

**NE Florida Sober Living Alliance, Inc.**  
**Jump Start Program**  
**FY 2021-2022 City Grant Proposal Term Sheet**

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**Grant Recipient:** NE Florida Sober Living Alliance, Inc. (“Recipient”)

**Program Name:** Jump Start (the “Program”)

**City Funding Request:** \$25,000.00

**Contract/Grant Term:** October 1, 2021– September 30, 2023

**Any substantial change to this FY 2021-2022 City Grant Proposal Term Sheet (the “Term Sheet”) will require City Council approval.**

**PROGRAM OVERVIEW:**

Through the program, members of the NE Florida Sober Living Alliance can apply for nightly rental vouchers to help individuals who need temporary financial assistance to get placed and/or remain into sober living. With the recent resurgence of covid cases due largely to the highly contagious and more dangerous delta variant, many sober homes are reporting that their residents are losing income and, in some cases, unable to afford their rent. The funding request is intended to cover program expenses consisting of rental vouchers, quarantining expenses, and part-time administrative costs.

**PROGRAM SCOPE OF WORK AND DELIVERABLES:**

The Jump Start program will provide:

1. Nightly rental vouchers – Stopgap funding to temporarily assist individuals seeking sober living. Rental vouchers would also assist those seeking to remain in sober living due to illness, quarantine, covid induced layoffs, or covid induced work slowdown.
2. Hotel expenses for quarantining – This line item would ensure homes do not have to pay for quarantine expenses or jeopardize a residents’ ability to remain in sober housing after their quarantine period. This includes all residents in sober housing to safeguard program clients.
3. Part-time admin position – Working as an independent contractor, the part-time Alliance Coordinator will coordinate all aspects of program delivery including communicating with member houses about requests for nightly vouchers, hotel expenses reimbursement, processing invoices and payments, collecting data from houses that receive vouchers, and compiling reports.

**PROGRAM COSTS/PAYMENT TERMS:**

<b>Item Description</b>	<b>Cost</b>	<b>Quantity</b>	<b>Total Cost</b>
One Night Rental Voucher	\$27.00	450 nights	\$12,150.00
Hotel Expenses (due to quarantine)	\$150.00 max/night	51 nights	\$7,650.00
Personnel: Part-Time Coordinator Position	\$20.00/hour	5 hours/week for 1 year	\$5,200.00
<b>TOTAL</b>			<b>\$25,000.00</b>

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Additional funding is provided by the following.

The Community Foundation for Northeast Florida - \$5,000

COJ Opioid Trust Funds previously appropriated via Ordinance 2021-213-E - \$5,000

**PROGRAM IMPACT & REPORTING:**

- (i) The NE Florida Sober Living Alliance program goal is to get vulnerable people into a safe and sober environment. Measurement will be obtained by the residents' ability to become economically self-sufficient while remaining in a recovery-based environment.
- (ii) In its two months funded by the Opioid Trust, Jump Start provided temporary housing vouchers for six men. Of those six, five are still residing at their sober living houses and they are all currently working. Jumpstart has a 14-day funding limit to those needing temporary assistance; however, clients are able and encouraged to continue their stay at their own cost. This funding assists those with initial financial assistance with hope and help from the sober house for the client to become financially independent.
- (iii) With this funding and the other grants, we can provide men and/or women with 14 nights in a safe environment and 51 nights of quarantine to those affected by COVID-19. Research suggests that the therapeutic environment of a sober living homes can help reduce overdose deaths.

**ADDITIONAL GRANT REQUIREMENTS AND CONDITIONS:**

Recipient's expenditure of City funds for the Program and the provision of services shall be subject to Chapter 118, Parts 1 – 5 of the *Jacksonville Ordinance Code*, and the terms and conditions of any contract entered 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 or 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.

FY 2022 PSG/ City Grant - Program Budget Detail

Lead Agency: NE Florida Sober Living Alliance, Inc.

Program Name: Jump Start Program

Agency Fiscal Year: January 1 - December 31

Categories and Line Items	Prior Year Prg Funding FY 2019-2020	Current Year Prg Budget FY 2020-2021	Total Est. Cost of Program FY 2021-2022	BUDGET					
				Agency Provided Funding	All Other Program Revenues	Funding Partners			
						City of Jacksonville (City Grant)	COJ Opioid Trust	NE FL Community Foundations	
<b>I. Employee Compensation</b>									
<b>Personnel - 01201 (list Job Title or Positions)</b>									
1	\$0.00	\$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	\$0.00
3	\$0.00	\$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	\$0.00
5	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
<b>Subtotal Employee Compensation</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$0.00</b>
<b>Fringe Benefits</b>									
Payroll Taxes - FICA & Med Tax - 02101	\$0.00	\$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	\$0.00
Retirement - 02201	\$0.00	\$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	\$0.00
Life Insurance - 02303	\$0.00	\$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	\$0.00
Unemployment Taxes - 02501	\$0.00	\$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	\$0.00
<b>Subtotal Taxes and Benefits</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$0.00</b>
<b>Total Employee Compensation</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$0.00</b>
<b>II. Operating Expenses</b>									
<b>Occupancy Expenses</b>									
Rent - Occupancy -04408	\$0.00	\$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	\$0.00
Utilities - 04301	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Maintenance and Repairs - 04603	\$0.00	\$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	\$0.00
Other - (Please describe)	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
<b>Office Expenses</b>									
Office and Other Supplies - 05101	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Postage - 04101	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Printing and Advertising - 04801	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Publications - 05216	\$0.00	\$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	\$0.00
Directors & Officers - Insurance - 04501	\$0.00	\$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	\$5,200.00	\$0.00	\$0.00	\$5,200.00	\$0.00	\$0.00	
Independent Contractor Admin Service									
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	
<b>Travel Expenses</b>									
Local Mileage - 04021	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	
Parking & Tools - 04028	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	
<b>Equipment Expenses</b>									
Rental & 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	
<b>Direct Client Expenses - 08301</b>									
Client Rent	\$0.00	\$0.00	\$22,150.00	\$0.00	\$0.00	\$12,150.00	\$5,000.00	\$5,000.00	
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 (Please describe)	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	
Client Other (Please describe) Hotel Vouchers for Covid Quarantine	\$0.00	\$0.00	\$7,650.00	\$0.00	\$0.00	\$7,650.00	\$0.00	\$0.00	
<b>Total Operating Expenses</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$35,000.00</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$25,000.00</b>	<b>\$5,000.00</b>	<b>\$5,000.00</b>	
<b>III. Operating Capital Outlay (OVER \$1,000)</b>									
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	\$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	
<b>Total Capital Outlay</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$0.00</b>	
<b>Direct Expenses Total</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$35,000.00</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$25,000.00</b>	<b>\$5,000.00</b>	<b>\$5,000.00</b>	
<b>Percent of Budget</b>	-	-	<b>100.0%</b>	<b>0.0%</b>	<b>0.0%</b>	<b>71.4%</b>	<b>14.3%</b>	<b>14.3%</b>	
Last Modified: 02/11/2020									
All PSG items listed must be included in the narrative section of the budget.									