

# LEGISLATIVE FACT SHEET

DATE: 01/05/21

BT or RC No: \_\_\_\_\_  
(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: 904-255-5026

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

The State of Florida Department of Law Enforcement (FDLE) awarded the City of Jacksonville a single non-recurring grant (2021-SFA-GAA-15-4D-002) in the amount of \$470,000 for the expansion of the City's Cure Violence initiative to a third site (The Potter's House Christian Fellowship, Inc.). The grant award period was July 1, 2020 through June 30, 2021 and the City received the grant award agreement in December 2020. All expenses to meet the goals and objectives of the grant project, which totaled \$440,000.00, were incurred within the grant period. The State of Florida Department of Law Enforcement (FDLE) reimbursed the City of Jacksonville \$166,218.78 of its total project expenditures, which created a budget deficit. The Office of Grants and Contract Compliance is requesting the appropriation of \$273,781.82 to cover the project's budget shortfall and close the grant.

APPROPRIATION: Total Amount Appropriated: \$273,781.82 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: _____	Amount: _____
	To: _____	Amount: _____

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

Name of City of Jacksonville Funding Source(s):	From: City of Jacksonville	Amount: \$273,781.82
	To: City of Jacksonville	Amount: \$273,781.82

Name of Contribution(s):	From: _____	Amount: _____
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Name of Contribution(s):	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 Office of Grants and Contract Compliance requests the appropriation of \$273,781.82 to the Mayor's Cure Violence Program Miscellaneous Grant Projects General Fund for unreimbursed expenses incurred under the State of Florida FDLE grant # 2021-SFA-GAA-15-4D-002. The funds will be coming from the Mayor's Cure Violence Program General Fund. The funding is for FY21.

**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. <input type="text"/>
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. <input type="text"/>
Fiscal Year Carryover?	<input type="checkbox"/>	<input checked="" type="checkbox"/>	Note: If yes, note must include explanation of all-year subfund carryover language. <input type="text"/>
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? <input type="text"/>
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.

Code Exception?	<input type="checkbox"/>	<input checked="" type="checkbox"/>	BT attached
			Code Reference: If yes, identify code in box below and provide detailed explanation (including impacts) within white paper.
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.
			2020-504-E and 2021-290-E

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 type="checkbox"/>	<input checked="" type="checkbox"/>	<p>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?</p> <div style="border: 1px solid black; padding: 5px; min-height: 40px;"> <p>Funds will be posted to FY2021</p> </div>
Surplus Property Certification?	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<p>Attachment: If yes, attach appropriate form(s).</p>
Reporting Requirements?	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<p>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.</p> <div style="border: 1px solid black; height: 40px; width: 100%;"></div>

Division Chief: Kendra Mervin  
 \_\_\_\_\_  
 (signature)

Date: 1/5/2021

Prepared By: Sharonda Davis  
 \_\_\_\_\_  
 (signature)

Date: 1/5/2021

**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: 904-255-5354 E-mail: [pgreive@coj.net](mailto:pgreive@coj.net)

From: Kendra Mervin, Grant Administrator, Office of Grant and Contract Compliance  
Initiating Department Representative (Name, Job Title, Department)  
Phone: 904-255-5026 E-mail: [kmervin@coj.net](mailto:kmervin@coj.net)

Primary Contact: Kendra Mervin, Grant Administrator, Office of Grant and Contract Compliance  
(Name, Job Title, Department)  
Phone: 904-255-5026 E-mail: [kmervin@coj.net](mailto:kmervin@coj.net)

CC: Rachel Zimmer, Director of Intergovernmental Affairs, Office of the Mayor  
Phone: 904-255-5006 E-mail: [rachelz@coj.net](mailto:rachelz@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](mailto:psidman@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: 904-255-5006 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**