

Exhibit 3

DOWNTOWN VISION

LIFE BUILDERS AMBASSADOR PROGRAM SCOPE OF WORK

- I. **Purpose:** Through the **Life Builders Ambassador Program** (“Program”), Downtown Vision, will provide full-time employment to individuals participating in the City Rescue Mission’s (“CRM”) Life Builders Program for homeless individuals recovering from addiction and other life-controlling habits. These new “Life Builders Ambassadors” will work directly with Downtown Vision’s Downtown Ambassador Team on initiatives focused on beautification, hospitality, and public space management and activation throughout Downtown Jacksonville. They will further receive daily support and guidance to ensure that the resources and skills gained through their participation in the Program are a substantial benefit to their progress towards economic self-sufficiency.

- II. **Downtown Vision Responsibilities:** Downtown Vision shall:
 1. **Employment:** Provide full-time employment to five (5) homeless individuals (“Life Builders Ambassadors”) from CRM’s Life Builders Program, along with any needed replacements, throughout the one (1) year Program Term. Life Builders Ambassadors duties throughout Downtown Jacksonville shall include, but not be limited to:
 - a. Litter, debris, and waste removal;
 - b. Graffiti cleanup;
 - c. Handbill removal;
 - d. Removal of weeds from sidewalks and tree beds;
 - e. Maintaining and activation parks and public spaces; and
 - f. Providing a visible, welcoming presence to residents, workers, and visitors.
 2. **Wages and Hours:** Pay Life Builders Ambassadors a living wage of ten dollars (\$10) per hour for forty (40) hours per week for a period of one year.
 3. **Supervision:** Provide one (1) full-time “Lead” from the Downtown Ambassador Program to supervise Life Builders Ambassadors on a daily basis.
 4. **Replacement:** Where a Life Builders Ambassador ends his or her participation in the Program prior to the end of the Program Term, select and employ a replacement individual to serve as a Life Builders Ambassador for the remainder of the Program Term. In any event, Downtown Vision shall provide ten thousand four hundred (10,400) hours of employment to individuals working forty (40) hours per week at the wage rate described in Paragraph II(2) of this Scope of Work, prior to the end of the Program Term.
 5. **Administrative Oversight:** Provide administrative oversight for the Program from existing Downtown Vision Staff, including the Chief Executive Officer, Vice President of District Services, Business Administrator, and the Operations Manager for the Downtown Ambassador Program.
 6. **Expenditure of Funds:** Expend Program funds in accordance with the Program Budget described in Exhibit A to this Scope of Work, “Program Budget.”

EXHIBIT A

PROGRAM BUDGET

The Program shall be implemented in accordance with the following budget:

Sources:

1) CDBG-CV Round II Funding	\$150,000
2) Downtown Vision	\$34,728
Total:	\$184,728

Uses:

1) Program Lead Expenses	\$55,274
2) Life Builders Ambassador Wages	\$104,000
3) Life Builders Ambassador Uniforms, Supplies, and Equipment	\$5,000
4) Administrative Oversight	\$20,454
Total	\$184,728

CDBG-CV funds will be used exclusively for uses (1) and (2): wages and hard costs associated with the Program Lead and wages paid to Life Builders Ambassadors. Uses (3) and (4): Uniforms, supplies, and equipment provided to Life Builders Ambassadors, along with administrative oversight for the Program, and any additional resources needed for uses (1) and (2) not covered by CDBG-CV resources, shall be funded by Downtown Vision.