

1 Introduced by Council Member Carlucci and amended by the  
2 Neighborhoods, Community Services, Public Health and Safety  
3 Committee:

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6 **ORDINANCE 2021-851-E**

7 AN ORDINANCE REGARDING THE PUBLIC SERVICE GRANT  
8 COUNCIL; AMENDING SECTION 80.104 (ORGANIZATION  
9 AND PROCEEDINGS), CHAPTER 80 (PUBLIC SERVICE  
10 GRANT COUNCIL), *ORDINANCE CODE*, TO AMEND THE  
11 QUORUM REQUIREMENTS OF THE PUBLIC SERVICE GRANT  
12 COUNCIL; AMENDING SECTIONS 118.802 (ANNUAL LUMP  
13 SUM APPROPRIATION FOR PUBLIC SERVICE GRANTS),  
14 118.805 (ELIGIBILITY TO APPLY FOR PUBLIC SERVICE  
15 GRANTS), 118.806 (APPLICATION REQUIREMENTS),  
16 PART 8 (PUBLIC SERVICE GRANTS), CHAPTER 118  
17 (CITY GRANTS), *ORDINANCE CODE*, TO REQUIRE  
18 REQUESTING AGENCIES TO PROVIDE ADDITIONAL  
19 FINANCIAL DOCUMENTATION AND INFORMATION  
20 REGARDING PROGRAM IMPACT AND EFFECTIVENESS;  
21 PROVIDING FOR CODIFICATION INSTRUCTIONS;  
22 PROVIDING AN EFFECTIVE DATE.

23  
24 **BE IT ORDAINED** by the Council of the City of Jacksonville:

25 **Section 1. Amending Section 80.104 (Organization and**  
26 **proceedings), Chapter 80 (Public Service Grant Council), *Ordinance***  
27 ***Code*.** Section 80.104 (Organization and proceedings), Chapter 80  
28 (Public Service Grant Council), *Ordinance Code*, is hereby amended to  
29 read as follows:

30 **CHAPTER 80. PUBLIC SERVICE GRANT COUNCIL**

\* \* \*

**Sec. 80.104. Organization and proceedings.**

\* \* \*

(c) *Voting; quorum.* All decisions and recommendations of the PSG Council shall require a concurring vote of a majority of the members present. ~~Fifty percent of the full PSG Council plus one member shall constitute a quorum.~~ A majority of the current membership of the PSG Council, excluding vacant seats, shall constitute a quorum for the purpose of meetings and transacting business. A vacancy shall not impair the ability of a majority of the remaining members to execute all the duties and perform all the functions of the PSG Council.

\* \* \*

**Section 2. Amending Sections 118.802 (Annual Lump Sum Appropriation for Public Service Grants), 118.805 (Eligibility to Apply for Public Service Grants), and 118.806 (Application Requirements), Part 8 (Public Service Grants), Chapter 118 (City Grants), Ordinance Code.** Sections 118.802 (Annual Lump Sum Appropriation for Public Service Grants), 118.805 (Eligibility to Apply for Public Service Grants), and 118.806 (Application Requirements), Part 8 (Public Service Grants), Chapter 118 (City Grants), *Ordinance Code*, are hereby amended to read as follows:

**CHAPTER 118. CITY GRANTS**

\* \* \*

**PART 8. PUBLIC SERVICE GRANTS**

\* \* \*

**Sec. 118.802. Annual Lump Sum Appropriation for Public Service Grants.**

On or before April 1 of each year, the PSG Council shall submit to the Mayor's Budget Review Committee ("MBRC") for review an annual lump sum appropriation request for all Public Service Grants to be awarded annually under this Part. The PSG Council shall include in

1 such request relevant information regarding the appropriation amount  
2 and the need for Public Service Grants in the community. MBRC shall  
3 review and consider the PSG Council's appropriation request and  
4 include a lump sum appropriation request for Public Service Grants  
5 in the Mayor's proposed annual budget for the upcoming fiscal year.  
6 The aspirational annual funding amount for Public Service Grants  
7 shall be \$7,000,000. The City Council in its sole discretion shall  
8 determine the final annual lump sum appropriation amount in the annual  
9 budget ordinance for Public Service Grants. The PSG Council shall not  
10 award or allocate funding to requesting agencies under this Part  
11 until after the City Council has approved the annual budget ordinance.

12 \* \* \*

13 **Sec. 118.805. Eligibility to Apply for Public Service Grants.**

14 \* \* \*

15 (b) *Eligibility Documents.* Notwithstanding the prohibition in subsection  
16 (a) above, a requesting agency shall include the following  
17 eligibility documents listed in subsections (1)-(5) below  
18 (collectively, the "Eligibility Documents") in its Public Service  
19 Grant application submittal. If a requesting agency fails to include  
20 the Eligibility Documents in the form and manner prescribed below,  
21 the requesting agency shall be ineligible to apply for a Public  
22 Service Grant and such requesting agency's application shall not be  
23 reviewed and evaluated by the PSG Council. The Eligibility Documents  
24 are as follows:

25 (1) A copy of a good standing certificate issued within the last 12  
26 months by the Florida Division of Corporations evidencing that  
27 the requesting agency is in good standing and has been in  
28 existence for three years prior to the Public Service Grant  
29 application deadline; and

30 (2) Either:

1 (i) A copy of the requesting agency's current Charitable  
2 Solicitation Permit issued by the State of Florida evidencing  
3 that the requesting agency is current on state charitable  
4 permitting fees; or

5 (ii) A state letter of exemption indicating that the agency is  
6 exempt pursuant to F.S. § 496.406(3); and

7 (3) The following Financial information as applicable:

8 (i) Copies of the requesting agency's fiscal balance sheets and  
9 statements of income and expenses for the last two fiscal  
10 years of the requesting agency; and

11 (ii) Copies of the requesting agency's completed and filed federal  
12 tax returns for the last three tax years; or

13 (iii) Agencies exempt from filing federal tax returns shall file:

14 (a) IRS certification of exemption; and

15 (b) Copies of audit reports for the last three years. Audit  
16 reports shall be conducted in accordance with both GAAS  
17 and Government Auditing Standards (GAS) issued by the  
18 Comptroller General of the United States, and if  
19 applicable the provisions of the Office of Management and  
20 Budget Circular A-133 "Audits of States, Local Governments  
21 and Non-Profit Organizations" made by a certified public  
22 accountant; or

23 (iv) If the Agency does not have the financial information  
24 requested in subsections (3) (i) ~~or~~ (3) (iii) above, then the  
25 agency must submit its financial information in form and  
26 substance reasonably acceptable to the Department of Finance  
27 and Administration. The form shall be identified by the  
28 department prior to the commencement of the application cycle  
29 and be uniform for all agencies completing the form.

30 \* \* \*

31 **Sec. 118.806. Application Requirements.**

1 \* \* \*

2 (b) **Application Contents.**

3 \* \* \*

4 (8) A Section entitled "Program Impact and Effectiveness" containing  
5 a description of: (i) the program's goals and objectives and how  
6 attainment of the goals and objectives will be measured; (ii) the  
7 program's achievements during the year immediately preceding the  
8 application or, for new programs, a description of national  
9 studies, qualitative measures, best practices and successes of  
10 similar programs, citing the sources and national standards  
11 relied upon for this information; (iii) the projected program  
12 impact on the category of Most Vulnerable Persons and Needs and  
13 the anticipated number of people to be served by the program; and  
14 (iv) a listing of each noncompliance incident within the past  
15 three years that has resulted in the requesting agency being  
16 placed on the Council Auditor's Chapter 118 noncompliance list.  
17 Such list shall set forth with respect to each noncompliance  
18 incident: (a) the noncompliance dates (e.g., the start date and  
19 end date), and (b) an explanation for the noncompliance (maximum  
20 four pages, not including the information required in subsection  
21 (iv) above).

22 \* \* \*

23 **Section 3. Codification Instructions.** The Codifier and the  
24 Office of General Counsel are authorized to make all chapter and  
25 division "tables of contents" consistent with the changes set forth  
26 herein. Such editorial changes and any others necessary to make the  
27 Ordinance Code consistent with the intent of this legislation are  
28 approved and directed herein, and the changes to the Ordinance Code  
29 shall be made forthwith and when inconsistencies are discovered.

30 **Section 4. Effective Date.** This Ordinance shall become  
31 effective upon signature by the Mayor or upon becoming effective

1 without the Mayor's signature.

2

3 Form Approved:

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5  /s/ Margaret M. Sidman

6 Office of General Counsel

7 Legislation Prepared By: Lawsikia J. Hodges

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