

LEGISLATIVE FACT SHEET

DATE: 04/29/25

BT or RC No: BT 26-002
(Administration & City Council Bills)

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

Contact for all inquiries and presentations: _____

Provide Name: Travis Jeffrey, Chief

Contact Num | 904-255-8227

Email Address tjeffrey@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
(Minimum of 350 words - Maximum of 1 page.)

This legislation appropriates funding received from the U. S. Department of Housing and Urban Development for the Emergency Solutions Grant (ESG) program administered by the Housing and Community Development Division. The ESG program provides funding to: (1) engage homeless individuals and families living on the street; (2) improve the number and quality of emergency shelters for homeless individuals and families; (3) help operate these shelters; (4) provide essential services to shelter residents; (5) rapidly re-house homeless individuals and families; and (6) prevent families/individuals from becoming homeless.

APPROPRIATION: Total Amount Appropriated: \$582,374.00 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: \$582,374.00
	To: EMERGENCY SOLUTIONS GRANT PROGRAM	Amount: \$582,374.00

Name of State Funding Source	From:	Amount:
	To:	Amount:

Name of City of Jacksonville Fund	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 U.S. Department of Housing and Urban Development (HUD), through the Emergency Solutions Grant (ESG) program, provides formula grants to jurisdictions to address homelessness. The ESG program provides funding to: (1) engage homeless individuals and families living on the street; (2) improve the number and quality of emergency shelters for homeless individuals and families; (3) help operate these shelters; (4) provide essential services to shelter residents; (5) rapidly re-house homeless individuals and families; and (6) prevent families/individuals from becoming homeless.

The funds being appropriated within this legislation will be spent towards activities that meet the stated program goals. The City does not contribute general funds to the administration of this program and any 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 180 days after HUD signs the grant agreement. All grant funds must be expended within 24 months after HUD signs the grant agreement. Further obligation and expenditure requirements are specified at 24 CFR 576.

The City of Jacksonville is required to match ESG funds with an equal amount of cash and/or noncash contributions, which may include donated buildings, materials and volunteer services. The City accomplishes this match requirement through programs and funding provided by the Social Services Division of the Parks and Recreation Department.

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

ACTION ITEMS: Yes No

Emergency? ☐ ☒

Justification of Emergency: If yes, explanation must include detailed nature of emergency.

Federal or State
Mandate? ☐ ☒

Explanation: If yes, explanation must include detailed nature of mandate including Statute or Provision.

Fiscal Year
Carryover? ☒ ☐

Note: If yes, note must include explanation of all-year subfund carryover language.

This is an All-Year's Subfund

CIP Amendment? ☐ ☒

Attachment: If yes, attach appropriate CIP form(s). Include justification for mid-year amendment.

Contract /
Agreement
Approval? ☐ ☒

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?

Related RC/BT? ☒ ☐

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

Waiver of Code? ☒ ☐

Code Reference: If yes, identify code section(s) in box below and provide detailed explanation (including impacts) within white paper.

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).

Code Exception?

☐

X

Code Reference: If yes, identify code in box below and provide detailed explanation (including impacts) within white paper.

Related Enacted
Ordinances?

☐

X

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.

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

ACTION ITEMS: Yes No

Continuation of Grant?

X	
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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 spent towards activities that meet the stated program goals. The City does not contribute general funds to the administration of this program and any 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 180 days after HUD signs the grant agreement. All grant funds must be expended within 24 months after HUD signs the grant agreement. Further obligation and expenditure requirements are specified at 24 CFR 576.

The City of Jacksonville is required to match ESG funds with an equal amount of cash and/or noncash contributions, which may include donated buildings, materials and volunteer services. *The City accomplishes this match requirement through programs and funding provided by the Social Services Division of the Parks and Recreation Department.*

Surplus Property Certification?

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

Reporting Requirements?

	X
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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

BUSINESS IMPACT ESTIMATE

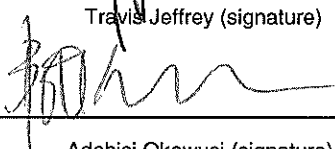
Pursuant to Section 166.041(4), F.S., the City is required to prepare a Business Impact Estimate for ordinances that are NOT exempt from this requirement. A list of ordinance exemptions are provided below. Please check all exemption boxes that apply to this ordinance. If an exemption is applicable, a Business Impact Estimate IS NOT required.

- ☐ The proposed ordinance is required for compliance with Federal or State law or regulation;
- ☐ The proposed ordinance relates to the issuance or refinancing of debt;
- ☒ The proposed ordinance relates to the adoption of budgets or budget amendments, including revenue sources necessary to fund the budget;
- ☒ The proposed ordinance is required to implement a contract or an agreement, including, but not limited to, any Federal, State, local, or private grant or other financial assistance accepted by the municipal government;
- ☐ The proposed ordinance is an emergency ordinance;
- ☐ The ordinance relates to procurement; or
- ☐ The proposed ordinance is enacted to implement the following:
 - a. Part II of Chapter 163, Florida Statutes, relating to growth policy, county and municipal planning, and land development regulation, including zoning, development orders, development agreements and development permits;
 - b. Sections 190.005 and 190.046, Florida Statutes, regarding community

- development districts;
c. Section 553.73, Florida Statutes, relating to the Florida Building Code; or
d. Section 633.202, Florida Statutes, relating to the Florida Fire Prevention Code.

If none of the boxes above are checked, then a Business Impact Estimate IS REQUIRED to be prepared by the using agency/office/department and submitted in the MBRC filing packet along with the memorandum request, legislative fact sheet, etc. A Business Impact Estimate form can be found at: <https://www.coj.net/departments/finance/budget/mayor-s-budget-review-committee>

Division Chief:  Date: 4/29/2024
Travis Jeffrey (signature)

Prepared By:  Date: 4/29/2024
Adebisi Okewusi (signature)

ADMINISTRATIVE TRANSMITTAL

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

Thru: Thomas Waters, Director, Neighborhoods Department 
(Name, Job Title, Department)

Phone: 904-255-8742 E-mail: Twaters@coj.net

From: Travis Jeffrey, Chief, Housing and Community Development Division
Initiating Department Representative (Name, Job Title, Department)
Phone: 904-255-8227 E-mail: Tjeffrey@coj.net

Primary Contact: Travis Jeffrey, Chief
(Name, Job Title, Department)
Phone: 904-255-8227 E-mail: Tjeffrey@coj.net

CC: Brittany Norris, Director of Intergovernmental Affairs, Office of the Mayor
Phone: 904-667-9326 E-mail: Bnorris@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

From:

Initiating Council Member / Independent Agency / Constitutional Officer

Phone: _____

E-mail: _____

Primary

Contact: (Name, Job Title, Department)

Phone: _____

E-mail: _____

CC: Brittany Norris, Director of Intergovernmental Affairs, Office of the Mayor

Phone: 904-667-9326

E-mail: Bnorris@coj.net

Legislation from Independent Agencies requires a resolution from the Independent Agency

Independent Agency Action Item Yes No

Boards Action / Resolution?

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

Yes, JHCDC vote on 4/23/2024.

FACT SHEET IS REQUIRED BEFORE LEGISLATION IS INTRODUCED