



KIDS HOPE ALLIANCE

The Jacksonville Partnership
for Children, Youth & Families

IN-PERSON KHA BOARD MEETING AGENDA

Wednesday, May 19th, 2021

10:00 AM

Jacksonville Public Library

<https://us02web.zoom.us/j/89143156766?pwd=RWRvM1YxMUozaG5penl6dmpiQkhUdz09> (streaming only)

		<u>Page #</u>
1. INTRODUCTIONS	Kevin Gay	
2. APPROVAL OF THE MINUTES		02
3. FINANCE REPORT		
• March Financial Report	Tyra Tutor April Hart	05
• September 2020 Financial Report		21
4. NEW BUSINESS		
Action Items: <i>(open for public comments prior to vote)</i>		
• Hope Street Budget Increase	Dr. Saralyn Grass	23
• Family Support Services Funding	Dr. Saralyn Grass	24
• KHA Policy: Audit Procedure	Shari Shuman	25
• FY21/22 Budget Recommendations	Mike Weinstein	29
• Pre-Teen Teen & Juvenile Justice Contract Amendments	Tyrica Young	34
5. PROVIDER PRESENTATION	Dr. Cheryl Wilder Carpenters Shop	
6. BOARD DISCUSSION		
• CEO Delegation: Renewals	Dr. Saralyn Grass Kenneth Darity	
	Mike Weinstein	
7. CEO REPORT		
8. PUBLIC COMMENTS		
9. ADJOURN		



KIDS HOPE ALLIANCE

The Jacksonville Partnership
for Children, Youth & Families

KIDS HOPE ALLIANCE BOARD MEETING AGENDA

Wednesday, April 21st, 2021

10:00 AM

Jacksonville Public Library / <https://us02web.zoom.us/j/86960181652>

Members Present: Kevin Gay, Dr. Marvin Wells, Rose Conry, Rebekah Davis, Donna Orender (virtual), Dr. Barbara Darby (virtual)

Members Absent: Tyra Tutor

Liaisons Present: Laura Lothman Lambert, Dr. Dana Kriznar, Johnny Gaffney, Diane Johnson, Chief Andre Ayoub

Liaisons Absent:

		<u>Page #</u>
1. INTRODUCTIONS AND INSTRUCTIONS	Kevin Gay	
<p>Chairman Gay called the meeting to order. The Board voted to allow business to be conducted virtually by Donna Orender and Barbara Darby, the item passed 4-0.</p> <p>Chairman Gay took a moment to thank Dr. Darby for her dedication to the KHA Board, as she will be moving on from being on the Board of Directors. He gave a brief biography of hers and outlined her dedication to the community of Jacksonville. He presented a plaque that KHA staff made to commemorate her service. Dr. Wells thanked Dr. Darby for everything she has done for KHA and said that he prepared a card for her as well. Mrs. Orender thanked Dr. Darby for her time on the KHA Board and how grateful she is to know her. Mrs. Conry also thanked Dr. Darby for her time on the KHA Board. Mrs. Davis thanked Dr. Darby for her leadership in the community and for her work as the Chair of the Governance Committee. Mrs. Lambert from the SAO thanked Dr. Darby for her service on the KHA Board. Dr. Darby commended the KHA staff and asked that everyone keep the goal of KHA in mind, and to stay on track to keep the youth as the focus. She thanked Chairman Gay, and all the KHA Board members. Mr. Weinstein shared that he has crossed paths with Dr. Darby many times over the years, and that he is looking forward to the next time they cross paths for the benefit of the youth in Jacksonville.</p>		
2. APPROVAL OF THE MINUTES		02
<p>The KHA Board approved the minutes 6-0.</p>		
3. FINANCE REPORT	Tyra Tutor	
• February Financial Report	April Hart	05

April Hart presented the financial report on behalf of Mrs. Tutor, as Mrs. Tutor was out sick. The City has not been able to close the books for the 19/20 F.Y., but the City has an internal deadline of the end of the month.

4. NEW BUSINESS

Action Items: *(open for public comments prior to vote)*

- Funding Recommendations for Parks and Recreation Summer 2021 Kenneth Darity 19

Kenneth Darity presented the funding recommendations for summer programming at parks and recreation action item. Mr. Weinstein spoke on how unique this action item is.

Chairman Gay asked a question regarding the number of students and how that compares historically. Mr. Darity responded by saying how this allows Parks & Rec to maximize the amount of youth served. Wells confirmed with staff that this item would maximize youth served over the summer.

Motion: Dr. Marvin Wells

Second: Rose Conry

The item passed 6-0.

- Summer Food Service Program Summer 2021 Contract Mary Nash 21

Mary Nash presented the SFSP action item. Mrs. Conry moved the item and Dr. Wells seconded. Chairman Gay asked if this item builds capacity. Dr. Kriznar from DCPS commented that this is the most cost-effective and smart thing for KHA to do to support DCPS. Dr. Wells asked if we have done an analysis on cost to serve one individual. Mr. Weinstein responded that there is a difference between when only youth in the program could have a “grab-and-go” meal, and this past year where anyone in the neighborhood could have a meal because of the Covid-19 pandemic. Mary Nash responded that there were 98 sites that will be service sites for the SFSP. Dr. Saralyn Grass spoke regarding the Gap Analysis RFP and how we will know more about what the community needs are. The item passed 6-0.

5. BOARD DISCUSSION

- 2021-2022 Budget Request Mike Weinstein 22

Mr. Weinstein spoke regarding the proposals for the FY 21-22 budget. The proposal is a “flat” budget, except for what the City Council added during last years’ budget process. Chairman Gay asked for clarity on the recapture process for KHA, and Mr. Weinstein commented that City Council was supportive of KHA having the ability to recapture funds. Dr. Grass commented on other aspects of the budget, including advertising to help families learn what services that KHA providers offer. Chairman Gay asked about staff salaries being flat, Mr. Weinstein commented that this was to make the Mayor’s Office comfortable with the re-organization, but we could include it as a prospective enhancement.

6. STATE ATTORNEY’S OFFICE REPORT

Laura Lothman Lambert

Laura Lothman Lambert made a presentation on Diversion and the Office of the State Attorney. Chairman Gay then commended the work of the SAO, and Mrs. Lambert introduced Vicki Waytowich and Amy Read from the Partnership for Child Health who will be presenting on the Diversion Services.

7. PROVIDER PRESENTATION

Vicki Waytowich
Partnership for Child Health

Vicki Waytowich presented on Diversion services that are offered through the Partnership for Child Health. She then introduced Amy Read so Mrs. Read could go into more detail on the Diversion program. Chairman Gay said that it was exciting to see an individualized plan of care and asked if there will be a way to see how effective we are at each tier of service. Mrs. Read responded that they are tracking every possible data point. Dr. Wells commented that he really appreciates and is thankful for everything they are doing and asked for a socioeconomic breakdown of the children they serv when they follow back up with the Board in August.

8. CEO REPORT

Mike Weinstein

Mr. Weinstein said that the Council Auditor's report will probably be released in the next week, and that the KHA staff has been working through the audit.

9. PUBLIC COMMENTS

10. ADJOURN

Chairman Gay thanked everyone who was on the call. The meeting adjourned at 11:48.

KIDS HOPE ALLIANCE
Combined City Fund, Grants & Trust Funds
Period: City Fiscal Year and Varying Grant Periods
March 31, 2021

	Current Budget	City Funds	AfterSchool FY21	Healthy Families FY21	Wallace	Criminal Justice Reinvestment FY20	SAMHSA High Fidelity FY19	SAMHSA Jax System Collaborative Care FY20	SAMHSA Jax System Collaborative Care FY21	CFE Financial Navigators	CFE Summer Jobs Connect	Youth Travel Trust	KHA Stop the Violence	KHA Mini Grants	Book Club	Total	Total Encumbered	Remaining Budget
REVENUES:																		
Intergovernmental Revenue	5,773,506		192,833	588,584			818,939	522,417								2,507,773		(3,265,733)
Contributions from Private Sources	1,987,249				915,000									701,941	275,789	1,892,730		(94,519)
Contributions from Other Funds	1,429,965		10,000	940,500	419,465	60,000						140,794				1,570,759		140,794
Department of Children & Families	400,000					385,000										385,000		(15,000)
Intrafund Transfer	1,284,662						146,000		75,000				764,550	158,318		1,143,868		(140,794)
Revenue Fwd from Prior Year Funding	214,295					214,295										214,295		-
Earnings on Investment	160,408													2,420		2,420		(157,988)
Rental of City Facilities	40,920	13,640														13,640		(27,280)
Gain/Loss	2,420															-		(2,420)
Miscellaneous	-															-		-
Contributions from General Fund	35,252,808	17,443,764														17,443,764		(17,809,044)
Debt & Other ERP CleanUp	490													490		-		-
NC Transfers	249,650												15,866			15,866		(233,784)
Total Revenues	46,796,373	17,457,405	202,833	1,529,084	1,334,465	659,295	964,939	522,417	75,000			140,794	780,416	863,169	275,789	25,190,115	-	(21,605,768)
EXPENDITURES:																		
Salaries - Permanent and Probationary	3,323,478	1,186,410	23,453	72,744	301,980		71,863		13,530							1,669,980		1,653,498
Salaries - Part Time	602,066	90,134			16,965											107,099		494,967
Employee Benefits	1,280,118	469,399	8,385	35,548	119,457		29,715		3,645					49		666,198		613,920
After-School Team Up & SL - Food Cost	1,056,380		217,075													217,075	839,305	-
Summer Lunch - Food Cost	-															-		-
Trust Fund Authority	954,869												14,366	819,081		833,447		121,422
Internal Service Charges	877,695	394,566			1,075		4,810								9	400,460		477,235
Other Operating Expenses	1,980,650	221,169	212	1,322	809,082	13,425	4,013								272,112	1,321,335	226,168	433,147
Food	1,000														680	680		320
Grants and Aids	44,967,884	5,472,847		855,006		340,379	1,536,491	749,978	340,245	72,000		53,823	349,392			9,770,161	21,745,587	13,452,136
Indirect Costs	71,660				52,926									6,060		58,986		12,674
Capital Outlay	10,487	4,591			5,052											9,643	(4,257)	5,101
Transfers	1,930,364	210,000												75,000		285,000		1,645,364
Administrative Support	4,202					102										-		-
Reserves	-															-		-
Total Expenditures	57,060,853	8,049,116	249,125	964,620	1,306,537	353,906	1,646,892	749,978	357,420	72,000	-	53,823	363,758	900,190	272,801	15,340,064	22,806,803	18,909,784
Total Revenues Less Expenditures	(10,264,480)	9,408,289	(46,292)	564,464	27,928	305,389	(681,953)	(227,561)	(282,420)	(72,000)	-	86,971	416,658	(37,021)	2,988	9,850,051	(22,806,803)	(2,695,984)
Reserve - Prior Year Encumbrances	10,102,056																	
Budget Difference	(162,424)																	

This report combines City and Grant Funds for presentation purposes only.

Note: Due to adjustments resulting from the City of Jacksonville converting to a new accounting and reporting software, data presented above is to be considered a best estimate on actual revenue and expenditures to date.

KIDS HOPE ALLIANCE
All Operating Fund Indexes
March 31, 2021

	Original Budget	Current Budget	Actual Year to Date	Encumbered Year to Date	Remaining Budget
REVENUES:					
Earnings on Investment	160,408	160,408	-	-	(160,408)
Rental of City Facilities	40,920	40,920	13,640	-	(27,280)
NC Transfers	233,784	233,784	-	-	(233,784)
Contributions from General Fund	34,887,528	35,252,808	17,443,764	-	(17,809,044)
Total Revenues	\$ 35,322,640	\$ 35,687,920	\$ 17,457,404	\$ -	\$ (18,230,516)
EXPENDITURES:					
Salaries - Permanent and Probationary	\$ 2,707,846	\$ 2,707,846	\$ 1,186,410	\$ -	\$ 1,521,436
Salaries - Part Time	585,101	585,101	90,134	-	494,967
Employee Benefits	1,044,172	1,044,172	469,399	-	574,773
Internal Service Charges	812,500	847,936	394,566	-	453,370
Other Operating Expenses	805,243	769,807	221,169	196,208	352,430
Capital Outlay	335	335	4,591	(4,257)	1
Grants and Aids	37,746,175	37,979,415	5,472,847	20,290,543	12,216,025
Transfers	1,723,324	1,855,364	210,000	-	1,645,364
Reserves	-	-	-	-	-
Total Expenditures	\$ 45,424,696	\$ 45,789,976	\$ 8,049,116	\$ 20,482,494	\$ 17,258,366
Total Revenues Less Expend.	\$ (10,102,056)	\$ (10,102,056)	\$ 9,408,288	\$ (20,482,494)	\$ (972,150)
Reserve - Prior Year Encumbrances		10,102,056			
Budget Difference		-			

Kids Hope Alliance
Operating Fund - Expenditure Detail
March 31, 2021

	Original Budget	Current Budget	Expenditures Year-to-Date	Encumbered Year-to-Date	Remaining Budget
EXPENDITURES					
REGULAR SALARIES AND WAGES:					
Permanent and Probationary Salaries	\$ 2,760,239	\$ 2,760,239	\$ 1,172,524	\$ -	\$ 1,587,715
Terminal Leave	\$ -	\$ -	\$ 1,673	\$ -	\$ (1,673)
Salaries Part Time	\$ 585,101	\$ 585,101	\$ 90,134	\$ -	\$ 494,967
Salaries/Benefits Lapse	\$ (75,263)	\$ (75,263)	\$ -	\$ -	\$ (75,263)
Overtime	\$ -	\$ -	\$ 2,451	\$ -	\$ (2,451)
Shift Differential	\$ -	\$ -	\$ (3)	\$ -	\$ 3
Special Pay	\$ 22,870	\$ 22,870	\$ 9,765	\$ -	\$ 13,105
Lump Sum Payment	\$ -	\$ -	\$ -	\$ -	\$ -
BENEFITS:					
FICA & Medicare	\$ 47,629	\$ 47,629	\$ 18,086	\$ -	\$ 29,543
Pension, Unfunded Liability & Disability & FRS Pension	\$ 428,537	\$ 428,537	\$ 220,928	\$ -	\$ 207,609
GEPP Define Contribution Pension	\$ 220,396	\$ 220,396	\$ 68,095	\$ -	\$ 152,301
Dental, Life & Health Insurance	\$ 328,958	\$ 328,958	\$ 151,212	\$ -	\$ 177,746
Worker's Compensation	\$ 18,652	\$ 18,652	\$ 9,326	\$ -	\$ 9,326
Unemployment Insurance	\$ -	\$ -	\$ 1,752	\$ -	\$ (1,752)
PROFESSIONAL SERVICES:					
Professional Services	\$ 466,168	\$ 431,168	\$ 126,169	\$ 167,068	\$ 137,931
Background Checks/DR	\$ 18,011	\$ 18,011	\$ -	\$ -	\$ 18,011
OTHER CONTRACTUAL SERVICES:					
Contractual Services	\$ 6,030	\$ 6,030	\$ -	\$ -	\$ 6,030
Training Workshops	\$ 8,399	\$ 8,399	\$ 2,328	\$ 267	\$ 5,804
TRAVEL AND PER DIEM:					
Travel Expenses (Out of County)	\$ 21,877	\$ 21,877	\$ -	\$ -	\$ 21,877
Local Mileage & Parking & Tolls	\$ 22,000	\$ 18,807	\$ 320	\$ -	\$ 18,487
INTERNAL SERVICE CHARGES					
ITD Allocations	\$ 367,584	\$ 403,020	\$ 221,117	\$ -	\$ 181,903
OGC Legal - IS Allocation	\$ 110,748	\$ 110,748	\$ 33,069	\$ -	\$ 77,679
Copier Consolidation & Copy Center - IS Allocation	\$ 48,381	\$ 48,381	\$ 7,450	\$ -	\$ 40,931
FLEET - Van Maintenance	\$ 4,475	\$ 4,475	\$ -	\$ -	\$ 4,475
Mailroom - IS Allocation	\$ 104	\$ 104	\$ -	\$ -	\$ 104
Utilities Allocation - Public Works - IS Allocation	\$ 122,015	\$ 122,015	\$ 61,007	\$ -	\$ 61,008
Building Maintenance - City Wide - IS Allocation	\$ 92,092	\$ 92,092	\$ 38,372	\$ -	\$ 53,720
Guard Service & ADT - IS Allocation	\$ 67,101	\$ 67,101	\$ 33,551	\$ -	\$ 33,550
Ergonomic Assessment	\$ -	\$ -	\$ -	\$ -	\$ -
RENTAL AND LEASES:					
Rentals & Other Rent	\$ 1	\$ 1	\$ -	\$ -	\$ 1
Rentals (Land & Buildings)	\$ -	\$ -	\$ -	\$ -	\$ -
INSURANCE:					
General Liability & Miscellaneous Insurance	\$ 35,182	\$ 35,182	\$ 27,483	\$ -	\$ 7,699
REPAIRS AND MAINTENANCE SERVICE:					
Repairs and Maintenance	\$ 2,000	\$ 2,000	\$ -	\$ -	\$ 2,000
Hardware/Software Maintenance or Licensing Agreement	\$ 66,800	\$ 66,800	\$ 41,107	\$ 4,800	\$ 20,893
PRINTING AND BINDING/PROMOTIONAL ACTIVITIES:					
Printing and Binding	\$ 1	\$ 1	\$ -	\$ -	\$ 1
Advertising and Promotion	\$ 15,927	\$ 15,927	\$ 1,776	\$ -	\$ 14,151
OTHER CURRENT CHARGES AND OBLIGATIONS:					
Miscellaneous Services and Charges	\$ 1,750	\$ 1,750	\$ -	\$ -	\$ 1,750
Stipends	\$ 5,000	\$ 5,000	\$ -	\$ -	\$ 5,000
Welfare - Burials	\$ -	\$ -	\$ -	\$ -	\$ -
OFFICE AND OPERATING SUPPLIES:					
Postage	\$ 200	\$ 200	\$ 140	\$ -	\$ 60
Office Supplies	\$ 14,793	\$ 14,793	\$ 632	\$ 7,549	\$ 6,612
Food	\$ 9,065	\$ 9,065	\$ 90	\$ -	\$ 8,975
Furniture and Equipment under \$1,000	\$ -	\$ 2,306	\$ -	\$ 2,306	\$ -
Other Operating Supplies (Incl. Literacy supplies/books)	\$ 46,170	\$ 45,734	\$ 10,251	\$ 12,731	\$ 22,752
Software. Computer Items Under \$1,000	\$ -	\$ 887	\$ -	\$ 887	\$ -
Employee Training	\$ 8,798	\$ 8,798	\$ 1,533	\$ 600	\$ 6,665
Dues, Subscriptions	\$ 57,070	\$ 57,070	\$ 9,340	\$ -	\$ 47,730
Office Furniture	\$ 1	\$ 1	\$ -	\$ -	\$ 1
Computer Equipment	\$ 335	\$ 335	\$ 4,591	\$ (4,257)	\$ 1
AIDS TO PRIVATE ORGANIZATIONS:					
Subsidies/Contributions (Agencies & Match \$\$)	\$ 37,746,175	\$ 37,979,415	\$ 5,472,847	\$ 20,290,543	\$ 12,216,025
INTRAFUND TRANSFERS					
Interfund Transfer - Debt Service Interest	\$ 194,824	\$ 194,824	\$ -	\$ -	\$ 194,824
Interfund Transfer - Debt Service Principle	\$ 253,000	\$ 253,000	\$ -	\$ -	\$ 253,000
Interfund Transfers Out	\$ 250,000	\$ 315,000	\$ 125,000	\$ -	\$ 190,000
Intrafund Transfers Out (HF, SAMHSA & Nutrition)	\$ 1,025,500	\$ 1,092,540	\$ 85,000	\$ -	\$ 1,007,540
Reserves	\$ -	\$ -	\$ -	\$ -	\$ -
TOTAL OPERATING FUND INDEXES	\$ 45,424,696	\$ 45,789,976	\$ 8,049,116	\$ 20,482,494	\$ 17,258,366

KIDS HOPE ALLIANCE

After-School Food Program Grant

Grant Period: October 1, 2020 to September 30, 2021

March 31, 2021

	Current Budget	Actual Year to Date	Encumbered Year to Date	Remaining Budget
REVENUES:				
Intergovernmental Revenue	\$ 1,135,281	\$ 192,833	\$ -	\$ (942,448)
Contributions from Other Funds	10,000	10,000	-	-
Total Revenues	\$ 1,145,281	\$ 202,833	\$ -	\$ (942,448)
EXPENDITURES:				
Salaries - Permanent and Probationary	\$ 63,008	\$ 23,453	\$ -	\$ 39,555
Salaries - Part Time	-	-	-	-
Employee Benefits	18,667	8,385	-	10,282
After-School Team Up - Food/Food Transp	1,056,380	217,075	839,305	-
Internal Service Charges	4,209	-	-	4,209
Other Operating Expenses	3,017	212	108	2,697
Capital Outlay	-	-	-	-
Indirect Costs	-	\$ -	-	-
Total Expenditures	\$ 1,145,281	\$ 249,125	\$ 839,413	\$ 56,743
Total Revenues Less Expenditures	\$ -	\$ (46,292)	\$ (839,413)	\$ (885,705)

Purpose of Grant:

Provide snacks and suppers to children in afterschool programs.

Additional Information:

Payroll expenses for March have not been loaded into the general ledger.

January and February reimbursement received in April in the amount of \$155,968.

KIDS HOPE ALLIANCE

Healthy Families Grant

Grant Period: July 1, 2020 to June 30, 2021

March 31, 2021

	Current Budget	Actual Year to Date	Encumbered Year to Date	Remaining Budget
REVENUES:				
Intergovernmental Revenue	\$ 1,094,500	\$ 588,584	\$ -	\$ (505,916)
Contributions from Other Funds	940,500	940,500	-	-
Total Revenues	\$ 2,035,000	\$ 1,529,084	\$ -	\$ (505,916)
EXPENDITURES:				
Salaries - Permanent and Probationary	\$ 102,749	\$ 72,744	\$ -	\$ 30,005
Salaries - Part Time	-	-	-	-
Employee Benefits	51,486	35,548	-	15,938
Internal Service Charges	16,797	-	-	16,797
Other Operating Expenses	31,902	1,322	1,320	29,260
Capital Outlay	4,000	-	-	4,000
Grants and Aids	1,816,945	855,006	239,494	722,445
Indirect Costs	11,121	-	-	11,121
Total Expenditures	\$ 2,035,000	\$ 964,620	\$ 240,814	\$ 829,566
Total Revenues Less Expenditures	\$ -	\$ 564,464	\$ (240,814)	\$ 323,650

Purpose of Grant:

An evidence-based, voluntary home visitation program proven to prevent child abuse/neglect for Jacksonville's highest at-risk families.

Additional Information:

Pending February and March reimbursement in the amount of \$161,604.

KIDS HOPE ALLIANCE

Wallace Foundation Grant

Grant Period: March 15, 2012 to September 30, 2020

March 31, 2021

	Current Budget	Actual Life to Date	Encumbered	Remaining Budget
REVENUES:				
Contributions from Private Sources	\$ 915,000	\$ 915,000	\$ -	\$ -
Contributions from Other Funds	419,465	419,465	-	-
Total Revenues	\$ 1,334,465	\$ 1,334,465	\$ -	\$ -
EXPENDITURES:				
Salaries - Permanent and Probationary	\$ 301,980	\$ 301,980	\$ -	\$ -
Salaries - Part Time	16,965	16,965	-	-
Employee Benefits	119,457	119,457	-	-
Internal Service Charges	4,552	1,075	-	3,477
Other Operating Expenses	831,980	809,082	22,869	29
Capital Outlay	5,052	5,052	-	-
Indirect Costs	54,479	52,926	-	1,553
Total Expenditures	\$ 1,334,465	\$ 1,306,537	\$ 22,869	\$ 5,059
Total Revenues Less Expenditures	\$ -	\$ 27,928	\$ (22,869)	\$ 5,059

Purpose of Grant:

Develop a uniformly high quality seamless and coordinated system of out-of-school time, with shared goals for children in Jacksonville.

Additional Information:

Budget appropriated for life of the grant.

KIDS HOPE ALLIANCE

Criminal Justice, Mental Health & Substance Abuse Reinvestment Grant

Grant Period: November 1, 2019 to April 30, 2021

March 31, 2021

	Current Budget	Actual Year to Date	Encumbered Year to Date	Remaining Budget
<u>REVENUES:</u>				
Department of Children & Families	\$ 400,000	\$ 385,000	\$ -	\$ (15,000)
Contributions from Other Funds	60,000	60,000	-	-
Revenue Fwd from Prior Year Funding	214,295	214,295	-	-
Total Revenues	\$ 674,295	\$ 659,295	\$ -	\$ (15,000)
<u>EXPENDITURES:</u>				
Salaries Part Time	\$ -	\$ -	\$ -	\$ -
Other Operating Expenses	27,637	13,425	5,663	8,549
Internal Service Charges	1	-	-	1
Capital Outlay	-	-	-	-
Grants and Aids	642,455	340,379	125,027	177,049
Administrative Support	4,202	102	-	4,100
Total Expenditures	\$ 674,295	\$ 353,906	\$ 130,690	\$ 189,699
Total Revenues Less Expenditures	\$ -	\$ 305,389	\$ (130,690)	\$ 174,699

Purpose of Grant:

Identify and refer youth with a mental health or substance use problems to services in an effort to prevent them from going deeper into the juvenile justice system.

Additional Information:

This is the third year of a three year grant.

Extension of Managed Access to Child Health contract was encumbered in April 2021 in the amount of \$176,894

KIDS HOPE ALLIANCE

SAMHSA - High Fidelity Wrap Around Grant

Grant Period: September 30, 2018 to September 29, 2020

March 31, 2021

	Current Budget	Actual Year to Date	Encumbered Year to Date	Remaining Budget
REVENUES:				
Intergovernmental Revenue	\$ 1,543,725	\$ 818,939	\$ -	\$ (724,786)
Intrafund Transfer	146,000	146,000	-	-
Total Revenues	\$ 1,689,725	\$ 964,939	\$ -	\$ (724,786)
EXPENDITURES:				
Salaries - Permanent and Probationary	\$ 83,495	\$ 71,863	\$ -	\$ 11,632
Employee Benefits	32,246	29,715	-	2,531
Internal Service Charges	2,500	4,810	-	(2,310)
Other Operating Expenses	26,659	4,013	-	22,646
Capital Outlay	1,100	-	-	1,100
Grants and Aids	1,543,725	1,536,491	7,234	-
Indirect Costs	-	-	-	-
Total Expenditures	\$ 1,689,725	\$ 1,646,892	\$ 7,234	\$ 35,599
Total Revenues Less Expenditures	\$ -	\$ (681,953)	\$ (7,234)	\$ (689,187)

Purpose of Grant:

This grant is to identify children who are admitted to crisis stabilization in NE Florida (Baker Act), refer them upon discharge to a mental health center; and respond to their immediate physical and mental health needs.

Additional Information:

Year 4 grant; received "no cost" extension for another year through September 30, 2020.

KIDS HOPE ALLIANCE

SAMHSA - Jax System Collaborative Care

Grant Period: September 30, 2019 to September 29, 2020

March 31, 2021

	Current Budget	Actual Year to Date	Encumbered Year to Date	Remaining Budget
REVENUES:				
Intergovernmental Revenue	\$ 1,000,000	\$ 522,417	\$ -	\$ (477,583)
	-	-	-	-
Total Revenues	\$ 1,000,000	\$ 522,417	\$ -	\$ (477,583)
EXPENDITURES:				
Internal Service Charges	-	-	-	-
Grants and Aids	1,000,000	749,978	250,022	-
Total Expenditures	\$ 1,000,000	\$ 749,978	\$ 250,022	\$ -
Total Revenues Less Expenditures	\$ -	\$ (227,561)	\$ (250,022)	\$ (477,583)

Purpose of Grant:

The purpose of this grant is to improve the mental health outcomes for children and youth with serious emotional disturbance (SED) and their families.

Additional Information:

Pending posting of revenue draw down in the amount of \$227,561. Amount encumbered but not spent will be carried over to year 2 of this grant.

KIDS HOPE ALLIANCE

SAMHSA - Jax System Collaborative Care

Grant Period: September 30, 2020 to September 29, 2021

March 31, 2021

	Current Budget	Actual Year to Date	Encumbered Year to Date	Remaining Budget
REVENUES:				
Intergovernmental Revenue	\$ 1,000,000	\$ -	\$ -	\$ (1,000,000)
Intrafund Transfer	75,000	75,000	-	-
Total Revenues	\$ 1,075,000	\$ 75,000	\$ -	\$ (1,000,000)
EXPENDITURES:				
Salaries - Permanent and Probationary	50,000	13,530	-	36,470
Employee Benefits	13,881	3,645	-	10,236
Internal Service Charges	700	-	-	700
Other Operating Expenses	10,419	-	-	10,419
Grants and Aids	1,000,000	340,245	659,755	-
Total Expenditures	\$ 1,075,000	\$ 357,420	\$ 659,755	\$ 57,825
Total Revenues Less Expenditures	\$ -	\$ (282,420)	\$ (659,755)	\$ (942,175)

Purpose of Grant:

The purpose of this grant is to improve the mental health outcomes for children and youth with serious emotional disturbance (SED) and their families.

Additional Information:

This is year 2 of a 4 year grant.

Pending revenue drawdown in the amount of \$283,947.

KIDS HOPE ALLIANCE

Cities for Financial Empowerment-Financial Navigators

Grant Period: August 1, 2020 to July 31, 2021

March 31, 2021

	Current Budget	Actual Year to Date	Encumbered Year to Date	Remaining Budget
<u>REVENUES:</u>				
Contributions from Private Source	\$ 80,000	\$ -	\$ -	\$ (80,000)
Total Revenues	\$ 80,000	\$ -	\$ -	\$ (80,000)
<u>EXPENDITURES:</u>				
Grants and Aids	80,000	72,000	8,000	-
Total Expenditures	\$ 80,000	\$ 72,000	\$ 8,000	\$ -
Total Revenues Less Expenditures	\$ -	\$ (72,000)	\$ (8,000)	\$ (80,000)

Purpose of Grant:

To provide financial information and referrals to residents impacted by the COVID-19 pandemic and economic fallout.

Additional Information:

Pending revenue posting in month of April of \$72,000.

KIDS HOPE ALLIANCE

Cities for Financial Empowerment-Summer Jobs Connect

Grant Period: May 1, 2020 to April 30, 2021

March 31, 2021

	Current Budget	Actual Year to Date	Encumbered Year to Date	Remaining Budget
REVENUES:				
Contributions from Private Source	\$ 20,000	\$ -	\$ -	\$ (20,000)
Total Revenues	\$ 20,000	\$ -	\$ -	\$ (20,000)
EXPENDITURES:				
Salaries - Permanent and Probationary	14,400	-	-	14,400
Employee Benefits	209	-	-	209
Internal Service Charges	-	-	-	-
Other Operating Expenses	5,391	-	-	5,391
Total Expenditures	\$ 20,000	\$ -	\$ -	\$ 20,000
Total Revenues Less Expenditures	\$ -	\$ -	\$ -	\$ -

Purpose of Grant:

To support programming to help participants open safe financial institution accounts and received financial education services.

Additional Information:

Pending revenue posting in month of April of \$18,000.

KIDS HOPE ALLIANCE
Youth Travel Trust Fund
March 31, 2021

	Current Budget	Actual Year to Date	Encumbered Year to Date	Remaining Budget
<u>REVENUES:</u>				
Transfer from Other Funds	\$ 140,794	\$ 140,794	\$ -	\$ -
Total Revenues	\$ 140,794	\$ 140,794	\$ -	\$ -
<u>EXPENDITURES:</u>				
Grants and Aids	\$ 140,794	\$ 53,823	\$ 4,654	\$ 82,317
Total Expenditures	\$ 140,794	\$ 53,823	\$ 4,654	\$ 82,317
Total Revenues Less Expenditures	\$ -	\$ 86,971	\$ (4,654)	\$ 82,317

Purpose of Program:

Assist youth and chaperones with the cost of travel expenses to events when selected to represent Jacksonville.

Additional information:

\$50,000 was appropriated to this trust fund with the beginning of the new fiscal year 20/21 per City Ordinance.

KIDS HOPE ALLIANCE

Kids Hope Alliance Trust Fund - Stop the Violence

March 31, 2021

	Current Budget	Actual Life to Date	Encumbered	Remaining Budget
<u>REVENUES:</u>				
Interfund Transfer In	\$ 764,550	\$ 764,550	\$ -	\$ -
NC-Transfers	15,866	15,866	-	-
Total Revenues	\$ 780,416	\$ 780,416	\$ -	\$ -
<u>EXPENDITURES:</u>				
Trust Fund Authority	\$ 15,866	\$ 14,366	\$ -	\$ 1,500
Grants and Aids	764,550	349,392	160,858	254,300
Total Expenditures	\$ 780,416	\$ 363,758	\$ 160,858	\$ 255,800
Total Revenues Less Expenditures	\$ -	\$ 416,658	\$ (160,858)	\$ 255,800

Purpose of Program:

Approved in FY18-19 budget for grants up to \$10,000 to be awarded to address youth violence in the community.

Additional information:

\$200,000 was appropriated to this trust fund with the beginning of the new fiscal year 20/21 per City Ordinance.

KIDS HOPE ALLIANCE

Kids Hope Alliance Trust Fund - Mini Grants Program

March 31, 2021

	Current Budget	Actual Life to Date	Encumbered	Remaining Budget
<u>REVENUES:</u>				
Gain/Loss	\$ 2,420	\$ 2,420	\$ -	\$ -
Contributions from Private Sources	696,460	701,941	-	5,481
Interfund Transfer In	158,318	158,318	-	-
Debt & Other ERP CleanUp	490	490	-	-
Total Revenues	\$ 857,688	\$ 863,169	\$ -	\$ 5,481
<u>EXPENDITURES:</u>				
Other Operating Expenses	\$ 49	\$ 49	\$ -	\$ -
Trust Fund Authority	939,003	819,081	-	119,922
Interfund Transfer Out	75,000	75,000	-	-
Indirect Cost	6,060	6,060	-	-
Total Expenditures	\$ 1,020,112	\$ 900,190	\$ -	\$ 119,922
Total Revenues Less Expenditures	\$ (162,424)	\$ (37,021)	\$ -	\$ 125,403

Purpose of Program:

Mini Grants up to \$25,000 per KHA Trust Sec 111.850 Part A

KIDS HOPE ALLIANCE
Jax Kids Book Club Trust Fund
March 31, 2021

	Current Budget	Actual Life to Date	Encumbered	Remaining Budget
<u>REVENUES:</u>				
Contributions from Private Sources	\$ 275,789	\$ 275,789	\$ -	\$ -
Total Revenues	\$ 275,789	\$ 275,789	\$ -	\$ -
<u>EXPENDITURES:</u>				
Operating Expenses	\$ 273,789	\$ 272,112	\$ -	\$ 1,677
Food	1,000	680	-	320
Internal Service Charges	1,000	9	-	991
Total Expenditures	\$ 275,789	\$ 272,801	\$ -	\$ 2,988
Total Revenues Less Expenditures	\$ -	\$ 2,988	\$ -	\$ 2,988

Purpose of Program:

Provide books to children at the end of their VPK year as they transition to kindergarten to help encourage reading over the summer.

Additional information:

Self-appropriating Trust Fund

KIDS HOPE ALLIANCE
All Operating Fund Indexes
Preliminary September 30, 2020

	Original Budget	Current Budget	Actual Year to Date	Encumbered Year to Date	Remaining Budget
REVENUES:					
Earnings on Investment	96,219	96,219	357,895	-	261,676
Rental of City Facilities	40,920	40,920	40,920	-	-
NC Transfers	315,384	315,384	315,384	-	-
Contributions from General Fund	34,658,863	36,538,983	36,538,983	-	-
Total Revenues	\$ 35,111,386	\$ 36,991,506	\$ 37,253,182	\$ -	\$ 261,676
EXPENDITURES:					
Salaries - Permanent and Probationary	\$ 2,758,092	\$ 2,541,484	\$ 2,702,282	\$ -	\$ (160,798)
Salaries - Part Time	870,521	618,023	666,608	-	(48,585)
Employee Benefits	969,263	969,263	916,175	-	53,088
Internal Service Charges	892,254	894,632	755,644	-	138,988
Other Operating Expenses	644,797	957,329	732,633	173,602	51,094
Capital Outlay	1	6,364	1,600	4,591	173
Grants and Aids	28,278,554	32,503,464	25,949,434	5,918,900	635,130
Transfers	697,904	1,977,363	1,954,204	-	23,159
Reserves	-	233,784	-	-	233,784
Total Expenditures	\$ 35,111,386	\$ 40,701,706	\$ 33,678,580	\$ 6,097,093	\$ 926,033
Total Revenues Less Expend.	\$ -	\$ (3,710,200)	\$ 3,574,602	\$ (6,097,093)	\$ 1,187,709
Reserve - Prior Year Encumbrances		3,710,200			
Budget Difference		(0)			
Additional Information:					
Budgetary Fund Balance	(1,666,297)				
Reserve Approp for Prior Year Encumbrances	5,376,497				
Net (Reserve Prior Year Encumbrances)	3,710,200				

Kids Hope Alliance
Operating Fund - Expenditure Detail
Preliminary September 30, 2020

	Original Budget	Current Budget	Expenditures Year-to-Date	Encumbered Year-to-Date	Remaining Budget
EXPENDITURES					
REGULAR SALARIES AND WAGES:					
Permanent and Probationary Salaries	\$ 2,817,262	\$ 2,600,654	\$ 2,636,066	\$ -	\$ (35,412)
Terminal Leave	\$ -	\$ -	\$ 43,706	\$ -	\$ (43,706)
Salaries Part Time	\$ 870,521	\$ 618,023	\$ 666,608	\$ -	\$ (48,585)
Salaries/Benefits Lapse	\$ (82,205)	\$ (82,205)	\$ -	\$ -	\$ (82,205)
Overtime	\$ -	\$ -	\$ 171	\$ -	\$ (171)
Shift Differential	\$ -	\$ -	\$ 257	\$ -	\$ (257)
Special Pay	\$ 23,035	\$ 23,035	\$ 22,082	\$ -	\$ 953
Lump Sum Payment	\$ -	\$ -	\$ -	\$ -	\$ -
BENEFITS:					
FICA & Medicare	\$ 52,764	\$ 52,764	\$ 44,824	\$ -	\$ 7,940
Pension, Unfunded Liability & Disability & FRS Pension	\$ 400,794	\$ 400,794	\$ 400,242	\$ -	\$ 552
GEPP Define Contribution Pension	\$ 169,914	\$ 169,914	\$ 147,601	\$ -	\$ 22,313
Dental, Life & Health Insurance	\$ 330,704	\$ 330,704	\$ 307,433	\$ -	\$ 23,271
Worker's Compensation	\$ 15,087	\$ 15,087	\$ 15,724	\$ -	\$ (637)
Unemployment Insurance	\$ -	\$ -	\$ 351	\$ -	\$ (351)
PROFESSIONAL SERVICES:					
Professional Services (Incl. 3rd party evaluator)	\$ 305,718	\$ 560,817	\$ 388,260	\$ 159,200	\$ 13,357
Background Checks/DR	\$ 23,011	\$ 15,230	\$ 888	\$ -	\$ 14,342
OTHER CONTRACTUAL SERVICES:					
Contractual Services	\$ 6,030	\$ 10,254	\$ 10,724	\$ -	\$ (470)
Training Workshops	\$ 7,799	\$ 1,350	\$ -	\$ 600	\$ 750
TRAVEL AND PER DIEM:					
Travel Expenses (Out of County)	\$ 21,877	\$ 12,512	\$ 12,963	\$ -	\$ (451)
Local Mileage & Parking & Tolls	\$ 22,000	\$ 4,099	\$ 6,550	\$ -	\$ (2,451)
INTERNAL SERVICE CHARGES					
ITD Allocations	\$ 418,997	\$ 421,375	\$ 350,361	\$ -	\$ 71,014
OGC Legal - IS Allocation	\$ 112,991	\$ 112,991	\$ 86,223	\$ -	\$ 26,768
Copier Consolidation & Copy Center - IS Allocation	\$ 50,329	\$ 50,329	\$ 14,598	\$ -	\$ 35,731
FLEET - Van Maintenance	\$ 5,281	\$ 5,281	\$ -	\$ -	\$ 5,281
Mailroom - IS Allocation	\$ 195	\$ 195	\$ 1	\$ -	\$ 194
Utilities Allocation - Public Works - IS Allocation	\$ 120,691	\$ 120,691	\$ 120,691	\$ -	\$ -
Building Maintenance - City Wide - IS Allocation	\$ 117,819	\$ 117,819	\$ 117,819	\$ -	\$ -
Guard Service & ADT - IS Allocation	\$ 65,951	\$ 65,951	\$ 65,951	\$ -	\$ -
Ergonomic Assessment	\$ -	\$ -	\$ -	\$ -	\$ -
RENTAL AND LEASES:					
Rentals & Other Rent	\$ 1	\$ 1	\$ -	\$ -	\$ 1
Rentals (Land & Buildings)	\$ -	\$ -	\$ 605	\$ -	\$ (605)
INSURANCE:					
General Liability & Miscellaneous Insurance	\$ 30,318	\$ 30,318	\$ 30,321	\$ -	\$ (3)
REPAIRS AND MAINTENANCE SERVICE:					
Repairs and Maintenance	\$ 2,000	\$ 2,000	\$ 4,563	\$ -	\$ (2,563)
Hardware/Software Maintenance or Licensing Agreement	\$ 40,000	\$ 48,684	\$ 36,807	\$ 8,800	\$ 3,077
PRINTING AND BINDING/PROMOTIONAL ACTIVITIES:					
Printing and Binding	\$ 1	\$ 1	\$ -	\$ -	\$ 1
Advertising and Promotion	\$ 20,927	\$ 20,927	\$ 18,548	\$ -	\$ 2,379
OTHER CURRENT CHARGES AND OBLIGATIONS:					
Miscellaneous Services and Charges	\$ 1,750	\$ 22,750	\$ 21,307	\$ -	\$ 1,443
Stipends	\$ 5,000	\$ 5,000	\$ -	\$ -	\$ 5,000
Welfare - Burials	\$ 21,366	\$ 35,512	\$ 35,109	\$ -	\$ 403
OFFICE AND OPERATING SUPPLIES:					
Postage	\$ 400	\$ 500	\$ 161	\$ -	\$ 339
Office Supplies	\$ 14,400	\$ 13,051	\$ 11,563	\$ 392	\$ 1,096
Food	\$ 8,975	\$ 8,975	\$ 1,912	\$ 90	\$ 6,973
Furniture and Equipment under \$1,000	\$ -	\$ 9,008	\$ 8,395	\$ -	\$ 613
Other Operating Supplies (Incl. Literacy supplies/books)	\$ 43,867	\$ 38,343	\$ 28,324	\$ 4,520	\$ 5,499
Software. Computer Items Under \$1,000	\$ -	\$ 24,268	\$ 23,831	\$ -	\$ 437
Employee Training	\$ 8,798	\$ 4,829	\$ 4,829	\$ -	\$ -
Dues, Subscriptions	\$ 60,559	\$ 59,989	\$ 58,412	\$ -	\$ 1,577
Office Furniture	\$ -	\$ 28,911	\$ 28,561	\$ -	\$ 350
Computer Equipment	\$ 1	\$ 6,364	\$ 1,600	\$ 4,591	\$ 173
AIDS TO PRIVATE ORGANIZATIONS:					
Subsidies/Contributions (Agencies & Match \$\$)	\$ 28,278,554	\$ 32,503,464	\$ 25,949,434	\$ 5,918,900	\$ 635,130 *
INTRAFUND TRANSFERS					
Interfund Transfer - Debt Service Interest	\$ 206,904	\$ 206,904	\$ 193,745	\$ -	\$ 13,159
Interfund Transfer - Debt Service Principle	\$ 241,000	\$ 241,000	\$ 241,000	\$ -	\$ -
Interfund Transfers Out	\$ 250,000	\$ 250,000	\$ 250,000	\$ -	\$ -
Intrafund Transfers Out (HF, SAMHSA & Nutrition)	\$ -	\$ 1,279,459	\$ 1,269,459	\$ -	\$ 10,000
Reserves	\$ -	\$ 233,784	\$ -	\$ -	\$ 233,784
TOTAL OPERATING FUND INDEXES	\$ 35,111,386	\$ 40,701,706	\$ 33,678,580	\$ 6,097,093	\$ 926,033

*Note: The \$635,130 showing as available for Subsidies/Contributions is from Summer Camp contracts that were liquidated after KHA's initial mass liquidation and encumbrance of unused contract funds from fiscal year 19/20 as well as prior year funds amounting to \$7,174,594.

**BOARD ACTION ITEM: HOPE STREET TRAUMA TRAINING CONTRACT –
INCREASE IN FUNDING**

ESSENTIAL SERVICE CATEGORY: SPECIAL NEEDS

FINANCE MEETING: MAY 12, 2021

BOARD MEETING: MAY 19, 2021

TO: KIDS HOPE ALLIANCE BOARD OF DIRECTORS

FROM: MIKE WEINSTEIN, CHIEF EXECUTIVE OFFICER

REQUESTED ACTION:

- 1) Approve the renewal of the following contract for one year beginning August 1, 2021 and approve the following increase to the funding amount.
- 2) Authorize the CEO of KHA to execute an Amendment to the contract and to take all other actions necessary to accomplish the actions approved in (1) above.

<i>BID</i>	<i>AGENCY</i>	<i>PROGRAM</i>	<i>2020/2021 FUNDING</i>	<i>2021/2022 PROPOSED FUNDING</i>
ESC-0549-19	Hope Street, Inc.	Trauma Training	\$100,000.00	\$200,000.00

NARRATIVE:

Hope Street, Inc. became the subcontractor for the Trauma Training initiative after a competitive bid process on August 21, 2019. The training and coaching model that Hope Street has implemented with this funding has been well received and effective within our community. Since inception, Hope Street, Inc.'s training has impacted over 70 agencies and 1,000 individuals.

The Duval Behavioral Health Consortium and specifically the Trauma Collaborative, of which KHA is a part, recently led the effort to identify an organization to lead the initiative to Build a Trauma Informed Jacksonville and Hope Street, Inc. was identified as the clear choice to lead this effort. This initiative will expand the need for training and education to connect with not only service providers but neighborhoods and individuals as well. To meet this need, additional funding is needed.

FISCAL IMPACT:

Hope Street, Inc. will receive additional funding in the amount of \$100,000.00, bringing the total funding for this agency to \$200,000.00 for the next year.

GOVERNANCE/PROGRAM IMPACT:

This action requires board approval.

OPTIONS:

1. Vote to approve staff recommendations.
2. Decline to approve staff recommendations.

STAFF RECOMMENDATION:

Staff recommends approval.

**BOARD ACTION ITEM: FAMILY SUPPORT SERVICES OF NORTH FLORIDA –
FUNDING FOR CHILD ABUSE PREVENTION INITIATIVE**

ESSENTIAL SERVICE CATEGORY: SPECIAL NEEDS

FINANCE MEETING: MAY 12, 2021

BOARD MEETING: MAY 19, 2021

TO: KIDS HOPE ALLIANCE BOARD OF DIRECTORS

FROM: MIKE WEINSTEIN, CHIEF EXECUTIVE OFFICER

REQUESTED ACTION:

- 1) Approve funding for professional services for child abuse prevention efforts from Family Support Services of North Florida in the amount of \$285,000.00.
- 2) Authorize the CEO of KHA to execute the contract and to take all other actions necessary to accomplish the actions approved in (1) above, along with any subsequent renewals based on the evaluation of outcomes and funding utilization.

<i>AGENCY</i>	<i>PROGRAM</i>	<i>INITIAL FUNDING DATES</i>	<i>PROPOSED FUNDING</i>
Family Support Services of North Florida	Child Abuse Prevention	7/1/21-6/30/22	\$285,000.00

NARRATIVE:

Family Support Services of North Florida (FSSNF), established in 2002 as part of the State of Florida’s Child Welfare privatization movement, is the first and only lead agency for Child Welfare Services in Duval County. Through community-based care, FSSNF provides services and programs to help prevent child abuse and neglect, to promote a healthy family environment and to care for our community’s children in foster care. Professional Services for child abuse prevention are specifically exempt from competitive procurement under the City’s Procurement Code.

Child Abuse Prevention services under this contract will include neighborhood-based interventions in 32209 and increased education and support for parents and relative caregivers. Data points such as incidents of abuse reports, verified abuse, training hours and resources provided will be tracked throughout the funding period.

FISCAL IMPACT:

Family Support Services will receive funding through Kids Hope Alliance in the amount of \$285,000.00.

GOVERNANCE/PROGRAM IMPACT:

This action requires board approval.

OPTIONS:

1. Vote to approve staff recommendations.
2. Decline to approve staff recommendations.

STAFF RECOMMENDATION: Staff recommends approval.

BOARD ACTION ITEM: KHA POLICY: AUDIT PROCEDURE

FINANCE MEETING: MAY 12, 2021

BOARD MEETING: MAY 19, 2021

TO: KIDS HOPE ALLIANCE BOARD OF DIRECTORS

FROM: MIKE WEINSTEIN, CHIEF EXECUTIVE OFFICER

REQUESTED ACTION:

The Board is asked to authorize the following actions:

1. Review and approve a revised policy regarding audit procedures.

NARRATIVE:

Section 77.109(a)(18) of the Kids Hope Alliance enabling Ordinance states that KHA has the power to “Make and adopt bylaws, rules, regulations and policies for the Board’s guidance, operation, and governance; however, the Board’s bylaws, rules, regulations and policies shall not be inconsistent with this Chapter, Federal or State laws or other applicable City ordinances.”

The current policy in place was approved on April 4, 2018.

These policy revisions are derived from provider feedback gained from focus groups conducted by KHA through the last year. This policy establishes defined audit procedures for contractors that receive different funding amounts.

The policy eliminates a requirement to submit a budget to actual schedule as this information is provided each month and resides in KHA’s SAMIS system. In addition, contracts paid based on units of service do not have budgets. The other change is to require contracts less than \$200,000 to submit unaudited financial statements certified as to its accuracy by the Board Chair.

See policy attached.

FISCAL IMPACT:

This item does not have any fiscal impact.

GOVERNANCE/PROGRAM IMPACT:

This action requires Board approval.

OPTIONS:

1. Vote to approve staff recommendations.
2. Decline to approve staff recommendations.

STAFF RECOMMENDATION:

Staff recommends approval.



**POLICIES AND PROCEDURES MANUAL
AUDITED FINANCIAL STATEMENT POLICY**

Section:	Finance	Policy #:
Subject:	Audited Financial Statement Requirements	
Effective Date:		Review Date:
Approved:		

AUTHORITY

Ordinance 77.109 (a) (18) – Kids Hope Alliance Powers

Kids Hope Alliance in developing, overseeing, implementing and managing the Essential Services Plan for Kids under this Chapter shall have the following powers to: Make and adopt bylaws, rules, regulations and policies for the Board’s guidance, operation, and governance; however, the Board’s bylaws, rules, regulations and policies shall not be inconsistent with this Chapter, Federal or State laws or other applicable City ordinances.

PURPOSE:

The Procurement Code under Chapter 126 does not require providers and agencies awarded contracts to submit audited financial statements. As such, the purpose of this policy is to create requirements for Providers and Small Providers funded by the Kids Hope Alliance to submit financial statements to determine their ongoing financial standing.

POLICY

I. Providers and Small Providers with cumulative annual contract amounts funded by Kids Hope Alliance less than \$200,000 shall furnish the Kids Hope Alliance annual unaudited financial statements certified as to its accuracy by the Board Chair. The statements must be submitted within 90 days of the close of the Provider’s or Small Provider’s fiscal year.

II. Providers and Small Providers with cumulative annual contract amounts funded by Kids Hope Alliance from \$200,000 to \$750,000, shall furnish the Kids Hope Alliance a

copy of an audit report in accordance with Generally Accepted Auditing Standards (GAAS) issued by the Auditing Standards Board of the American Institute of Certified Public Accountants (AICPA). This report shall be due within 180 days of the close of the Provider's or Small Provider's fiscal year.

III. Providers and Small Providers with cumulative annual contract amounts funded by Kids Hope Alliance more than \$750,000, shall furnish the Kids Hope Alliance a copy of an audit report conducted in accordance with both GAAS and Government Auditing Standards (GAS), issued by the Comptroller General of the United States, and if applicable the provisions of the Office of Management and Budget Circular A-133, "Audits of Institutions of Higher Education and Other Nonprofit Organizations," of its financial affairs. This report shall be due within 180 days of the close of the Provider's or Small Provider's fiscal year.

KHA shall have the authority to waive the audit requirements related to Government Auditing Standards under any of the following conditions:

- If KHA recognizes that the cost of implementing such an audit requirement adds substantially to the total cost of the audit; or
- If KHA is the only entity that is requiring that the audit be conducted in accordance with Government Auditing Standards; or
- The recipient provides other requested information that in the opinion of KHA satisfies the Government Auditing Standards requirements; or
- If the recipient will no longer receive funding from KHA in future year due to dissolution of its operation

PROCEDURE:

1. Submission of financial statements shall be a deliverable included in the contract requirements for Providers and Small Providers.
2. The Kids Hope Alliance (Finance Department) shall maintain a worksheet to track the due date for financial statements or audit reports to be submitted by Providers and Small Providers,
3. When the financial statements or audit report is received, the Kids Hope Alliance Finance Director or designee shall review the financial statements or audit and the management letter from the audit for financial viability and any evidence of internal control weakness.
4. If the financial statements or audit report has not been received by the required date, no payments will be made under any Kids Hope Alliance contracts until the audit report has been submitted.
5. If the financial statements, audit or management letter from the audit reveals evidence of financial instability or internal control weakness, the Kids Hope Alliance Finance Committee will review and recommend appropriate action to the Board.

BOARD ACTION ITEM: FY 21/22 COMPREHENSIVE BUDGET
FINANCE MEETING: MAY 12, 2021
BOARD MEETING: MAY 19, 2021

TO: KIDS HOPE ALLIANCE BOARD OF DIRECTORS
FROM: MIKE WEINSTEIN, CHIEF EXECUTIVE OFFICER

REQUESTED ACTION:

The Board is asked to approve the following:

1. Approve the proposed Fiscal Year 2021/2022 Kids Hope Alliance Comprehensive Budget submitted to the Mayor as shown in attached exhibits.

NARRATIVE:

KHA is requesting Board approval of the proposed FY 21/22 budget as shown in the attached exhibits. This proposed budget is subject to Mayor and Council revisions and edits until the final voting takes place at the end of September.

Noteworthy changes from the prior year budget submission include:

- Increase in Advertising in order to inform families of the services that KHA has to offer.
- Increase in 3 Essential Service categories: Juvenile Justice, Early Learning, and PreTeen/Teen in order to continue current level program funding. In order to keep the budget balanced per the request of the City, KHA reduced the Out-of-School Times category. KHA will be able to continue OST program commitments due to the fact that unused funds will be left on many of the After School contracts and KHA will be able to utilize those funds for fiscal year 21/22 contracts.

FISCAL IMPACT:

Proposed KHA budget for the 21/22 fiscal year.

GOVERNANCE/PROGRAM IMPACT:

N/A

OPTIONS:

1. Vote to approve staff recommendations.
2. Decline to approve staff recommendations.

STAFF RECOMMENDATION:

Staff recommends approval.

Kids Hope Alliance

FY21-22 Requested Budget

Fund 10901

		Budget FY 20-21	Change	Proposed Requested Budget FY 21-22
36203	Rental of City Facilities	40,920.00	(40,920.00)	-
REGULAR SALARIES AND WAGES:				
01201	Permanent and Probationary Salaries	2,753,051.00		2,753,051.00
01302	Terminal Leave	-		-
01306	Salaries Part Time	585,101.00	(18,002.00)	567,099.00
01307	Salaries/Benefits Lapse	-		-
01401	Overtime	-		-
01503	Leave Rollback/Sellback	-		-
01511	Special Pay	23,868.00	-	23,868.00
01510	Lump Sum Payment	-		-
BENEFITS:				
02101	Payroll Taxes (FICA)	-		-
02102	Medicare	48,888.00		48,888.00
02201	Pension Contribution	-		-
02201B	GEPP DB Unfunded Liability	-		-
02207	Disability Trust Fund-ER	8,330.00		8,330.00
02213	GEPP Define Contribution Pension	186,768.00		186,768.00
02301	Group Dental Plan	5,653.00		5,653.00
02203	Group Life Insurance	9,546.00		9,546.00
02304	Group Hospitalization Insurance	306,527.00		306,527.00
02401	Worker's Compensation	18,652.00		18,652.00
PROFESSIONAL & CONTRACTUAL SERVICES:				
03109	Professional Services	305,718.00		305,718.00
03110A	Background Checks/DR	18,011.00	(18,011.00)	-
03410	Contractual Services	6,030.00		6,030.00
03424	Training Workshops	7,799.00		7,799.00
TRAVEL AND PER DIEM:				
04002	Travel Expenses (Out of County)	21,877.00		21,877.00
04021	Local Mileage & Parking & Tolls	22,000.00	(1,500.00)	20,500.00
04028	Parking and Tolls	-		-
INTERNAL SERVICE CHARGES				
04203	ISA - ITD Replacement	29,243.00		29,243.00
04205	ISA - OGC Legal	110,748.00		110,748.00
04207	ISA - Copier Consolidation	38,523.00		38,523.00
04211	ISA - Copy Center	9,858.00		9,858.00
04216	ISA - FLEET Repairs, Sublet, and Rentals	279.00		279.00
04217	ISA - Fleet Parts/Oil/Gas	4,196.00		4,196.00
04222	ISA - Offsite Storage	-		-
04221	ISA - Mailroom Charge	104.00		104.00
04223	ISA - Computer System Maintenance/Security	338,341.00		338,341.00
04225	ISA - Utilities Allocation - Public Works	122,015.00		122,015.00
04226	ISA - Building Maintenance - City Wide	92,092.00		92,092.00
04233	ISA - Guard Service & ADT Allocation	67,101.00		67,101.00
INSURANCE:				
04502	General Liability Insurance	15,397.00		15,397.00
04504	Miscellaneous Insurance	19,785.00		19,785.00
RENTAL AND LEASES:				
04401	Rentals & Other Rent	1.00		1.00
04499	Rentals (Land & Buildings)	-		-
OTHER OPERATING EXPENSES & SUPPLIES				
04603	Repairs and Maintenance	2,000.00		2,000.00
04662	Hardware/Software Maintenance or Licensing Agreement	58,000.00		58,000.00
04721	Printing and Binding	-		-
04801	Advertising and Promotion	15,927.00	13,787.00	29,714.00
04938	Miscellaneous Services and Charges	1,750.00	(1,100.00)	650.00
04950	Stipends	5,000.00	(5,000.00)	-
04101	Postage	200.00		200.00
05101	Office Supplies	14,401.00	(1,500.00)	12,901.00
05206	Food	8,975.00	(8,375.00)	600.00
05216	Other Operating Supplies	41,500.00	(1,500.00)	40,000.00
05229	Software. Computer Items Under \$1,000	-		-
05401	Employee Training	8,798.00	16,202.00	25,000.00

05402	Dues, Subscriptions	57,070.00		57,070.00
06424	Office Furniture & Equip Including Fax	1.00	24,999.00	25,000.00
06427	Computer Equipment	1.00		1.00
AIDS TO PRIVATE ORGANIZATIONS:				
08201	Subsidies & Contributions Out of School	16,410,440.00	(1,176,923.00)	15,233,517.00
08201	Subsidies & Contributions Juvenile Justice	1,333,882.00	591,600.00	1,925,482.00
08201	Subsidies & Contributions Early Learning	2,806,694.00	316,635.00	3,123,329.00
08201	Subsidies & Contributions PreTeen/Teen	2,003,101.00	268,688.00	2,271,789.00
08201	Subsidies & Contributions Special Needs	6,248,107.00		6,248,107.00
08201	Subsidies & Contributions Grief Counseling & Burials	42,732.00		42,732.00
08201	Youth Travel Trust Fund	50,000.00		50,000.00
08201	Mini Grants	200,000.00		200,000.00
DEBT SERVICE & OTHER TRANSFERS				
09101I	Debt Service - Interest	-		-
09101P	Debt Service - Principle	-		-
Total City Funding				
		34,484,081.00	-	34,484,081.00

Notes:

A=Part Time dollars decreased slightly due to the offset of other administrative expense increases and decreases shown in notes B and C.

B=Prior year PreTeen/Teen budget expenditure items were decreased and relocated to Administrative fund Part Time dollars due to the outsourcing of the MYAWP and MYLAC programs.

C=Advertising, Employee Training, and Office Furniture & Equipment were all increased in order to address needed funding in each category where no increase was made in prior years.

D=Increase in 3 Essential Service Categories: Juvenile Justice, Early Learning, and PreTeen/Teen in order to continue current level program funding. In order to keep the budget balanced per the request of the City, KHA reduced the Out-of-School Times category. KHA will be able to continue OST program commitments due to the fact that unused funds will be left on many of the After School contracts and KHA will be able to utilize those funds for the fiscal year 21/22 contracts.

ENHANCEMENT REQUESTS

Department:

2 0 160,000

1Cloud (center-activity-subfund-interfund-project-future)	Account	FTE	Part Time Hrs	Budget Request	Dept Rank(*)	Justification / Description
181005-00000000-10901-00000-000000-0000000	512010	1		85,000	1	Director of Compliance position to evaluate efficiency of controls and improve processes.
181005-00000000-10901-00000-000000-0000000	512010	1		75,000	2	Research Manager position to plan, coordinate, and execute assigned research projects.

* Rank enhancements from highest to lowest with 1 being the highest or most important

BOARD ACTION ITEM:	CONTRACT AMENDMENTS FOR FY 20-21
ESSENTIAL SERVICES CATEGORIES:	PRE-TEEN/TEEN
FINANCE MEETING:	MAY 12, 2021
BOARD MEETING:	MAY 19, 2021

TO: KIDS HOPE ALLIANCE BOARD OF DIRECTORS
FROM: MIKE WEINSTEIN, CHIEF EXECUTIVE OFFICER

REQUESTED ACTION:

The Board is asked to:

- 1) Approve the amendment of the contracts shown in the table below to extend them through Summer 2021 (August 31, 2021) and add additional funding so that they will be able to fully implement their programs as initially intended.
- 2) Authorize the CEO to execute contract amendments and other documents necessary to carry out the intent of (1) above.

NARRATIVE:

The contract amendments will allow the direct funded programs to continue operation through Summer 2021. These contracts currently end mid-summer (June 30, 2021) and have funds left, but not enough to fully operate the program.

This fix will allow them to run for the whole summer (through August 31, 2021) and be properly funded to maintain their proposed service levels.

These contracts would end at the end of this summer and have no further renewals. KHA plans to issue an RFP for flexible summer programming such as these before Summer 2022, so all of these could apply and potentially be funded under a new contract through a competitive process.

These recommendations for amendments are based on an analysis of performance metrics, programmatic outcomes, and a review of funding for Summer 2020.

All programs served children to the best of their ability in Summer 2020 and accomplished the tenets of their scope as much as they could. Many of them had to move to virtual programming and/or update their scope of services due to COVID-19 and by continuing them for this summer, they will be allowed to fully actualize the intent of their original programming.

FISCAL IMPACT:

Approval of this item would result in the funded added amount as shown below. These funds will come from the Pre-Teen/Teen category, where funds are available from other programs who will not fully utilize their contracts due to complications with COVID-19.

Agencies will receive the additional dollars, which are outlined in the Funding Added Amount for Summer 2021 column, in order to bring them up the same funding level they were initially awarded in 2020.

ESC	Agency	Program Name	Funding for Summer 2020	Remining Funds from Summer 2020	Funding Added for Summer 2021
Pre-Teen/Teen & Juvenile Justice	100 Black Men of Jacksonville, Inc.	100 Black Men	\$68,920.00	\$18,808.93	\$50,111.07
	Boys and Girls Club of Northeast Florida, Inc.	Camp Deep Pond	\$30,000.00	\$1,077.58	\$28,922.42
	I'm a Star	Student Leadership	\$68,920.00	\$48,776.00	\$15,000.00
	Police Athletic League of Jacksonville, Inc.	PAL Leadership League	\$20,000.00	\$9,586.83	\$10,413.17
	READ USA Inc.	Teen Literacy	\$60,000.00	\$278.64	\$59,721.36
	West Jacksonville Restoration Center, Inc.	Teen Workforce – Multimedia Program	\$68,919.00	\$6,940.88	\$67,977.12
	Young Men's Christian Association of Florida's First Coast, Inc.	Mayor's Leadership	\$50,000.00	\$13,275.25	\$36,724.75
		Totals:		\$366,759	\$98,744.11

GOVERNANCE/PROGRAM IMPACT:

This action requires Board approval.

OPTIONS:

1. Vote to approve
2. Decline to approve

STAFF RECOMMENDATION:

Staff recommends approval.