROGRAM COSTS:

Total Project Cost: \$310,000

Project Funding Sources:

- City of Jacksonville Request: \$310,000

PAYMENT TERMS:

Payments under this grant shall follow a pay-for-performance model. Youth Crisis Center will bill monthly based on a units-of-service/deliverable budget, with each activity invoiced at a fixed rate per session, per event, per item as applicable. Payments will be contingent upon submission of adequate documentation substantiating the delivery of services as required by KHA.

Recipient is eligible to receive an advance of up to twenty-five percent (25%) of the total grant award. This advance will be deducted from subsequent monthly reimbursements. Recipient may elect to begin repayment of the advance starting with the first reimbursement request but must begin no later than the sixth (6th) month of the initial contract term. The full amount of the advance must be repaid by the eleventh (11th) month of the initial contract term.

Any portion of the advance not fully repaid by the end of the initial contract term must be returned to the City prior to the release of any additional grant funds.

The City, including but not limited to the Council Auditor's Office, reserves the right to audit Recipient's financial records at any time during or after the grant term to ensure that funds are being spent appropriately and in accordance with this Term Sheet and the approved scope of work.

ADDITIONAL GRANT REQUIREMENTS AND CONDITIONS:

Recipient's expenditure of City funds for the Program and the provision of services shall be subject to the terms and conditions of any contract entered into between the City and Recipient, as well as all applicable regulations deemed appropriate by the Kids Hope Alliance, including but not limited to, Chapters 77 and 126 of the *Jacksonville Ordinance Code*. Recipient shall use the City funds for the Program in accordance with the City Council-approved Term Sheet and Program budget. KHA may work with Recipient to amend this Term Sheet or the approved Program budget consistent with the Program's needs, provided that any substantial change to the scope or intent of the Program shall require City Council approval.

FY 25-26 City Funding - Program Budget

Agency: Youth Crisis Center, Inc.

Program: Residential Crisis Center/Touchstone Village Transitional Living and House of Hope Emergency Shelter

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

Unit of Service/Deliverable	Units to be Provided		Cost per Unit		City of Jacksonville (FY 2025-2026)	Budget Narrative (Explanation of City Funded Expenditures)
Residential Crisis Care (10-17 year olds)	500	x	\$400.00	=	\$ 200,000	Cost per unit = 1 bed (night stay). This would allow for 500 nights at the Youth Crisis Center to receive all of our services which includes schooling onsite(DCSD), 24/7 residential care and supervision, meals, therapist/family therapy, nursing and health screenings. Case management and recreation activities.
Touchstone Village/House of Hope (Young Adults)	275	x	\$400.00	=	\$ 110,000	Cost per unit = 1 bed (night stay). This would allow for 275 nights at the Youth Crisis Center in our House of Hope or Touchstone Village for young adults. Our Program goals are to help young adults become self-sufficient and complete high school. Provide stable, safe housing to reduce truancy and other pre-delinquent risks. Support youth, especially those aging out of foster care or juvenile systems, experiencing mental health issues, or lacking life skills
Total					\$ 310,000	