

**AMENDMENT ONE TO
FY 2023–2025 CITY GRANT AGREEMENT
BETWEEN
THE CITY OF JACKSONVILLE
AND
MAYPORT WATERFRONT, INC.**

This Amendment One to FY 2023–2025 City Grant Agreement (this “Amendment”) is dated _____, 2025 (the “Effective Date”), and is entered into between the CITY OF JACKSONVILLE, a consolidated political subdivision and municipal corporation existing under the laws of the State of Florida (the “City”), and MAYPORT WATERFRONT, INC., a Florida not-for-profit corporation doing business as Mayport Waterfront Partnership (the “Recipient”). Capitalized terms used herein and not otherwise defined shall have the meaning as set forth in the Agreement, defined below.

RECITALS:

WHEREAS, as authorized by Ordinance 2024-476-E, the City and Recipient entered into that certain Grant Agreement dated December 13, 2024 (the “Agreement”), pursuant to which Recipient was awarded the sum of \$154,100.00 (the “City Funds”), of which \$110,000 was dedicated to fund personnel costs, hire a Grant Writer, and for operational expenses, including office supplies, professional services, web maintenance and marketing (the “Program”). The balance of \$44,100 was to be used to assist with property improvements and signage upgrades for Mayport Village; and

WHEREAS, Recipient has requested, and City has agreed to amend the Agreement to reduce the Program funds by \$32,500, to \$77,500, increase the property improvements and signage upgrades by \$32,500, to \$76,600, and to extend the term of the Agreement by one year, to September 30, 2026.

NOW, THEREFORE, in consideration of the premises, mutual covenants, and agreements hereinafter contained and of other good and valuable consideration acknowledged by the parties to be sufficient, the parties hereto agree as follows:

1. Recitals. The foregoing recitals are true and correct and are hereby incorporated herein by this reference.
2. Section II of Agreement Amended. Subparagraph A. of Section II of the Agreement, General Conditions, is hereby deleted in its entirety and replaced with the following language:

“II. GENERAL CONDITIONS

- A. Recipient shall provide services for the Program as set forth in the Application attached hereto as **Exhibit A-1**, which includes without limitation the Economic Development Implement Plan Term Sheet, the Program Budget Detail, and the Program Budget Narrative (collectively, the “**Scope of Services**” or “**Services**”). The Services performed by Recipient under this

Agreement shall only be performed in and for the benefit of individuals in Duval County, Florida. If the Services performed by Recipient under this Agreement are not performed in and for the benefit of individuals in Duval County, Florida, Recipient shall refund the City Funds to the City within fifteen (15) business days of demand, and the City may terminate this Agreement.”

3. Section IV of Agreement Amended. Section IV of the Agreement is hereby amended to extend the term of the Agreement by one year, from September 30, 2025 to September 30, 2026.

4. Section V of Agreement Amended. Section V. A., V.B., and V.C. of the Agreement are hereby deleted in their entirety and replaced with the following language:

“V. PAYMENT

- A. As required by Section 106.431, *Ordinance Code*, the City’s maximum indebtedness for the Services to be provided by Recipient pursuant to this Agreement shall not exceed **One Hundred Fifty-four Thousand One Hundred and 00/100 Dollars (\$154,100.00)** for the Program, of which Seventy-Seven Thousand Five Hundred and 00/100 Dollars (\$77,500.00) of the City Funds are payable in two (2) equal installments in accordance with **Exhibit A-1** attached hereto. The City may retain an amount up to ten percent (10%) of the City Funds until all accountings, submittals, and financial reports required by this Agreement have been received and approved by the City. All accountings, submittals, and financial reports must be received and approved by the City no later than October 9, 2026, in order for Recipient to receive any remaining payments, including retainage amounts, for the Services performed during the grant period prior to October 1, 2026.
- B. All payment requests shall provide accounting backup (invoices and/or receipts along with copies of promotional materials as appropriate) and other documentation satisfactory to the City. All payment requests shall be made by Recipient at least ten (10) days prior to the scheduled disbursement as set forth in **Exhibit A-1** attached hereto and shall be accompanied by invoices or receipts and a narrative progress report satisfactory to the City to demonstrate the Services performed by Recipient meet the requirements of this Agreement and that provision of the Services is on track for timely completion as required by this Agreement. Upon receipt and approval of Recipient’s documentation of expenses, narrative progress report, and any other reports then due pursuant to this Agreement, the City shall process Recipient’s payment request with the City’s Accounting Division. Nothing in this section obviates Recipient’s duty to submit the financial reports required by Section VII.B of this Agreement. There shall be absolutely no release of funding pursuant to this Agreement in the absence of documentation of expenses and a narrative report sufficiently demonstrating successful provision of the Services to the date of the request. Each payment request shall also include the total amount of the Services provided and expenses incurred from inception to date, and any other information the City may deem reasonable and necessary to secure the written approval of the invoice by the City. Recipient shall sign a statement certifying that the expense and narrative progress reports and any other financial reports then due do not include any information that would constitute a false official statement as defined in Section 837.06, Florida Statutes. If approved, the City shall make payments in the amounts and at the times set forth in subsection A of this Section V.

C. \$76,600 of the City Funds will be set aside in an account within the City to assist with property improvements and signage upgrades in Mayport Village. Such projects may include but are not limited to cleaning, painting, and maintenance efforts for 4610 Ocean Street; maintenance/mowing of the waterfront City-owned property in Mayport Village; and repairs and upgrades to the signage located at the entrance to Mayport Village. Such services shall be procured by Recipient consistent with Section XV.B. below. Prior to the performance of any such work, Recipient shall submit a detailed scope of work for the use of such funds or any lesser portion thereof, for the review and approval of OED in its sole discretion. These funds will be managed by the Office of Economic Development, who will coordinate with third parties or other applicable city departments, as needed.”

5. Section VII of Agreement Amended. Section VII.B. of the Agreement is hereby deleted in their entirety and replaced with the following language:

“B. Recipient agrees to provide the City’s Contract Administrator or his/her designee with a quarterly narrative progress report on the Program described in **Exhibit A-1** and relating to the capital/maintenance funds and shall include basic statistical information relevant to the Program. Distribution of each installment to Recipient shall be contingent upon prior receipt by the City of the required narrative program report that is due for the preceding quarter. Narrative program quarterly report due dates are as follows:

- First Quarter: January 15, 2025;
- Second Quarter: April 15, 2025;
- Third Quarter: July 15, 2025;
- Fourth Quarter: October 15, 2025
- Fifth Quarter: January 15, 2026;
- Sixth Quarter: April 15, 2026;
- Seventh Quarter: July 15, 2026; and
- Eight Quarter: October 15, 2026

Recipient shall provide the Contract Administrator with a financial report each quarter during the term of this Agreement by the 15th of each month that shall include a statement of expenditures made in each budget category and line item identified in Recipient’s budget set forth in **Exhibit A-1** and all accounting back-up documentation required under Section V.B herein. Failure to submit required reports and documents shall result in a temporary hold on financial reimbursements until reporting is current. Invoice packages shall be submitted as set forth in Section V.B. A narrative report will be submitted with each invoice aligned with outcomes for the period for which payment is sought demonstrating success of the program in meeting its objectives and deliverables. Updates on Program fundraising will be included in each such narrative report.

6. Section XIII. of Agreement Amended. Section XIII. of the Agreement is hereby amended to change all references to September 30, 2025 to September 30, 2026.

7. Section XXV. of Agreement Amended. Section XXV. of the Agreement is hereby deleted in their entirety and replaced with the following language:

XXV. FISCAL YEAR OF RECIPIENT

Recipient's fiscal year begins October 1st and ends on September 30th annually.

8. Exhibit A of the Agreement is hereby deleted in its entirety and replaced with Exhibit A-1 attached hereto and incorporated into the Agreement by this reference. All references to Exhibit A in the Agreement are hereby amended to reference Exhibit A-1 attached hereto.

9. This Amendment may be executed in counterparts and by electronic signature, the counterparts and signatures of which when taken together shall constitute but one Amendment.

IN WITNESS WHEREOF, the parties have entered into this Agreement as of the date first above written.

ATTEST

CITY OF JACKSONVILLE, a
consolidated political subdivision and
municipal corporation existing under the
laws of the State of Florida

By: _____
James R. McCain, Jr.
Corporation Secretary

By: _____
Donna Deegan
Mayor

MAYPORT WATERFRONT, INC., a
Florida not-for-profit corporation

By: _____

President

Form Approved:

Office of General Counsel

GC-#1670737-v1-Amd_#1_to_Mayport_Waterfront_#686130-25_FY_23_-_25_Grant_Agreement.docx

Encumbrance and funding information for internal City use:

1Cloud Account for Certification of Funds	Amount

The above-stated amount is the maximum fixed monetary amount of the foregoing Contract. It shall not be encumbered by the foregoing Contract. It shall be encumbered by one or more subsequently issued purchase orders that must reference the foregoing Contract. All financial examinations and funds control checking will be made at the time such purchase orders are issued.

In accordance with Section 24.103(e), *Ordinance Code*, I do hereby certify that there is an unexpended, unencumbered, and unimpounded balance in the appropriation sufficient to cover the foregoing Contract; provided however, this certification is not nor shall it be interpreted as an encumbrance of funding under this Contract. Actual encumbrances shall be made by subsequently issued purchase orders, as specified in said Contract.

Director of Finance

City Contract Number: _____

EXHIBIT A-1

SCOPE OF SERVICES

Mayport Waterfront, Inc. d/b/a Mayport Waterfront Partnership

Economic Development Implementation Plan

FY 2023-2026 City Grant Term Sheet

Grant Recipient: ("Recipient")	Mayport Waterfront, Inc. d/b/a Mayport Waterfront Partnership
Program Name:	Economic Development Implementation Plan (the "Program")
Program Funding Request:	\$154,100.00
City Grant Amount:	\$77,500.00
Capital Improvements:	\$76,600.00
Contract/Grant Term:	August 1, 2024 – September 30, 2026

Any substantial change to this City Grant Proposal Term Sheet (the "Term Sheet") or the attached Program budget will require City Council approval.

PROGRAM OVERVIEW:

The Mayport Waterfront Partnership (MWP) is part of the Florida Working Waterfronts Program created to address the physical and economic decline of traditional working waterfront areas. Since 1997, a total of 24 communities have received designations as Waterfronts Florida Partnership Communities; Mayport Village was one of the first three designated in 1997.

JaxPort acquired the subject, now vacant, working waterfront over a decade ago, and in 2017, ownership of the parcels was transferred to the City of Jacksonville. The city committed \$6 million towards construction on docks that will support the collaboration of OCEARCH and Jacksonville University to expand marine research and education. OCEARCH is a global non-profit organization conducting unprecedented research on our ocean's giants to help scientists collect previously unattainable data and accelerate innovation in critical scientific research, education, outreach, and policy using unique collaborations of individuals and organizations in the U.S. and abroad.

In 2021, MWP created a Development Committee committed to the revitalization and growth of Mayport Village to (a) leverage the city's commitment to OCEARCH and Jacksonville University's Marine Science Research Institute; (b) obtain a return on the city's cumulative \$14 million investments since 1997 (c) and, other attributes develop partnerships with the Jacksonville Transportation Authority (JTA), the National Park Service, and the U.S. Navy. It is located in a designated Opportunity Zone per the Tax Cuts and Jobs Act of 2017 (PL 115-97). MWP's economic strategy is built on four key pillars of Education / Marine Research, Commercial Fishing, Historic preservation, and Tourism.

Mayport Village continues as an active commercial fishing operation. The expansion of the commercial fishing fleet is among our primary development goals via the installation of commercial docks on the south waterfront torn out by JaxPort a decade ago (when they owned the subject property). This will be achieved in continued cooperation with the City of Jacksonville's Public Works Department and approved City of Jacksonville Comprehensive Improvement Plan (CIP) funding. In addition, we will capitalize on the historic preservation of Mayport Village's historic past through a collection of artifacts reflecting its origin in 1561 by French explorers and the conflict with Spain removing much of the French influence in the region. This funding will enable the implementation of our Economic Implementation Plan, enhancing the quality of life and income opportunities for all resident of Mayport Village; and its revitalization will have an impact

on the entirety of Duval County and NE Florida region as it relates to economic activity from tourism and the expansion of commercial fishing opportunities.

In FY 2022/2023 the City of Jacksonville awarded a grant of \$140,000 to MWP. This grant was used for programmatic and operating expenses to further the initiatives of MWP, including the development of an implementation plan for the development and revitalization of Mayport Village's working waterfront. The FY 2022/2023 grant was extended through the end of FY 2023/2024.

This request for \$154,100 will be used to build upon the efforts and momentum recognized by the MWP over the past two (2) years. Funding will be two-fold:

1. Grant of \$77,500 to MWP will be used for the following: a) to hire a Grant Writer; b) for operational expenses, including office supplies, professional services, event planning, web maintenance and marketing; and c) fundraising expenses.
2. Set aside of \$76,600 to assist with property improvements and signage upgrades for Mayport Village. The projects and corresponding funding will be managed by the Office of Economic Development.

PROGRAM SCOPE OF WORK AND DELIVERABLES:

Professional services will be procured to contract with a Grant Writer, who has the expertise needed to identify funding opportunities and draft/submit competitive proposals to acquire resources to continue both the preservation and development of this working waterfront and the preservation or restoration of local resources where possible and to build a base for economic opportunity for this area.

Other professional services will be procured for the continued development and oversight of the MWP's website, event planning, and accounting support. Additional funding for operational expenses will be used for necessary office supplies, office equipment, and printing/advertising.

The additional year of operational funding will allow MWP to build upon existing efforts while further enhancing its presence in the community. The intent is to utilize the new leadership and Board to continue fundraising efforts to ensure that MWP raises sufficient resources to sustain the position and improvements going forward without the need for additional assistance from the city.

The Office of Economic Development's efforts to assist with property improvements and signage upgrades will result in a visible sign of renewed activity in the Mayport Village and will further promote the Mayport Village as a Working Waterfront.

MWP plans to submit applications for several grants to support implementation of the Strategic Development Direction and ongoing operational resources for the organization. A minimum of 4-6 grant applications will be submitted prior to September 30, 2026, with a goal of raising \$150,000 to \$250,000. Throughout the duration of the Program, MWP will continue to pursue outreach and fundraising opportunities to inform the community of on-going efforts and to assist with implementation of the Strategic Development Direction. The MWP will host and/or participate in at least 7-10 events with a goal of raising at least \$50,000 to \$100,000 by September 30, 2026.

PROGRAM COSTS/PAYMENT TERMS:

See attached Revised 2023-2026 Budget Form

\$20,000

Grant Writer - Needed to conduct research and to submit applications for various grant opportunities.

\$20,000

Other Professional Services – Website design and maintenance, accounting support (not audit), event planning, social media management and other related professional services.

\$2,500

Printing / Advertising – Brochures / marketing materials and renderings.

\$2,500

Office Supplies - Stationary, copy paper, dry erase board, office supplies.

\$2,500

Office Equipment – Laptop or desktop computer.

\$30,000

Fundraising Expense – Contract staff, venue rentals, audio/visual equipment rentals, catering, and other related expenses.

TOTAL GRANT REQUEST: \$77,500

The funding will be paid in 2 equal installments:

- 1) \$38,750 on or about February 15, 2025
- 2) \$38,750 on or about August 15, 2025

The City is authorized to pay the above installments to Recipient upon receipt of the following: evidence that any prior installment(s) have been fully expended on eligible activities and all prescribed services, deliverables, and payment has been made and products were provided and/or acquired in accordance with the requirements contained in the agreement.

Recipient will work with the COJ entity (Office of Economic Development) administering these funds to devise a suitable acceptable process. Invoice packages shall be submitted on a semi-annual basis. A narrative report will be submitted with each invoice aligned with outcomes for the period for which payment is sought demonstrating success of the program in meeting its objectives and deliverables. Updates on Program fundraising will be included in the narrative report.

Recipient will communicate quarterly with City regarding the disbursement process, financial reporting, and narrative report updates to avoid over expenditure of City funds. The final quarterly report shall include a true-up report detailing all expenditures to-date. Any funds that remain unexpended at the expiration of the agreement shall be returned to the City.

CAPITAL IMPROVEMENTS FUNDING

\$76,600 will be set aside in an account within the city to assist with property improvements and signage upgrades in Mayport Village. This includes but is not limited to cleaning, painting, and maintenance efforts

for 4610 Ocean Street; maintenance/mowing of the waterfront City-owned property in Mayport Village; and repairs and upgrades to the signage located at the entrance to Mayport Village. These funds will be managed by the Office of Economic Development, who will coordinate with third parties or other applicable city departments, as needed.

PROGRAM IMPACT & REPORTING:

Goals / Objectives: To build upon existing efforts while further enhancing MWP's presence in the community. The intent is to utilize the new leadership and Board to continue fundraising efforts to ensure that MWP raises sufficient resources to sustain the position and improvements going forward without the need for additional assistance from the city.

The ultimate goal of the MWP is to restore Mayport Village's working waterfront via implementation of the specific elements and tasks defined and derived via the Mayport Action Plan.

Funds Raised / Public Awareness: The Mayport Waterfront Partnership has periodically held community cultural events to raise awareness and funds for operations. The City expects fundraising efforts to continue and requires updates as a portion of the quarterly reporting process.

The Mayport Waterfront Partnership will continue to coordinate and collaborate with the City of Jacksonville, stakeholders, and key strategic partners to achieve this Economic Development Implementation Plan and build momentum from the previous years' achievements:

- The Florida Youth Maritime Institute has a lease with City of Jacksonville on an adjacent parcel for their operations to train at-risk youth for maritime careers at various skill levels.
- The Mayport Waterfront Partnership Development Committee collaborated with the Northeast Florida Regional Council to convene an Economic Development Implementation Plan workshop prior to submitting the Competitive Florida Partnership Grant for Florida Department of Economic Opportunity (DEO).
- Construction of the OCEARCH / JU Dock has been initiated by the City of Jacksonville Department of Public Works to support the collaboration of OCEARCH and Jacksonville University.

Significant investments have been made by Duval County taxpayers into sanitary sewer and water infrastructure, underground utilities, and lighting along with enhancements to the St. Johns Ferry, and a new community center. A targeted collaborative effort to achieve immediate strategic goals of the Economic Development Implementation Plan will derive a significant return on non-productive waterfront parcels. The Recipient embraces the opportunity to implement the long overdue revitalization of Mayport Village.

Additional Grant Requirements and Restrictions:

Recipient's expenditure of City funds for the Program and the provision of services shall be subject to Chapter 118, Parts 1 through 5 of the *Jacksonville Ordinance Code*, and the terms and conditions of any contract entered into between the City and Recipient. Recipient shall use the City funds for the Program in accordance with the City Council approved Term Sheet and Program budget. The City's Grant Administrator may amend this Term Sheet and the approved Program budget consistent with the Program's needs, provided that any substantial change to this Term Sheet or the approved Program budget will require

City Council approval. Revisions to the Program budget in excess of 20% of the total budget are considered substantial and will require City Council approval.

FY 2024 - FY 2026 City Grant - Revised Program Budget Detail

Lead Agency: Mayport Waterfront, Inc. d/b/a Mayport Waterfront Partnership

Program Name: Economic Development Implementation Plan

Agency Fiscal Year: 10/1 through 9/30 annually

Categories and Line Items	BUDGET		Funding Partners					
	Prior Year Prp Funding FY 2022-2023	Current Year Prp Budget FY 2023-2024	Total Est. Cost of Program FY 2024-2025	Agency Provided Funding	All Other Program Revenues	City of Jacksonville (City Grant)	Federal/ State & Other Funding	Private Foundation Funding
I. Employee Compensation								
Personnel - 91201 (Ref Job Title or Positions)								
1 Executive Director (100% contract labor)	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
2	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
3	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
4	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
5	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
6	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
7	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
8	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
9	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
10	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
11	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
12	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
13	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
14	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
15	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
16	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
17	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
18	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
19	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
20	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
21	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
22	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
23	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
24	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
25	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
26	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
27	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
28	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
29	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
30	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Subtotal Employee Compensation	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Fringe Benefits								
Payroll Taxes - FICA & Med Tax - 02101	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Health Insurance - 02304	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Retirement - 02201	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Dental - 02301	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Life Insurance - 02303	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Workers Compensation - 02401	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Unemployment Taxes - 02501	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Other Benefits - (Please describe)	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Subtotal Taxes and Benefits	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Total Employee Compensation	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
II. Operating Expenses								
Occupancy Expenses								
Rent - Occupancy - 04405	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Telephone - 04181	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Utilities - 04301	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Maintenance and Repairs - 04803	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Insurance Property & General Liability - 04502	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Other - (Please describe)	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Office Expenses								
Office and Other Supplies - 05101	\$0.00	\$0.00	\$2,500.00	\$0.00	\$0.00	\$2,500.00	\$0.00	\$0.00
Postage - 04101	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Printing and Advertising - 04801	\$0.00	\$0.00	\$2,500.00	\$0.00	\$0.00	\$2,500.00	\$0.00	\$0.00
Publications - 05216	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Staff Training - 05401	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Directors & Officers - Insurance - 04801	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Professional Fees & Services (not audit) - 03410	\$0.00	\$0.00	\$40,000.00	\$0.00	\$0.00	\$40,000.00	\$0.00	\$0.00
Background Screening - 04938	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Other - Equipment under \$1,000 - 06403	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Other - (Please describe)	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Travel Expenses								
Travel - 04002	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Local Mileage - 04021	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Parking & Tolls - 04028	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Equipment Expenses								
Rentals & Leases - Equipment - 04402	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Vehicle Fuel and Maintenance - 04216	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Vehicle Insurance - 04502	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Other - (Please describe)	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Direct Client Expenses - 06301								
Client Rent	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Client Utilities	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Client Food	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Client Medical	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Client Educational	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Client Personal	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Client Other (venue rentals, audio/visual equipment rentals, catering, and other related expenses)	\$0.00	\$0.00	\$30,000.00	\$0.00	\$0.00	\$30,000.00	\$0.00	\$0.00
Client Other (Please describe)	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Total Operating Expenses	\$0.00	\$0.00	\$75,000.00	\$0.00	\$0.00	\$75,000.00	\$0.00	\$0.00
III. Operating Capital Outlay (OVER \$1,000)								
Machinery & Equipment - 06402	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Computers & Software - 06427	\$0.00	\$0.00	\$2,500.00	\$0.00	\$0.00	\$2,500.00	\$0.00	\$0.00
Other - (Please describe)	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Total Capital Outlay	\$0.00	\$0.00	\$2,500.00	\$0.00	\$0.00	\$2,500.00	\$0.00	\$0.00
Direct Expenses Total	\$0.00	\$0.00	\$77,500.00	\$0.00	\$0.00	\$77,500.00	\$0.00	\$0.00
Percent of Budget	-	-	100.0%	0.0%	0.0%	100.0%	0.0%	0.0%

Last Modified: 02/11/2020

All PSQ items listed must be included in the narrative section of the budget.

Budget Narrative for Selected Items of Cost
FY 2024 City Grant
Revised Program Budget Narrative (Max. 2 Pages)
Funding Period: FY 2024 - FY 2026
COJ Funding Only

Agency: Mayport Waterfront, Inc. d/b/a Mayport Waterfront Partnership
Program Name: Economic Development Implementation Plan

EXPENSES: Please provide narrative description for all categories listed below for which you are seeking City Funding Only. We have included those required elements in the spaces below. See instructions when listing personnel expenses. Please feel free to add additional lines as necessary to provide explanations using the line insert feature.

I. Employee Compensation - (not related to costs of the office of the governor of a state or the chief executive of a political subdivision)

Salary & Wages		Discussion
Payroll Taxes & Benefits – N/A	-	position will be 1099 contract labor
<u>II. Operating Expenses</u>		
Occupancy Expenses - N/A	-	
Office Expenses		
Office & Other supplies	2,500.00	Office supplies – i.e., copy paper, pens, ink cartridges for printer
Printing / Advertising	2,500.00	Materials to educate/inform officials and public re: revitalization efforts: includes brochures and marketing materials
Professional Fees & Services (not audit)		
Grant Writer Consulting	20,000.00	Research, create and submit applications for appropriate grant funding
Other Professional Services	20,000.00	Website maintenance, event planning, accounting support (not audit), social media management and other related professional services.
Travel Expenses - not related to entertainment expenses		
N/A	-	
Equipment Expenses		
N/A	-	
Direct Client Expenses		
Fundraising expenses - venue rentals, audio/visual equipment rentals, staffing expense, catering, and related expenses,	30,000.00	

III. Operating Capital Outlay:

Machinery & Equipment - N/A	-
Computers & Software	2,500.00
TOTAL	<u>\$ 77,500.00</u>