

1 Introduced by Council Member Salem:
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4 **ORDINANCE 2026-288**

5 AN ORDINANCE REGARDING OPIOID SETTLEMENT
6 PROCEEDS GRANTS; AMENDING SECTIONS 84.301
7 (OPIOID SETTLEMENT PROCEEDS ALLOCATION FOR
8 OPIOID SETTLEMENT PROCEEDS GRANTS), 84.304
9 (ELIGIBILITY TO APPLY FOR OPIOID SETTLEMENT
10 PROCEEDS GRANTS), 84.305 (APPLICATION
11 REQUIREMENTS), 84.306 (REVIEW, EVALUATION AND
12 SCORING OF APPLICATIONS BY OSUD GRANTS
13 COMMITTEE), 84.307 (FUNDING ALLOCATIONS BY OSUD
14 GRANTS COMMITTEE; GRANT AWARD LIMITATIONS),
15 84.308 (AMENDMENTS TO OPIOID SETTLEMENT PROCEEDS
16 GRANT BUDGETS BY RECIPIENTS; APPROVED BY MANAGER
17 OF OPIOID ABATEMENT), AND 84.309 (OPIOID
18 SETTLEMENT PROCEEDS GRANT APPEALS BOARD; APPEALS
19 PROCEDURE), PART 3 (OPIOID SETTLEMENT PROCEEDS
20 GRANT AWARDS PROCEDURES), CHAPTER 84 (OPIOID
21 SETTLEMENT PROCEEDS GRANTS), *ORDINANCE CODE*, TO
22 CLARIFY ELIGIBILITY REQUIREMENTS, UPDATE
23 APPLICATION REQUIREMENTS, CHANGE THE ASSIGNMENT
24 OF POINTS TO THE EVALUATION CRITERION, CLARIFY
25 THE USE OF THE HIGH SCORE MODEL TO PROVIDE
26 FUNDING TO THE NEXT HIGHEST RANKED SCORE WHEN AN
27 AWARDED RECIPIENT DOES NOT ACCEPT THE AWARD OR
28 FUNDING OTHERWISE BECOMES AVAILABLE, AND UPDATE
29 OPIOID SETTLEMENT PROCEEDS GRANT APPEALS BOARD
30 PROCEDURE; PROVIDING FOR CODIFICATION
31 INSTRUCTIONS; PROVIDING AN EFFECTIVE DATE.

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2 **BE IT ORDAINED** by the Council of the City of Jacksonville:

3 **Section 1. Amending Sections 84.301 (Opioid Settlement**
4 **Proceeds Allocation for Opioid Settlement Proceeds Grants), 84.304**
5 **(Eligibility to Apply for Opioid Settlement Proceeds Grants), 84.305**
6 **(Application Requirements), 84.306 (Review, Evaluation and Scoring**
7 **of Applications by OSUD Grants Committee), 84.307 (Funding**
8 **Allocations by OSUD Grants Committee; Grant Award Limitations),**
9 **84.308 (Amendments to Opioid Settlement Proceeds Grant Budgets by**
10 **Recipients; Approval by Manager of Opioid Abatement), and 84.309**
11 **(Opioid Settlement Proceeds Grant Appeals Board; Appeals Procedure),**
12 **Part 3 (Opioid Settlement Proceeds Grant Awards Procedures), Chapter**
13 **84 (Opioid Settlement Proceeds Grants), Ordinance Code.** Sections
14 84.301 (Opioid Settlement Proceeds Allocation for Opioid Settlement
15 Proceeds Grants), 84.304 (Eligibility to Apply for Opioid Settlement
16 Proceeds Grants), 84.305 (Application Requirements), 84.306 (Review,
17 Evaluation and Scoring of Applications by OSUD Grants Committee),
18 84.307 (Funding Allocations by OSUD Grants Committee; Grant Award
19 Limitations.), 84.308 (Amendments to Opioid Settlement Proceeds Grant
20 Budgets by Recipients; Approval by Manager of Opioid Abatement), and
21 84.309 (Opioid Settlement Proceeds Grant Appeals Board; Appeals
22 Procedure), Part 3 (Opioid Settlement Proceeds Grant Awards
23 Procedures), Chapter 84 (Opioid Settlement Proceeds Grants),
24 *Ordinance Code*, are hereby amended to read as follows:

25 **CHAPTER 84 - OPIOID SETTLEMENT PROCEEDS GRANTS**

26 * * *

27 **PART 3. - OPIOID SETTLEMENT PROCEEDS GRANT AWARDS PROCEDURES**

28 **Sec. 84.301. - Opioid Settlement Proceeds Allocation for Opioid**
29 **Settlement Proceeds Grants.**

30 The City of Jacksonville shall make an initial appropriation to
31 the OSUD Grants Committee in an amount equal to 40 percent of total

1 Opioid Settlement Proceeds deposited in the Opioid Settlement Special
2 Revenue Fund created by Section 111.265, Ordinance Code, as of July
3 1, 2023. Thereafter, on or before April 1 of each year, the Finance
4 ~~and Administration~~ Department shall calculate the total Opioid
5 Settlement Proceeds deposited in the Opioid Settlement Special
6 Revenue Fund during the immediately preceding calendar year. The
7 annual funding amount for Opioid Settlement Proceeds Grants shall,
8 at a minimum, be equal to 70 percent of the total Opioid Settlement
9 Proceeds deposited in the Opioid Settlement Special Revenue Fund
10 during the immediately preceding calendar year. This appropriation
11 shall be included in the Mayor's proposed annual budget for the
12 upcoming fiscal year. The Opioid and Substance Use Disorder Grants
13 Committee shall not award or allocate funding to requesting agencies
14 under this Chapter until after the City Council has approved the
15 annual budget ordinance. Any Opioid Settlement Proceeds appropriated
16 to the OSUD Grants Committee for Opioid Settlement Proceeds Grants
17 that are not awarded or that remain unencumbered at the end of a
18 fiscal year shall not be returned to the Opioid Settlement Special
19 Revenue Fund but shall carry forward to the next fiscal year for
20 subsequent award by the OSUD Grants Committee. The City appropriation
21 for the next fiscal year shall not be reduced by the amount of any
22 unencumbered or unawarded residual funds from prior fiscal years.

23 * * *

24 **Sec. 84.304 - Eligibility to Apply for Opioid Settlement Proceeds**
25 **Grants.**

26 * * *

27 (c) *Eligibility Documents.* Notwithstanding the prohibition in
28 subsection (a) above, a requesting agency shall include the
29 following eligibility documents listed in subsections (1)-(5)
30 below, as applicable (collectively, the "Eligibility Documents"),
31 in its Opioid Settlement Proceeds Grant application submittal.

1 If a requesting agency fails to include the Eligibility Documents
2 in the form and manner prescribed below, the requesting agency
3 shall be ineligible to apply for an Opioid Settlement Proceeds
4 Grant and such requesting agency's application shall not be
5 reviewed and evaluated by the OSUD Grants Committee. The
6 Eligibility Documents are as follows:

7 (1) A copy of a Florida certificate of status (sometimes referred
8 to as a certificate of good standing) certificate~~issued~~ within
9 the last 12 months and prior to the application deadline by the
10 Florida Division of Corporations evidencing that the requesting
11 agency is in good standing and has been in existence for three
12 years prior to the Opioid Settlement Proceeds Grant application
13 deadline; and

14 (2) Either:

15 a. A copy of the requesting agency's current Charitable
16 Solicitation Permit issued by the State of Florida
17 evidencing that the requesting agency is current on state
18 charitable permitting fees; or

19 b. A ~~State~~ letter of exemption indicating that the agency
20 is exempt pursuant to F.S. § 496.406(3); or~~and~~

21 c. A letter from the requesting agency's governing body
22 stating it is their understanding that the requesting agency
23 is exempt from the application of Sections 496.401 -
24 496.424, Florida Statutes under Section 496.403, Florida
25 Statutes.

26 (3) The following financial information as applicable:

27 a. Copies of the requesting agency's fiscal balance sheets
28 and statements of income and expenses for the requesting
29 agency's last two completed fiscal years~~of the requesting~~
30 ~~agency~~; and

31 b. Copies of the requesting agency's last three completed

1 and filed federal tax returns ~~for the last three tax years;~~

2 * * *

3 ~~d. If the Agency does not have~~ Agencies without the financial
4 information requested in subsections (3)a-c above, ~~then the~~
5 ~~agency~~ must submit its financial information in form and
6 substance ~~reasonably~~ acceptable to the Finance Department.
7 The form shall be identified by the department prior to the
8 commencement of the application cycle and be uniform for all
9 agencies completing the form. Agencies must contact the
10 Manager of Opioid Abatement to request the form.

11 * * *

- 12 (5) An original and accurate affidavit as verified by the Manager
13 of Opioid Abatement, in the form provided by the Office of
14 General Counsel, executed by the requesting agency's
15 executive director, chief executive or operating officer,
16 president, vice president or board chairman certifying that:
- 17 a. The requesting agency's program will be operated in Duval
18 County, Florida, serve residents of Duval County, Florida,
19 and comply with the requirements of the MOU authorized by
20 Ordinance 2021-659-E, as may be amended;
 - 21 b. The requesting agency's program will serve an Opioid
22 Settlement Proceeds Grant funded category for the grant
23 application cycle in which the requesting agency is applying
24 for;
 - 25 c. The requesting agency's program is not receiving funding
26 from any of the City programs listed in Section 84.304(a)
27 for the fiscal year in which the requesting agency is
28 applying;
 - 29 d. The requesting agency's appropriation request for
30 multiple or single programs does not exceed in the aggregate
31 24 percent of the requesting agency's annual revenue (as

1 shown on filed tax returns) averaged over the previous three
2 filed tax years;

3 e. The requesting agency is in compliance with the terms of
4 all existing City agreements in which the requesting agency
5 is a party; and

6 f. The requesting agency is in compliance with all
7 applicable federal, state, and local laws, rules,
8 regulations and ordinances, as the same may exist and may
9 be amended from time to time.

10 If the OSUD Grants Committee or Manager of Opioid Abatement
11 determines that a statement made in the affidavit is incorrect,
12 the agency will be deemed ineligible.

13 * * *

14 **Sec. 84.305. - Application Requirements.**

15 (a) *Application Deadline.* A requesting agency may submit an Opioid
16 Settlement Proceeds Grant application after the date that the
17 City Council approves the percentage of funds allocated to each
18 Opioid Settlement Proceeds Grant funded category pursuant to this
19 Chapter, but no later than July 1 of each fiscal year. The Manager
20 of Opioid Abatement shall prescribe one or more methods that
21 applications may be submitted, which may include in person,
22 electronically, or through an online application. Applications
23 ~~may be submitted in person or electronically as prescribed by the~~
24 ~~Manager of Opioid Abatement.~~

25 (b) *Application Contents.* Each application for an Opioid Settlement
26 Proceeds Grant submitted by a requesting agency pursuant to this
27 Part shall contain the following information:

28 * * *

29 (3) A section entitled "Agency Background and Experience"
30 containing a description of the agency's board (number of
31 members, length of service of each member, and professional

1 experience of each member), executive staff (e.g., executive
2 director, chief executive or operating officer, chief
3 financial officer), and the agency's experience and
4 accomplishments addressing and/or treating opioid addictions,
5 overdoses, and related mental, physical and familial matters
6 arising from the opioid use, abuse and treatment. This section
7 may without limitation describe the agency's mission, future
8 plans, major programs, licensure, certification or
9 accreditation (maximum three pages or 1,500 words for an
10 online application).

11 (4) A section entitled "Program Overview" containing a
12 description of the program and how the program will address
13 the prevention, treatment or recovery support related to
14 opioid use and/or abuse for the applicable Opioid Settlement
15 Proceeds Grant funded category applied under. This ~~§~~section
16 shall may include without limitation partnerships with other
17 programs or agencies as applicable (maximum three pages or
18 1,500 words for an online application).

19 (5) A section entitled "Program Activities" containing a list
20 of all activities that the program will offer or provide and
21 a brief description and rationale for ~~of~~ each activity. This
22 section shall describe how clients enter the program, how
23 clients' needs are evaluated, how clients progress through
24 the program, how long clients remain in the program, what
25 information the program collects from clients, and how
26 program records are maintained (maximum two one pages or 1,000
27 words for an online application).

28 (6) A section entitled "Program Management and General Overhead"
29 containing a description of the management and staff
30 positions that will be needed to successfully operate the
31 program and the general overhead of the agency. This section

1 shall describe the program's staffing structure and identify
2 and describe the positions responsible for program
3 management. This section shall ~~may~~ include ~~without limitation~~
4 potential fundraising capacity, plan, strategy and funding
5 partners for the program as well as how the program will be
6 sustained in future years (maximum three pages or 1,500 words
7 for an online application).

8 (7) A ~~S~~section entitled "Operating Budget and Budget Narrative"
9 which lists all line-item expenses and revenues to operate
10 the program during the fiscal year and contains a brief
11 description of each line--item expense. The expenses and
12 revenues must balance (maximum two pages, not including the
13 approved form).

14 (8) A section entitled "Program Impact and Effectiveness"
15 containing a description of: (i) the program's goals and
16 measurable, time-specific objectives and how attainment of
17 the goals and measurable, time-specific objectives will be
18 measured, including a description of data sources; (ii)
19 multi-year qualitative and quantitative data on the program's
20 effectiveness, past experiences, successes, and achievements
21 ~~the program's achievements during the year immediately~~
22 ~~preceding the application~~ or, for new programs, a description
23 of national studies, qualitative measures, best practices and
24 successes of similar programs, or other research justifying
25 anticipated program effectiveness citing the sources and
26 national standards relied upon for this information; and
27 (iii) the projected program impact on the Opioid Settlement
28 Proceeds Grant funded category and the anticipated number of
29 people to be served by the program; ~~and (iv) a listing of~~
30 ~~each noncompliance incident within the past three years that~~
31 ~~has resulted in the requesting agency being placed on the~~

1 ~~Council Auditor's Chapter 118 noncompliance list. Such list~~
2 ~~shall set forth with respect to each noncompliance incident:~~
3 ~~(a) the noncompliance dates (e.g., the start date and end~~
4 ~~date), and (b) an explanation for the noncompliance (maximum~~
5 ~~four pages or 2,000 words for an online application, not~~
6 ~~including the information required in subsection (iv) above).~~

7 (9) A section entitled "Chapter 118 Noncompliance" containing a
8 listing of each noncompliance incident within the past three
9 years that has resulted in the requesting agency being placed
10 on the Council Auditor's Chapter 118 noncompliance list. Such
11 list shall set forth with respect to each noncompliance
12 incident: (a) the noncompliance dates (e.g., the start date
13 and end date), and (b) an explanation for the noncompliance.

14 (c) *Application Format.* The application shall have one-inch margins
15 and contain no more than 16 single-sided double-spaced 8½" by 11"
16 pages. The font style shall be Times New Roman or Arial with a
17 minimum font size of 11 points and a maximum font size of 12. The
18 Cover Page and Eligibility Documents will not be counted as part
19 of the 16-page limit. The Eligibility Documents may be included
20 as appendices. The OSUD Grants Committee may create a form
21 application consistent with the requirements of this Part,
22 provided that the OSUD Grants Committee may not add to or remove
23 any of the application contents prescribed in subsection (b) above
24 without City Council approval. Opioid Settlement Proceeds Grant
25 applications submitted electronically shall approximate the
26 format required in this subsection (c) to the greatest extent
27 possible. Applications provided through an online application
28 shall comply with the maximum word counts.

29 * * *

30 **Sec. 84.306. - Review, Evaluation and Scoring of Applications by OSUD**
31 **Grants Committee.**

1 (a) Scoring Committees; Deadline. The OSUD Grants Committee may
2 create a scoring subcommittee for each Opioid Settlement Proceeds
3 Grant funded category and all grant applications belonging to
4 such category shall be reviewed, scored, and evaluated by said
5 scoring subcommittee, ~~provided however that no~~ Each application
6 shall be scored by a minimum of ~~fewer than~~ three members of the
7 OSUD Grants Committee. Members may be assigned by the Chair to
8 more than one scoring subcommittee established for a given
9 category; however, the same group of members (three or more)
10 assigned to a scoring subcommittee must score each application
11 assigned to the committee for review. If a Member is unable to
12 review, score and evaluate all the applications assigned to a
13 scoring subcommittee, the Chair shall assign a new Member to
14 replace such Member. The score sheets for any application
15 completed by any such replaced Member shall not be used and the
16 new assigned Member shall independently review, evaluate, and
17 score the applications assigned to such scoring subcommittee. In
18 the event that the OSUD Grants Committee membership is less than
19 five members, all members of the OSUD Grants Committee shall be
20 required to score each grant application. Members shall review,
21 score, and evaluate applications and forward completed score
22 sheets for each application to the Manager of Opioid Abatement
23 on or before October 1 of each year.

24 * * *

25 (c) *Evaluation Criteria*. The OSUD Grants Committee shall evaluate and
26 score Sections 84.305(b)(3)-(9~~8~~) of each Opioid Settlement
27 Proceeds Grant application based upon the following evaluation
28 criteria and maximum assigned points to each criterion:

29 (1) Quality of the program (maximum 20 points);

30 (2) Strength of staff and board (maximum five points);

31 (3) Requesting agency's ability to administratively manage the

- 1 program and budget (maximum ten points);
- 2 (4) Need for the program within the applicable Opioid Settlement
- 3 Proceeds Grant funded category (maximum 15 points);
- 4 (5) Impact of the program ~~(maximum 15 points)~~ on the applicable
- 5 Opioid Settlement Proceeds Grant funded category (maximum
- 6 15 points);
- 7 (6) Accuracy and appropriateness of the program budget (maximum
- 8 15 points);
- 9 (7) Ability of the requesting agency to perform the program
- 10 (maximum ~~ten~~¹⁵ points); and
- 11 (8) Ability of the proposed measures to evaluate the
- 12 effectiveness of the program (maximum ~~ten~~ ^{five} points).

13 (d) *Tentative Adoption of Rankings by OSUD Grants Committee.* The OSUD

14 Grants Committee shall announce the rankings for each application

15 belonging to an Opioid Settlement Proceeds Grant funded category

16 at a meeting in the first full week of October of each year and

17 adopt a tentative ranking and funding allocation list. Copies of

18 each requesting agency's completed score sheets, together with

19 any other supporting information or justification from the

20 application scorer regarding the application score, shall be made

21 available to requesting agencies after ~~at~~ such meeting. A

22 requesting agency will also be notified in writing by the Manager

23 of Opioid Abatement of its application score and ranking. A

24 requesting agency may appeal a score sheet or ranking decision

25 made pursuant to this Part through the appeals procedure set forth

26 in Section 84.309.

27 **Sec. 84.307. - Funding Allocations by OSUD Grants Committee; Grant**

28 **Award Limitations.**

29 * * *

30 (c) Changes to the Adopted Final Funding Allocations. If, after the

31 final funding allocations have been adopted by the OSUD Grants

1 Committee, an Opioid Settlement Proceeds Grant recipient declines
2 to accept their award, or funds otherwise become available, the
3 Manager of Opioid Abatement may offer the available funding to
4 any underfunded recipient up to 100 percent of requested funding
5 and the maximum amount allowed followed by the next highest ranked
6 scored applicant and so on utilizing the high score model until
7 the funds are exhausted. The Manager of Opioid Abatement shall
8 forward any recipient or funding allocation changes to the Council
9 Auditor's Office, the Office of the Mayor, the City Council and
10 the Director of the Finance Department.

11 **Sec. 84.308. - Amendments to Opioid Settlement Proceeds Grant Budgets**
12 **by Recipients; Approval by Manager of Opioid Abatement and OSUD Grants**
13 **Committee.**

14 The Manager of Opioid Abatement may approve budget changes to
15 the recipient Opioid Settlement Proceeds Grant agreement so long as
16 such budget changes are within ten percent of approved budget line
17 items contained in the recipient's Opioid Settlement Proceeds Grant
18 application. Budget changes over ten percent of the approved budget
19 line items shall be subject to the approval of the OSUD Grants
20 Committee. The total budget shall not be increased.

21 **Sec. 84.309. - Opioid Settlement Proceeds Grant Appeals Board;**
22 **Appeals Procedure.**

23 * * *

24 (d) *Appeals Deadline; Contents; Procedures.* A requesting agency shall
25 have five business days from the decision date of the OSUD Grants
26 Committee or Manager of Opioid Abatement, as applicable, to deem
27 a requesting agency ineligible to apply for an Opioid Settlement
28 Proceeds Grant under Section 84.304, disqualify an application
29 under Section 84.305 or tentative funding allocation under
30 Section 84.306 to file a Notice of Appeal. The Manager of Opioid
31 Abatement will determine the timeliness of an appeal. The Notice

1 of Appeal shall be addressed to the Manager of Opioid Abatement
2 and must:

- 3 (1) Identify one or more of the stated reasons in Section
4 84.309(c) above for the appeal and include any supporting
5 documentation or information evidencing the same; and
6 ~~(2) State the timeliness of the appeal; and~~
7 (2)~~(3)~~ State the amount of the requesting agency's application
8 grant request and the OSUD Grants Committee's tentative
9 funding allocation.

10 The OSPG Appeals Board shall meet as soon as practicable to hear
11 appeals and render final decisions to grant or deny the same.
12 The OSPG Appeals Board shall afford requesting agencies, and as
13 applicable the OSUD Grants Committee Member(s) pertinent to the
14 appeal, an opportunity to comment at the Notice of Appeal
15 meeting, and the board shall notify the OSUD Grants Committee
16 of the results and final determinations regarding each appeal.

17 * * *

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

25 **Section 4. Effective Date.** This Ordinance shall become
26 effective upon signature by the Mayor or upon becoming effective
27 without the Mayor's signature.

1 Form Approved:

2

3 /S/ Ashley Smith

4 Office of General Counsel

5 Legislation Prepared By: Ashley Smith

6 GC-#1745997-v1-2026_Legislation_Chapter_84