

LEGISLATIVE FACT SHEET

RC22-006
BT22-015

DATE: 07/12/21

BT or RC No: BT22-015
(Administration & City Council Bills)

SPONSOR: Finance & Administration/Office of Grants & Contract Compliance
(Department/Division/Agency/Council Member)

Contact for all inquiries and presentations: Kendra Mervin

Provide Name: Kendra Mervin

Contact Number: 255-5026

Email Address: kmervin@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.)

This legislation appropriates grant funding for the Edward Byrne Memorial Justice Assistance Grant (2018-dj-bx-0469) (\$415,774) from Department of Justice, Bureau of Justice Assistance to the City of Jacksonville (COJ) for the purpose of crime reduction and improvement of public safety in Duval County. Programs funded by this grant serve violent and non-violent criminals, provide for crime prevention as well as create opportunities for adult and juvenile offenders and ex-offenders.

The grant funds the DAWN (Developing Adults With Necessary Skills) program that works with adults, ages 18 and over, incarcerated in Jacksonville Sheriff's Office facilities. The program provides GED and Adult Basic Education instruction, life skills training, and transitional counseling classes. DAWN also provides access to job training and soft skills necessary for successful reentry. Students leave the program with respect and responsibility for themselves and the community.

Additionally, the grant provides funding for COJ's InVEST Program has collaborative partnerships with Jacksonville Sheriff's Office, the COJ's Victim Services Center, and Hubbard House, a not-for-profit, domestic violence service provider. The Jacksonville Sheriff's Office provides a JSO detective that works with the InVEST Program to assist in keeping the victim safe through perpetrator investigation, finding and communicating the "no violence" rules and ensuring the abuser's accountability of court ordered requirements (injunction requirements, batterers intervention classes, anger management, etc.). COJ, Social Services Division, Victim Services, coordinates services to include comprehensive, case management crisis invention, crisis stabilization, and crisis recovery services to all crime victims. Hubbard House will provide an advocate to make contact with the primary victim and offers a range of services including safety planning, relocation, injunctions, and emergency shelter.

Further, the grant supports the creation of the Community Crime Strategies Unit (CCSU) that will aggressively seek to establish and re-establish real, working partnerships with our communities, the public, private institutions, and city, state, and federal agencies to set goals and implement strategies that address citizens' concerns. The State Attorney's Office Fourth Judicial Circuit (SAO) will assign prosecutors to work hand in glove with the CCSU to develop a community-based presence that allows dialogue that is crucial to solving problems and empowering community members. Each prosecutor participating in CCSU activities or events will be assigned to work at one of the Jacksonville Sheriff's Office (JSO) police patrol zones substations and participate in community meetings and events within each zone.

Finally, funding from this grant is used for the NIBRS requirements by DOJ, the sole remaining expense is staff augmentation time to complete the analysis, gather and map out the data processes, and build the reports. A total of \$12,473 (3% of the local allocation) will be used for staff augmentation. Contracted time is calculated at \$81.25 per hour. The estimated cost per hour was calculated using approximate average cost of an existing procurement contract in which a State of Florida contract was used to secure services.

APPROPRIATION: Total Amount Appropriated: \$415,774.00 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: US Department of Justice	Amount: \$415,774.00
	To: City of Jacksonville	Amount: \$415,774.00

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

Name of City of Jacksonville Funding Source(s):	From:	Amount:
	To:	Amount:

Name of 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 Edward Byrne Memorial Just Assistance Grant funding (\$415,774.00) from the Department of Justice, Bureau of Justice Assistance to the City of Jacksonville (COJ) for the purpose of crime reduction and improvement of public safety in Duval County. Programs funded by this grant serve violent and non-violent criminals, provide for crime prevention and creates opportunities for adult and juvenile offenders and ex-offenders.

This funding does not require a match and is available through the period of October 1, 2017 through September 30, 2022. Funding will support the following: (1) DAWN (Developing Adults With Necessary Skills) program that works with adults, ages 18 and over, incarcerated in Jacksonville Sheriff's Office facilities and provides GED and Adult Basic Education instruction, life skills training, which provides domestic violence victim services, (3) Staffing for the State Attorney's Office's Community Crime Strategies Unit (CCSU) that will establish working partnerships within the community and implement strategies that address citizens' concerns, and (4) JSO's required 3% NIBRS set aside for staff augmentation time to complete the analysis, gather and map out the data processes, and build the reports. program and Office of Grants and Compliance staff will be responsible for ongoing performance and financial reporting throughout the grant period. There are no anticipated post-construction operation costs.

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

ACTION ITEMS:	Yes	No	
Emergency?	<input type="checkbox"/>	<input checked="" type="checkbox"/>	Justification of Emergency: If yes, explanation must include detailed nature of emergency.
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.
Fiscal Year Carryover?	<input checked="" type="checkbox"/>	<input type="checkbox"/>	Note: If yes, note must include explanation of all-year subfund carryover language. Funds will carry over to FY22.
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 checked="" type="checkbox"/>	<input 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? Jacksonville Sheriff's Office, Melissa Conger Grant Manager - 3% NIBRS set-aside. Contract must be drafted. SAO ongoing mentoring and program oversight for Community Prosecution Unit. Contract must be drafted.
Related RC/BT?	<input checked="" type="checkbox"/>	<input type="checkbox"/>	Attachment: If yes, attach appropriate RC/BT form(s).
Waiver of Code?	<input type="checkbox"/>	<input checked="" type="checkbox"/>	Code Reference: If yes, identify code section(s) in box below and provide detailed explanation (including impacts) within white paper. BT attached
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.
Related Enacted Ordinances?	<input type="checkbox"/>	<input checked="" 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.

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?	<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 funding does not require a match and will be used through the grant period of October 1, 2017 through September 30, 2022.
Surplus Property Certification?	<input type="checkbox"/>	<input checked="" type="checkbox"/>	Attachment: If yes, attach appropriate form(s).

Reporting Requirements?

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 generating reports. Department of Justice Bureau of Justice Assistance quarterly reports. Office of Grants and Contract Compliance, Sharonda Davis, Grants Compliance Officer. 904-255-8115

Division Chief: Kendra Mervin 
(signature)

Date: 7/12/2021

Prepared By: Sharonda Davis 
(signature)

Date: 7/12/2021

ADMINISTRATIVE TRANSMITTAL

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

Thru: Patrick "Joey" Greive, Director, Finance and Administration Department
(Name, Job Title, Department)
Phone: 255-5354 E-mail: pgreive@coj.net

From: Kendra Mervin, Grant Administrator, Office of Grant and Contract Compliance
Initiating Department Representative (Name, Job Title, Department)
Phone: 255-5026 E-mail: kmervin@coj.net

Primary Contact: Kendra Mervin, Grant Administrator, Office of Grant and Contract Compliance
(Name, Job Title, Department)
Phone: 255-8742 E-mail: kmervin@coj.net

CC: Leeann Krieg, Director of Intergovernmental Affairs, Office of the Mayor
Phone: 255-5015 E-mail: leeannk@coj.net

COUNCIL MEMBER / INDEPENDENT AGENCY / CONSTITUTIONAL OFFICER TRANSMITTAL

To: Peggy Sidman, Office of General Counsel, St. James Suite 480
Phone: 904-630-4647 E-mail: psidman@coj.net

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

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

CC: Leeann Krieg, Director of Intergovernmental Affairs, Office of the Mayor
Phone: 904-255-5015 E-mail: LeeannK@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