

**City of Jacksonville, Florida
Request for Budget Transfer Form**

Department or Area Responsible for Contract / Compliance / Oversight

KHA

Council District(s)

All-Years SubFund

Reversion of Funds: _____
(if applicable) Fund / Center / Account / Project * / Activity / Interfund / Future

Section of Code Being Waived (if applicable): _____ Ch. 77, Ch. 77.111(1)

CIP (yes or no): No

Justification for Waiver

The requirements of Chapter 77 with respect to the services funded and authorized under this ordinance are being waived to the extent that such services may not be considered children's services as contemplated by Chapter 77. Section 77.111(a)(Provider Contracts) is being waived with respect to the contract approved and authorized under this ordinance. Section 77.111(a) requires contracts for children's services to be competitively procured by KHA via an evaluated bid process. This waiver is needed in order to allow KHA to direct contract with the United Way of Northeast Florida in order to meet grant requirements.

Justification for / Description of Transfer:

To appropriate a \$80,000 grant received from Citi Foundation, the Cities for Financial Empowerment Fund (CFE Fund) for 2020 Financial Navigators for the period of August 2020 through July 2021. These funds will be used to provide financial information and referrals to residents impacted by the COVID-19 pandemic and economic fallout. Funds will be subcontracted to the United Way of Northeast Florida via direct funding.

Net Amount Appropriated and/or Transferred: \$80,000.00

* This element of the account string is titled project but it houses both projects and grants.

CITY COUNCIL

Requesting Council Member: _____

Prepared By: _____

CM's District: _____

CM's District: _____

Ordinance: _____

OFFICE OF THE MAYOR

BUDGET ORDINANCE TRANSFER DIRECTIVE

Department Head	Date Rec'd	Date Fwd.	Approved	Disapproved
Mayor's Office	7/15/20	7/15/20	<i>[Signature]</i>	
Accounting Division	7/15/20			
Budget Division	7/16/20			
Date of Action By Mayor:	AUG 27 2020			
Approved:	<i>[Signature]</i> 8/27/20			

Division Chief: Michael Weinstein, CEO

Prepared By: April Hart

Initiated / Requested By (if other than Department): _____

TD / BT Number: BT20-102

Date Initiated: _____

Phone Number: 904-255-4536

**APPROVED BY:
MAYOR'S BUDGET
REVIEW COMMITTEE**

DATE

JUL 27 2020

Budget Transfer Line Item Detail

* This element of the account string is titled project but it houses both projects and grants.

TRANSFER FROM: (Revenue line items in this area are being appropriated and expense line items are being de-appropriated.)

Rev Exp	Fund Title	Activity / Grant / Project Title	Line Item / Account Title	Amount	Fund	Center	Account	Accounting Codes			
								Project *	Activity	Intertund	Future
Rev	Kids Hope Alliance Grant	Cities for Financial Empowerment for Financial Navigators	Contributions From Private Sources	\$80,000.00	10902	181301	366020	000000	00001667	000000	00000000
Exp											
Exp											
Exp											
Exp											
Exp											
Exp											
Exp											
Exp											
Total:				\$80,000.00							

TRANSFER TO: (Revenue line items in this area are being de-appropriated and expense line items are being appropriated.)

Rev Exp	Fund Title	Activity / Grant / Project Title	Line Item / Subobject Title	Amount	Fund	Center	Account	Accounting Codes			
								Project *	Activity	Intertund	Future
Exp	Kids Hope Alliance Grant	Cities for Financial Empowerment for Financial Navigators	Subsidies & Contributions To Private Org	\$80,000.00	10902	181301	582001	000000	00001667	000000	00000000
Exp											
Exp											
Exp											
Exp											
Exp											
Exp											
Exp											
Exp											
Exp											
Total:				\$80,000.00							



Financial Navigators

Budget Overview

Note: Please add more expense lines as needed.

City/ County Partner Name: City of Jacksonville and United Way of Northeast Florida

	COJ Local Govt*	United Way - CBO Nonprofit Subcontractpartner	Total	Notes
Personnel				
Program Management	\$ -	\$ -	\$ -	
Program Operations	\$ -	\$ -	\$ -	
Financial Navigators	\$ -	\$ 50,000	\$ 50,000	1 FTE Financial Navigator (100%) Top of Salary Range
Administrative Support	\$ -	\$ 5,000	\$ 5,000	
Benefits @25%		\$ 12,500	\$ 12,500	Benefits Max at 25%
			\$ -	
Non-Personnel Costs				
Marketing and Outreach	\$ -	\$ 4,400	\$ 4,400	
Technology/Equipment	\$ -		\$ -	
Indirect Costs @12%	\$ -	\$ 8,100	\$ 8,100	Indirect Cost Max at 12%
			\$ -	
			\$ -	
Total	\$ -	\$ 80,000	\$ 80,000	

*COJ (City of Jacksonville) to create a contract with United Way to operate services.
Fiscal and grant management provided by COJ is provided in-kind.