

# LEGISLATIVE FACT SHEET

DATE: 01/04/23

BT or RC No: \_\_\_\_\_  
(Administration & City Council Bills)

SPONSOR: Neighborhoods Department/Housing and Community Development Division  
(Department/Division/Agency/Council Member)

Contact for all inquiries and presentation: \_\_\_\_\_

Provide Name: Thomas Daly, Chief

Contact Number: 255-8204

Email Address: [tdaly@coj.net](mailto:tdaly@coj.net)

PURPOSE: White Paper (Explain Why this legislation is necessary? Provide; Who, What, When, Where, How and the Impact.) Council Research will complete this form for Council introduced legislation and the Administration is responsible for all other legislation. (Minimum of 350 words - Maximum of 1 page.)

In September 2021, the U.S. Department of Housing and Urban Development announced the allocation of \$12,060,074 to the City of Jacksonville for a new one-time grant called the Home Investment Partnerships Grant American Rescue Plan ("HOME-ARP"). These HOME-ARP funds are in addition to the regular FY2021 HOME formula allocation. The purpose of HOME-ARP funds is to provide homelessness assistance and supportive services through several eligible activities. HOME-ARP funding gives jurisdictions significant new resources to address homelessness assistance needs by creating affordable housing or non-congregate shelter units and providing tenant-based rental assistance or supportive services. The funding that the City of Jacksonville receives will be used to support the construction of affordable housing units, the number one need and best use of funds among eligible activities ranked during consultation by key stakeholders.

APPROPRIATION: Total Amount Appropriated \$12,060,074.00 as follows:  
List the source name and provide Object and Subobject Numbers for each category listed below:

(Name of Fund as it will appear in title of legislation)

Name of Federal Funding Source(s)	From: U.S. Department of Housing and Urban Development	Amount: \$12,060,074.00
	To: HOME-ARP Program	Amount: \$12,060,074.00

Name of State Funding Source(s)	From:	Amount: _____
	To:	Amount: _____

Name of City of Jacksonville Fundin	From:	Amount: _____
	To:	Amount: _____

Name of In-Kind Contribution(s)	From:	Amount: _____
	To:	Amount: _____

Name & Number of Bond Account(s)	From:	Amount: _____
	To:	Amount: _____

**PLAIN LANGUAGE OF APPROPRIATION / FINANCIAL IMPACT / OTHER:**

Explain: Where are the funds coming from, going to, how will the funds be used? Does the funding require a match? Is the funding for a specific time frame? Will there be an ongoing maintenance? ... and staffing obligation? Per Chapters 122 & 106 regarding funding of anticipated post-construction operation costs.

(Minimum of 350 words - Maximum of 1 page.)

The funds being appropriated within this legislation will be used for the development of affordable housing and the costs associated with the administration and delivery of the program. The City does not contribute general funds to the administration or delivery of this program and all positions are authorized and funded through the grant. The City of Jacksonville must obligate all funds, except for the amount designated for administrative costs, within two years after HUD signs the grant agreement. All grant funds must be expended by September 2030. Additional obligation and expenditure requirements are specified at 24 CFR Part 92. Some special conditions apply to the use of HOME funds. Jurisdictions must match every dollar of HOME funds used (except for administrative costs) with 25 cents from nonfederal sources, which may include donated materials or labor, the value of donated property, proceeds from bond financing, and other resources. The City meets this match requirement by utilizing State Housing Initiative Partnership ("SHIP") funds for activities and recipients that are eligible under the HOME program.

**ACTION ITEMS: Purpose / Check List.** If "Yes" please provide detail by attaching justification, and code provisions for each.

**ACTION ITEMS:**

	Yes	No	
Emergency?	<input checked="" type="checkbox"/>	<input type="checkbox"/>	Justification of Emergency: If yes, explanation must include detailed nature of emergency. <div style="border: 1px solid black; padding: 2px; margin-top: 5px;">                         The applicant is seeking an additional \$5 million in funding from the Florida Housing Finance Corporation ("FHFC") and must apply to the FHFC by January 31, 2023.                     </div>
Federal or State Mandate?	<input type="checkbox"/>	<input checked="" type="checkbox"/>	Explanation: If yes, explanation must include detailed nature of mandate including Statute or Provision. <div style="border: 1px solid black; height: 20px; margin-top: 5px;"></div>
Fiscal Year Carryover?	<input type="checkbox"/>	<input checked="" type="checkbox"/>	Note: If yes, note must include explanation of all-year subfund carryover language. <div style="border: 1px solid black; height: 20px; margin-top: 5px;"></div>
CIP Amendment?	<input type="checkbox"/>	<input checked="" type="checkbox"/>	Attachment: If yes, attach appropriate CIP form(s). Include justification for mid-year amendment.
Contract / Agreement Approval?	<input type="checkbox"/>	<input checked="" type="checkbox"/>	Attachment & Explanation: If yes, attach the Contract / Agreement and name of Department (and contact name) that will provide oversight. Indicate if negotiations are on-going and with whom. Has OGC reviewed / drafted? <div style="border: 1px solid black; height: 20px; margin-top: 5px;"></div>
Related RC/BT?	<input type="checkbox"/>	<input checked="" type="checkbox"/>	Attachment: If yes, attach appropriate RC/BT form(s).
Waiver of Code?	<input checked="" type="checkbox"/>	<input type="checkbox"/>	Code Reference: If yes, identify code section(s) in box below and provide detailed explanation (including impacts) within white paper. <div style="border: 1px solid black; padding: 2px; margin-top: 5px;">                         Invoking the exemption in Sec 126.107(G)(Exemptions), Pt 1 (General Regulations), Ch 126, Ord Code; Waiving Sec 118.107 (Nonprofits to receive funding through a competitive evaluated award process).                     </div>
Code Exception?	<input type="checkbox"/>	<input checked="" type="checkbox"/>	Code Reference: If yes, identify code in box below and provide detailed explanation (including impacts) within white paper. <div style="border: 1px solid black; height: 20px; margin-top: 5px;"></div>
Related Enacted Ordinances?	<input checked="" type="checkbox"/>	<input type="checkbox"/>	Code Reference: If yes, identify related code section(s) and ordinance reference number in the box below and provide detailed explanation and any changes necessary within white paper.

These HOME-ARP funds are in addition to the regular FY2021 HOME formula allocation as appropriated in ordinance 2021-328.

**ACTION ITEMS CONTINUED: Purpose / Check List. If "Yes" please provide detail by attaching justification, and code provisions for each.**

**ACTION ITEMS:**

	<b>Yes</b>	<b>No</b>
Continuation of Grant?	<input checked="" type="checkbox"/>	<input type="checkbox"/>

Explanation: How will the funds be used? Does the funding require a match? Is the funding for a specific time frame and/or multi-year? If multi-year, note year of grant? Are there long-term implications for the General Fund?

The funds being appropriated within this legislation will be used for the development of affordable housing and the costs associated with the administration and delivery of the program. The City does not contribute general funds to the administration or delivery of this program and all positions are authorized and funded through the grant. The City of Jacksonville must obligate all funds, except for the amount designated for administrative costs, within two years after HUD signs the grant agreement. All grant funds must be expended by September 2030. Additional obligation and expenditure requirements are specified at 24 CFR Part 92. Some special conditions apply to the use of HOME funds. Jurisdictions must match every dollar of HOME funds used (except for administrative costs) with 25 cents from nonfederal sources, which may include donated materials or labor, the value of donated property, proceeds from bond financing, and other resources. The City meets this match requirement by utilizing State Housing Initiative Partnership ("SHIP") funds for activities and recipients that are eligible under the HOME program.


Surplus Property Certification?	<input type="checkbox"/>	<input checked="" type="checkbox"/>
Reporting Requirements?	<input type="checkbox"/>	<input checked="" type="checkbox"/>

Attachment: If yes, attach appropriate form(s).

Explanation: List agencies (including City Council / Auditor) to receive reports and frequency of reports, including when reports are due. Provide Department (include contact name and telephone number) responsible for

Division Chief:   
(signature)

Date: 1/4/2023

Prepared By:   
(signature)

Date: 1/4/2023

**ADMINISTRATIVE TRANSMITTAL**

To: MBRC, c/o the Budget Office, St. James Suite 325

Thru: Rachel Zimmer, Director of Intergovernmental Affairs, Office of the Mayor  
(Name, Job Title, Department)

Phone: 255-5006 E-mail: [rachelz@coj.net](mailto:rachelz@coj.net)

From: Thomas Daly, Chief, Housing & Community Development, Neighborhoods Department  
Initiating Department Representative (Name, Job Title, Department)

Phone: 255-8204 E-mail: [tdaly@coj.net](mailto:tdaly@coj.net)

Primary Contact: Thomas Daly, Chief, Housing & Community Development, Neighborhoods Department  
(Name, Job Title, Department)

Phone: 255-8204 E-mail: [tdaly@coj.net](mailto:tdaly@coj.net)

CC: Rachel Zimmer, Director of Intergovernmental Affairs, Office of the Mayor

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Phone: 255-5006

E-mail: [rachelz@coj.net](mailto:rachelz@coj.net)

**COUNCIL MEMBER / INDEPENDENT AGENCY / CONSTITUTIONAL OFFICER TRANSMITTAL**

To: Mary Staffopoulos, Office of General Counsel, St. James Suite 480  
Phone: 904-255-5062 E-mail: [mstaff@coj.net](mailto:mstaff@coj.net)

From: \_\_\_\_\_  
Initiating Council Member / Independent Agency / Constitutional Officer  
Phone: \_\_\_\_\_ E-mail: \_\_\_\_\_

Primary Contact: \_\_\_\_\_  
(Name, Job Title, Department)  
Phone: \_\_\_\_\_ E-mail: \_\_\_\_\_

CC: Rachel Zimmer, Director of Intergovernmental Affairs, Office of the Mayor  
Phone: 255-5006 E-mail: [rachelz@coj.net](mailto:rachelz@coj.net)

Legislation from Independent Agencies requires a resolution from the Independent Agency Board approving the legislation.

Independent Agency Action Item:      Yes      No  
Boards Action / Resolution?           

Attachment: If yes, attach appropriate documentation. If no, when is board action scheduled?

**FACT SHEET IS REQUIRED BEFORE LEGISLATION IS INTRODUCED**