



KIDS HOPE ALLIANCE
The Jacksonville Partnership
for Children, Youth & Families

**FINANCE COMMITTEE
MEETING
AGENDA**

**Wednesday, March 13, 2019
9:30 AM - 11:00 AM**

		<u>TAB</u>
1. CALL TO ORDER	Tyra Tutor	
2. APPROVAL OF THE MINUTES	Tyra Tutor	1
3. FINANCE REPORT	Cynthia Nixon	2
• Financial Report - January 31, 2019		
• Revised Summary Budget After Ordinance 2019-23		
4. NEW BUSINESS (<i>open for public comments</i>)		
• 2019 Summer Camp Funding Recommendation	Kenneth Darity	3
• Grief and Trauma Counseling Request for Proposal	Mary Nash	4
5. PUBLIC COMMENTS		
6. ADJOURN		

Next Finance Meeting
April 10, 2019



FINANCE COMMITTEE MEETING SUMMARY
January 14, 2019
9:30 AM – 10:30 AM

Voting Board Member Attendees:

Tyra Tutor
Dr. Marvin Wells

Staff:

Joe Peppers, Cynthia Nixon, Delores Williams, Adam Miller, Mary Tobin, Dae Lynn Helm, Jennifer Blalock, Joyce Watson, Katoia Wilkins, Tyrica Young, Lavetta McCoy and Mary Nash.

COJ Staff:

Julia Davis, Office of General Counsel.

Guests: Leon Baxton, CIS; Kristin Carter, Take Stock in Children; Janet Regan, Sanctuary on 8th Street; Terri Florio, Mal Washington.

CALL TO ORDER

The Finance Committee Meeting was called to order at 9:30 a.m. by Tyra Tutor, Finance Chair. Ms. Tutor thanked everyone for coming and asked for approval of the minutes. Dr. Wells made the motion and Ms. Tutor seconded it. Ms. Tutor asked for discussion and public comments. With none being heard, Ms. Tutor asked all in favor to signify by the sign of “aye”. All were in favor and the approval of the minutes was passed. Ms. Tutor turned the floor over to Cynthia Nixon, Kids Hope Alliance Finance Director.

Cynthia Nixon started by saying the first page of the report is the information requested by Board chair, Kevin Gay. This is a combined report that showed City funded and grant funded accounts into one report. Ms. Nixon went through each grant and line item in detail. Ms. Nixon stated there are grants in which we operate in arrears but then we submit for reimbursement. The Kids Hope Alliance is two months into the fiscal year and everything is on track. Ms. Nixon stated that Kids Hope Alliance has hired two new staff members to help with site monitoring. KHA has received a new 21st Century Grant and will have to be appropriated. Ms. Nixon is anticipating this grant to start sometime in March.

The Youth Travel Trust Fund is open and no applications have been received. Advances have been given to the awardees of the Stop the Violence Mini Grant and receipts should start to come in for processing.

Ms. Nixon stated that the next report is from the Council Auditors Office. This is a twelve month report that ended September 30, 2018. Ms. Nixon stated that Kids Hope Alliance has a positive variance that will roll into fund balance. Kids Hope Alliance has asked for those funds back and is in meetings with City Council Representatives. Kids Hope Alliance is going through a grant



performance audit. Ms. Nixon explained that the audit covers grant compliance, guidelines and the proper reports and documentation. Other items discussed during the finance report are below.

Finance Report items discussed:

All Operation Funds Indexes
Afterschool Food Program Grant
SAMHSA Grant
Youth Travel Trust Fund
Criminal Justice, Mental Health &
Substance Abuse Reinvestment Grant

21st Century Community Learning Center Grant
Healthy Families Grant
Wallace Foundation Grant
Jax Kids Book Club

New Business Action Items

Tyrica Young introduced the Summer Food Services Program Grant.

Ms. Young stated this renewal request has an adjustment to the budget to accommodate the deficit from last year. The vendor will operate during the summer and provide services to an estimated one hundred and seventy sites throughout Jacksonville. There was discussion on the legislative process and if that will be required. Ms. Nixon stated that it will require a TD, Transfer Directive. Ms. Tutor stated that the wording on the action item under fiscal impact needs to be removed. Ms. Nixon went over the process for the Mayors Budget Review Board (MBRC).

Ms. Tutor asked for a motion to approve the Summer Food Service Program Grant. Dr. Wells made the motion and Ms. Tutor seconded it. Ms. Tutor opened the floor for discussion and public comments. With none being heard, Ms. Tutor asked all in favor to signify by the sign of "aye". All were in favor and the motion passed.

Mary Tobin introduced the Contract Extension. The committee is asked to approve a six month contract extension for the listed programs. Ms. Tobin asked the committee to recall a similar request back in August where the board approved a six month extension with the option to give an additional six month if needed. Kids Hope Alliance staff will be working towards a new RFP to bid out future contracts. During the discussion, Mr. Peppers stated he has submitted a proposal to City Council that will allow Kids Hope Alliance to use the carry over dollars to fund a variety of additional programs. There was discussion on the programs listed on the page and if the funding will be one time or reoccurring. Other concerns were if the programs are existing or new programs to Kids Hope Alliance and how was it determined who will get funded. Ms. Nixon stated that Mr. Mousa wanted to see something laid out before asking for the carryover in fund balance. Mr. Peppers feels positive about getting those funds back and putting them to good use. There will be community task force meetings and presentations to the board. The Finance Committee suggested that this be an action item for the next board meeting. Ms. Davis suggested that the action item have specific information and dates. Ms. Tutor asked that the committee take a vote on the Contract Extension action item and then address the carryover fund balance. Dr. Wells made a motion to approve the contract extension request and Ms. Tutor seconded it. Ms. Tutor opened the floor for discussion and public comments. With none being heard, Ms. Tutor asked all in favor to signify by the sign of "aye". All were in favor and the motion was passed.



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Carry over dollars in fund balance. Mr. Peppers talked about the \$1.5 Million unspent funds from contracts that will roll over into Kids Hope Alliance Fund Balance. These funds are normally swept by the City but Mr. Peppers has asked to use them. There was discussion on whether there will be funding available to fund the programs in the future that are listed as reoccurring and if not it was suggested to remove them as reoccurring.

Mr. Peppers stated he would work with legal to iron out the action item and he would add more contexts for the board meeting.

Ms. Tutor suggested that the following information be included on the action item.

Is it an existing or new vendor?

Will there be RFP for all contracts and if not, why?

If reoccurring, how does it get funded in the future?

Are all rules being followed for the process?

Ms. Tobin stated that staff will work with General Counsel's Office to get the action item and bring before the Board. Dr. Wells asked if the committee needed to approve the request to carry over fund balance that will increase program funding in order to present to the board. Ms. Tutor asked for a motion to approve the \$1.5 Million fund balance and present to the Board. Dr. Wells made the motion and Ms. Tutor seconded it. Ms. Tutor opened the floor for discussion and public comments. With none being heard, Ms. Tutor asked all in favor to signify by the sign of "aye". All were in favor and the motion passed.

Public Comment

None

ADJOURN

The meeting was adjourned at 10:43 a.m.



FINANCE COMMITTEE MEETING SUMMARY
February 13, 2019
9:00 AM – 10:30 AM

Voting Board Member Attendees:

Tyra Tutor

Staff:

Joe Peppers, Cynthia Nixon, Delores Williams, Adam Miller, Mary Tobin, Dr. Jennifer Blalock, Mary Nash, Jerelyn Allen, Kenneth Darity, Katoia Wilkins, Joyce Watson

COJ Staff:

Julia Davis, Office of General Counsel.

Guests: Kristin Carter, Take Stock in Children; Dr. Robin Rose, Girls Inc.; Bryan Jones, Communities in Schools; Leon Baxton, Communities in Schools; Jerome Baltazar, Communities in Schools.

Call to Order

The Finance Committee Meeting was called to order at 9:32 a.m. by Tyra Tutor, Finance Chair. Ms. Tutor thanked everyone for coming and stated that the January Finance Summary will be held until the next meeting since there is not a quorum. Ms. Tutor stated that no action will be taken up today due to the lack of quorum. Ms. Tutor asked Cynthia Nixon, Director of Finance for Kids Hope Alliance to give the report.

Finance Report

Cynthia Nixon stated the report runs through December 31, 2018. The first report is a combined report that showed City funded and grant funded accounts into one report. Ms. Nixon went through each grant and line item in detail. Ms. Nixon stated there are grants in which we operate in arrears but then we submit for reimbursement. Ms. Nixon reviewed the detail expense report and line items which everything is on target.

Other items discussed:

All Operation Funds Indexes	21 st Century Community Learning Center Grant
Afterschool Food Program Grant	Healthy Families Grant
SAMHSA Grant	Wallace Foundation Grant
Youth Travel Trust Fund	Jax Kids Book Club
Criminal Justice, Mental Health & Substance Abuse Reinvestment Grant	



Youth Travel Trust is open for accepting application. One has been received and being reviewed by Mr. Everett and three are pending additional information.

Ms. Nixon talked about the Stop the Violence Mini Grants and the Beaches Community Fund Early Learning Grant that were added to the report.

Mr. Peppers talked about the Book Club and the literacy campaign going on, Books with Barbers. Dr. Blalock is working on task force groups for every age group and gave updates on the Book with Barbers event.

New Business

Kenneth Darity introduced seat transfer request action item. The Board is asked to allow Communities in Schools and Boys & Girls Club to move seat within their programs. Mr. Darity explained that this is nothing new and that requests like this has been received and approved in the past. Mr. Darity stated he is working with the Office of General Counsel and staff to write a policy that will allow Kids Hope Alliance the authority to move seats within an agency program without having to come to the board. Ms. Tobin elaborated that a change in policy is much needed in order to accommodate our partners. No committee action was taken.

Public Comment

Leon Baxton stated the Books with Barbers was a very good event and would like to keep it going.

Mr. Peppers talked about mini grants opportunity for the community, request for additional program funding and the Youth Travel Trust Fund.

Mary Tobin talked about a process for the mini grants.

Mr. Peppers would like to have the staff to present their Quarterly Business Review to the Board hopefully in July.

ADJOURN

The meeting was adjourned at 10:14 a.m.



Financial Report

for the Period Ended

January 31, 2019

KIDS HOPE ALLIANCE
Combined City Fund and Grant Fund
Period: City Fiscal Year and Varying Grant Periods

January 31, 2019

	Current Budget	City Funds	After-School FY19	Healthy Families FY19	Wallace FY19	Mental Health FY19	21st FY19	SAMHSA High Fidelity FY19	Beaches EL	Youth Travel Trust	KHA Trust Fund	Book Club	Total Expenditures	Total Encumbered	Remaining Budget	
REVENUES:																
Intergovernmental Revenue	5,541,836		742,724	406,711									1,149,435		(4,392,401)	
Contributions from Private Sources	1,838,373				915,000				49,600		696,460	176,413	1,837,473		(900)	
Contributions from Other Funds	1,677,683			1,040,500	419,465	60,000	157,718						1,677,683		(400,000)	
Department of Children & Families	400,000							146,000					146,000			
Intrafund Transfer										40,794			40,794			
Trust Fund - Youth Travel	40,794												40,794			
Earnings on Investment	106,651	13,979									28,774		42,753		(63,898)	
Rental of City Facilities	81,840	27,280											27,280		(54,560)	
Prior Year Revenue from DOPS																
Intrafund Transfer In	522,868										297,868					
Intrafund Transfers (Trsf from 192)		27,188											27,188		27,188	
NC Transfers	735,366	583,431									151,935		735,366			
Contributions from General Fund	31,936,961	7,996,645											7,996,645			
Total Revenues	43,028,372	8,648,524	742,724	1,447,211	1,334,465	60,000	157,718	146,000	49,600	40,794	1,175,037	176,413	13,978,486	-	(28,824,887)	
EXPENDITURES:																
Salaries	3,868,752	756,457	64,909	94,731	313,213	-	131,513	18,020	3,016	-	-	-	1,381,859	-	2,486,893	
Employee Benefits	1,254,380	269,120	14,825	62,536	119,163	-	19,700	8,001	552	-	8	-	493,905	-	760,475	
After-School Team Up - Food Cost	2,839,549	-	664,627	-	-	-	-	-	-	-	-	-	664,627	1,660,145	514,777	
Trust Fund Authority	957,369	-	-	-	-	-	-	-	-	-	819,081	-	-	-	-	
Internal Service Charges	885,910	256,845	4,217	33,104	1,075	-	-	1,952	-	-	41	-	297,234	-	588,676	
Other Operating Expenses	2,121,625	98,207	62,313	5,836	791,011	399	14,799	82	-	-	-	144,346	1,116,993	327,923	676,709	
Food	1,000	-	-	-	-	-	-	-	-	-	-	680	680	-	320	
Grants and Aids	31,619,755	5,237,769	-	775,446	-	-	-	-	-	-	40,133	-	6,053,348	14,888,974	10,677,433	
Capital Outlay	9,765	-	-	-	5,052	-	-	-	-	-	-	-	5,052	-	4,713	
Indirect Costs	84,037	-	-	8,361	52,926	273	-	-	-	-	6,060	-	67,620	-	16,417	
Transfers	1,809,679	1,406,392	-	-	-	-	-	-	-	-	75,000	-	1,481,392	-	328,287	
Reserves	315,384	-	-	-	-	-	-	-	-	-	-	-	-	-	315,384	
Total Expenditures	45,767,205	8,024,790	810,891	980,014	1,282,440	672	166,012	28,055	3,568	-	940,323	145,026	11,562,710	16,877,042	16,370,084	
Total Revenues Less Expenditures	(2,738,833)	623,734	(68,167)	467,197	52,025	59,328	(8,294)	117,945	46,032	40,794	234,714	31,387	2,415,776	(16,877,042)	(12,451,803)	
Reserve - Prior Year Encumbrances	2,735,842															
Budget Difference	<u>(2,991)</u>															

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

KIDS HOPE ALLIANCE
All Operating Fund Indexes
January 31, 2019

	Original Budget	Current Budget	Actual Year to Date	Encumbered Year to Date	Remaining Budget
REVENUES:					
Earnings on Investment	77,877	77,877	13,979	-	(63,898)
Rental of City Facilities	81,840	81,840	27,280	-	(54,560)
Intrafund Transfers (Trsf from 192)	-	-	-	-	-
Intrafund Transfers (Trsf from 192)	-	-	27,188	-	27,188
NC Transfers	247,870	583,431	583,431	-	-
Contributions from General Fund	31,936,961	31,936,961	7,996,645	-	(23,940,316)
Total Revenues	\$ 32,344,548	\$ 32,680,109	\$ 8,648,524	\$ -	\$ (24,031,585)
EXPENDITURES:					
Salaries	\$ 2,679,190	\$ 2,729,190	\$ 756,457	\$ -	\$ 1,972,733
Employee Benefits	904,735	918,343	269,120	-	649,223
Internal Service Charges	801,085	805,085	256,845	-	548,240
Other Operating Expenses	600,454	852,734	98,207	268,285	486,242
Capital Outlay	1	1	-	-	1
Grants and Aids	26,555,520	28,060,535	5,237,769	12,650,367	10,172,399
Transfers	488,179	1,734,679	1,406,392	-	328,287
Reserves	315,384	315,384	-	-	315,384
Total Expenditures	\$ 32,344,548	\$ 35,415,951	\$ 8,024,790	\$ 12,918,652	\$ 14,472,509
Total Revenues Less Expend.	\$ -	\$ (2,735,842)	\$ 623,734	\$ (12,918,652)	\$ (9,559,076)
Reserve - Prior Year Encumbrances		2,735,842			
Budget Difference		0.00			

Additional Information:

Kids Hope Alliance
Operating Fund - Expenditure Detail
 January 31, 2019

	Original Budget	Current Budget	Expenditures Year-to-Date	Encumbered Year-to-Date	Remaining Budget
EXPENDITURES					
REGULAR SALARIES AND WAGES:					
Permanent and Probationary Salaries	\$ 2,455,184	\$ 2,505,184	\$ 724,934	\$ -	\$ 1,780,250
Terminal Leave	\$ -	\$ -	\$ 13,892	\$ -	\$ (13,892)
Salaries Part Time	\$ 273,091	\$ 273,091	\$ 12,466	\$ -	\$ 260,625
Salaries/Benefits Lapse	\$ (67,015)	\$ (67,015)	\$ -	\$ -	\$ (67,015)
Overtime	\$ -	\$ -	\$ -	\$ -	\$ -
Leave Rollback/Sellback	\$ -	\$ -	\$ -	\$ -	\$ -
Special Pay	\$ 17,930	\$ 17,930	\$ 5,165	\$ -	\$ 12,765
Lump Sum Payment	\$ -	\$ -	\$ -	\$ -	\$ -
BENEFITS:					
FICA & Medicare	\$ 39,942	\$ 40,667	\$ 10,564	\$ -	\$ 30,103
Pension, Unfunded Liability & Disability & FRS Pension	\$ 368,886	\$ 375,745	\$ 117,859	\$ -	\$ 257,886
GEPP Define Contribution Pension	\$ 159,981	\$ 165,831	\$ 39,506	\$ -	\$ 126,325
Dental, Life & Health Insurance	\$ 318,784	\$ 318,958	\$ 95,485	\$ -	\$ 223,473
Worker's Compensation	\$ 17,142	\$ 17,142	\$ 5,706	\$ -	\$ 11,436
Unemployment Insurance	\$ -	\$ -	\$ -	\$ -	\$ -
PROFESSIONAL SERVICES:					
Professional Services (Incl. 3rd party evaluator)	\$ 296,100	\$ 485,573	\$ 52,454	\$ 221,907	\$ 211,212
Background Checks/DR	\$ 5,949	\$ 5,949	\$ -	\$ -	\$ 5,949
OTHER CONTRACTUAL SERVICES:					
Contractual Services	\$ 10,936	\$ 10,936	\$ -	\$ 5,100	\$ 5,836
Training Workshops	\$ 5,299	\$ 5,299	\$ 450	\$ -	\$ 4,849
TRAVEL AND PER DIEM:					
Travel Expenses (Out of County)	\$ 21,877	\$ 21,877	\$ 7,170	\$ -	\$ 14,707
Local Mileage & Parking & Tolls	\$ 20,994	\$ 20,994	\$ 4,626	\$ -	\$ 16,368
INTERNAL SERVICE CHARGES					
ITD Allocations	\$ 341,715	\$ 341,715	\$ 109,200	\$ -	\$ 232,515
OGC Legal - IS Allocation	\$ 84,623	\$ 84,623	\$ 28,278	\$ -	\$ 56,345
Copier Consolidation & Copy Center - IS Allocation	\$ 50,418	\$ 53,418	\$ 12,486	\$ -	\$ 40,932
FLEET - Van Maintenance	\$ 6,661	\$ 6,661	\$ 422	\$ -	\$ 6,239
Mailroom - IS Allocation	\$ 1,101	\$ 2,101	\$ 286	\$ -	\$ 1,815
Utilities Allocation - Public Works - IS Allocation	\$ 128,117	\$ 128,117	\$ 42,706	\$ -	\$ 85,411
Building Maintenance - City Wide - IS Allocation	\$ 121,586	\$ 121,586	\$ 40,529	\$ -	\$ 81,057
Guard Service & ADT - IS Allocation	\$ 65,889	\$ 65,889	\$ 21,963	\$ -	\$ 43,926
Ergonomic Assessment	\$ 975	\$ 975	\$ 975	\$ -	\$ -
RENTAL AND LEASES:					
Rentals & Other Rent	\$ 1	\$ 1	\$ -	\$ -	\$ 1
Rentals (Land & Buildings)	\$ -	\$ 7,590	\$ (2,721)	\$ 7,455	\$ 2,856
INSURANCE:					
General Liability & Miscellaneous Insurance	\$ 25,315	\$ 25,315	\$ 17,587	\$ -	\$ 7,728
REPAIRS AND MAINTENANCE SERVICE:					
Repairs and Maintenance	\$ 2,000	\$ 2,000	\$ 85	\$ 873	\$ 1,042
Hardware/Software Maintenance or Licensing Agreement	\$ 41,000	\$ 57,000	\$ -	\$ 27,996	\$ 29,004
PRINTING AND BINDING/PROMOTIONAL ACTIVITIES:					
Printing and Binding	\$ 1	\$ 1,843	\$ -	\$ -	\$ 1,843
Advertising and Promotion	\$ 8,927	\$ 34,026	\$ 8,043	\$ 2,824	\$ 23,159
OTHER CURRENT CHARGES AND OBLIGATIONS:					
Miscellaneous Services and Charges	\$ 5,050	\$ 7,550	\$ -	\$ -	\$ 7,550
Stipends	\$ 5,000	\$ 5,000	\$ -	\$ -	\$ 5,000
Welfare - Burials	\$ 21,366	\$ 21,366	\$ -	\$ -	\$ 21,366
OFFICE AND OPERATING SUPPLIES:					
Postage	\$ 400	\$ 400	\$ -	\$ -	\$ 400
Office Supplies	\$ 15,300	\$ 20,300	\$ 2,302	\$ 800	\$ 17,198
Food	\$ 7,900	\$ 8,975	\$ 627	\$ 112	\$ 8,236
Other Operating Supplies (Incl. Literacy supplies/books)	\$ 38,867	\$ 42,568	\$ 3,556	\$ 1,218	\$ 37,794
Software, Computer Items Under \$1,000	\$ 1,000	\$ 1,000	\$ -	\$ -	\$ 1,000
Employee Training	\$ 8,798	\$ 8,798	\$ 2,240	\$ -	\$ 6,558
Dues, Subscriptions	\$ 58,374	\$ 58,374	\$ 1,788	\$ -	\$ 56,586
MACHINERY AND EQUIPMENT: (Capital over \$1,000)					
Computer Equipment	\$ 1	\$ 1	\$ -	\$ -	\$ 1
AIDS TO PRIVATE ORGANIZATIONS:					
Subsidies/Contributions (Agencies & Match \$\$)	\$ 26,555,520	\$ 28,060,535	\$ 5,237,769	\$ 12,650,367	\$ 10,172,399
INTRAFUND TRANSFERS					
Interfund Transfer - Debt Service Interest	\$ 218,385	\$ 218,385	\$ 73,360	\$ -	\$ 145,025
Interfund Transfer - Debt Service Principle	\$ 229,000	\$ 229,000	\$ 76,333	\$ -	\$ 152,667
Interfund Transfers Out	\$ 40,794	\$ 40,794	\$ 10,199	\$ -	\$ 30,595
Intrafund Transfers Out (HF, SAMHSA & Nutrition)	\$ -	\$ 1,246,500	\$ 1,246,500	\$ -	\$ -
Reserves	\$ 315,384	\$ 315,384	\$ -	\$ -	\$ 315,384
TOTAL OPERATING FUND INDEXES	\$ 32,344,548	\$ 35,415,951	\$ 8,024,790	\$ 12,918,652	\$ 14,472,509

KIDS HOPE ALLIANCE

After-School Food Program Grant

Grant Period: October 1, 2018 to September 30, 2019

January 31, 2019

	Current Budget	Actual Year to Date	Encumbered Year to Date	Remaining Budget
<u>REVENUES:</u>				
Intergovernmental Revenue	\$ 3,130,928	\$ 742,724	\$ -	\$ (2,388,204)
Total Revenues	\$ 3,130,928	\$ 742,724	\$ -	\$ (2,388,204)
<u>EXPENDITURES:</u>				
Salaries	\$ 175,661	\$ 64,909	\$ -	\$ 110,752
Employee Benefits	46,415	14,825	-	31,590
After-School Team Up - Food Cost	2,839,549	664,627	1,660,145	514,777
Internal Service Charges	21,072	4,217	-	16,855
Other Operating Expenses	46,646	62,313	-	(15,667)
Capital Outlay	1,585	-	-	1,585
Indirect Costs	-	\$ -	-	-
Total Expenditures	\$ 3,130,928	\$ 810,891	\$ 1,660,145	\$ 659,892
Total Revenues Less Expenditures	\$ -	\$ (68,167)	\$ (1,660,145)	\$ (1,728,312)

Purpose of Grant:

Provide snacks and suppers to children in afterschool programs.

Additional Information:

KIDS HOPE ALLIANCE

Healthy Families Grant

Grant Period: July 1, 2018 to June 30, 2019

January 31, 2019

	<u>Current Budget</u>	<u>Actual Year to Date</u>	<u>Encumbered Year to Date</u>	<u>Remaining Budget</u>
REVENUES:				
Intergovernmental Revenue	\$ 1,094,500	\$ 406,711	\$ -	\$ (687,789)
Contributions from Other Funds	1,040,500	1,040,500	-	-
Total Revenues	\$ 2,135,000	\$ 1,447,211	\$ -	\$ (687,789)
EXPENDITURES:				
Salaries	\$ 226,980	\$ 94,731	\$ -	\$ 132,249
Employee Benefits	88,755	62,536	-	\$ 26,219
Internal Service Charges	51,200	33,104	-	\$ 18,096
Other Operating Expenses	27,337	5,836	130	\$ 21,371
Capital Outlay	2,000	-	-	\$ 2,000
Grants and Aids	1,724,600	775,446	518,004	\$ 431,150
Indirect Costs	14,128	8,361	-	\$ 5,767
Total Expenditures	\$ 2,135,000	\$ 980,014	\$ 518,134	\$ 636,852
Total Revenues Less Expenditures	\$ -	\$ 467,197	\$ (518,134)	\$ (50,937)

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:

KIDS HOPE ALLIANCE

Wallace Foundation Grant

Grant Period: March 15, 2012 to September 30, 2019

January 31, 2019

	Current Budget	Actual Year to Date	Encumbered Year to Date	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	\$ 313,213	\$ 313,213	\$ -	\$ -
Employee Benefits	119,163	119,163	-	-
Internal Service Charges	4,552	1,075	-	3,477
Other Operating Expenses	837,979	791,011	3,250	43,718
Capital Outlay	5,079	5,052	-	27
Indirect Costs	54,479	52,926	-	1,553
Total Expenditures	\$ 1,334,465	\$ 1,282,440	\$ 3,250	\$ 48,775
Total Revenues Less Expenditures	\$ -	\$ 52,025	\$ (3,250)	\$ 48,775

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.

Initially a 4 year grant; grant period extended through September 30, 2019.

KIDS HOPE ALLIANCE
21st CCLC Program - Impact Grant
Grant Period: August 1, 2018 to July 31, 2019
January 31, 2019

	Current Budget	Actual Year to Date	Encumbered Year to Date	Remaining Budget
<u>REVENUES:</u>				
Intergovernmental Revenue	\$ 316,408	\$ -	\$ -	\$ (316,408)
Contributions from Other Funds	157,718	157,718	-	-
Total Revenues	\$ 474,126	\$ 157,718	\$ -	\$ (316,408)
<u>EXPENDITURES:</u>				
Salaries	\$ 329,121	\$ 131,513	\$ -	\$ 197,608
Employee Benefits	46,768	19,700	-	27,068
Internal Service Charges	500	-	-	500
Other Operating Expenses	97,737	14,799	39,013	43,925
Capital Outlay	-	-	-	-
Indirect Costs	-	-	-	-
Total Expenditures	\$ 474,126	\$ 166,012	\$ 39,013	\$ 269,101
Total Revenues Less Expenditures	\$ -	\$ (8,294)	\$ (39,013)	\$ (47,307)

Purpose of Grant:

Provide afterschool program at San Jose and Hyde Park elementary schools.

Additional Information:

Programs are City operated.

KIDS HOPE ALLIANCE

Criminal Justice, Mental Health & Substance Abuse Reinvestment Grant

Grant Period: November 1, 2018 to October 31, 2019

January 31, 2019

	Current Budget	Actual Year to Date	Encumbered Year to Date	Remaining Budget
REVENUES:				
Department of Children & Families	\$ 400,000	\$ -	\$ -	\$ (400,000)
Contributions from Other Funds	60,000	60,000	-	-
Total Revenues	\$ 460,000	\$ 60,000	\$ -	\$ (400,000)
EXPENDITURES:				
Salaries Part time	1	-	-	1
Other Operating Expenses	21,352	399	16,431	4,522
Internal Service Charges	1	-	-	1
Capital Outlay	-	-	-	-
Grants and Aids	429,276	-	426,792	2,484
Administrative Support	9,370	273	-	9,097
Total Expenditures	\$ 460,000	\$ 672	\$ 443,223	\$ 16,105
Total Revenues Less Expenditures	\$ -	\$ 59,328	\$ (443,223)	\$ (383,895)

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 second year of a three year grant.

KIDS HOPE ALLIANCE

SAMHSA - High Fidelity Wrap Around Grant

Grant Period: September 30, 2018 to September 29, 2019

January 31, 2019

	Current Budget	Actual Year to Date	Encumbered Year to Date	Remaining Budget
<u>REVENUES:</u>				
Intergovernmental Revenue	\$ 1,000,000	\$ -	\$ -	\$ (1,000,000)
Intrafund Transfer	146,000	146,000	-	-
Total Revenues	\$ 1,146,000	\$ 146,000	\$ -	\$ (1,000,000)
<u>EXPENDITURES:</u>				
Salaries	\$ 83,495	\$ 18,020	\$ -	\$ 65,475
Employee Benefits	32,246	8,001	-	24,245
Internal Service Charges	2,500	1,952	-	548
Other Operating Expenses	26,659	82	-	26,577
Capital Outlay	1,100	-	-	1,100
Grants and Aids	1,000,000	-	1,000,000	-
Indirect Costs	-	-	-	-
Total Expenditures	\$ 1,146,000	\$ 28,055	\$ 1,000,000	\$ 117,945
Total Revenues Less Expenditures	\$ -	\$ 117,945	\$ (1,000,000)	\$ (882,055)

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 and final year of a SAMHSA pass-through grant

KIDS HOPE ALLIANCE

Beaches Community Fund Early Learning Grant

Grant Period: October 1, 2018 to March 31, 2019

January 31, 2019

	Current Budget	Actual Year to Date	Encumbered Year to Date	Remaining Budget
REVENUES:				
Contributions from Privated Sources	\$ 50,500	\$ 49,600	\$ -	\$ (900)
Total Revenues	\$ 50,500	\$ 49,600	\$ -	\$ (900)
EXPENDITURES:				
Salaries	11,091	3,016	-	8,075
Employee Benefits	2,682	552	-	2,130
Other Operating Expenses	36,727	-	814	35,913
Total Expenditures	\$ 50,500	\$ 3,568	\$ 814	\$ 46,118
Total Revenues Less Expenditures	\$ -	\$ 46,032	\$ (814)	\$ 45,218

Purpose of Grant:

Improved early learning centers and early learning outcomes for children in the beaches community.

Additional Information:

This is only a 6 month grant

KIDS HOPE ALLIANCE
Youth Travel Trust Fund
January 31, 2019

	Original Budget	Current Budget	Actual Year to Date	Encumbered Year to Date	Remaining Budget
REVENUES:					
Transfer from Other Funds	\$ 40,794	\$ 40,794	\$ 40,794	\$ -	-
Total Revenues	\$ 40,794	\$ 40,794	\$ 40,794	\$ -	\$ -
EXPENDITURES:					
Grants and Aids	40,794	40,794	-	-	40,794
Total Expenditures	\$ 40,794	\$ 40,794	\$ -	\$ -	\$ 40,794
Total Revenues Less Expenditures	\$ -	\$ -	\$ 40,794	\$ -	\$ 40,794

Purpose of Program:

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

Additional Information:

Funds left at the end of the year revert to fund balance.

KIDS HOPE ALLIANCE

Kids Hope Alliance Trust Fund - Sec. 111.850 Part A

January 31, 2019

	Current Budget	Actual Year to Date	Encumbered Year to Date	Remaining Budget
<u>REVENUES:</u>				
Investment Earnings	\$ 28,774	\$ 28,774	\$ -	-
Contribution from Private Sources	696,460	696,460	-	-
Interfund Transfer In	522,868	297,868	-	(225,000)
NC-Transfers	151,935	151,935	-	-
Total Revenues	\$ 1,400,037	\$ 1,175,037	\$ -	\$ (225,000)
<u>EXPENDITURES:</u>				
Personnel Services	8	8	-	-
Operating Expenses	41	41	-	-
Trust Fund Authority	957,369	819,081	-	138,288
Grants and Aids	364,550	40,133	293,811	30,606
Interfund Transfer Out	75,000	75,000	-	-
Indirect Costs	6,060	6,060	-	-
Total Expenditures	\$ 1,403,028	\$ 940,323	\$ 293,811	\$ 168,894
Total Revenues Less Expenditures	\$ (2,991)	\$ 234,714	\$ (293,811)	\$ (56,106)

Purpose of Program:

Grants up to \$5,000. This fund includes the special appropriation of \$10,000 awarded to address youth violence in the community.

Additional information:

KIDS HOPE ALLIANCE
Jax Kids Book Club Trust Fund
January 31, 2019

	Current Budget	Actual Year to Date	Encumbered Year to Date	Remaining Budget
<u>REVENUES:</u>				
Contributions from Private Sources	\$ 176,413	\$ 176,413	\$ -	\$ -
Total Revenues	\$ 176,413	\$ 176,413	\$ -	\$ -
<u>EXPENDITURES:</u>				
Operating Expenses	174,413	144,346	-	30,067
Food	1,000	680	-	320
Internal Service Charges	1,000	-	-	1,000
Total Expenditures	\$ 176,413	\$ 145,026	\$ -	\$ 31,387
Total Revenues Less Expenditures	\$ -	\$ 31,387	\$ -	\$ 31,387

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



**Revised Council Approved
Budget
FY2018-19
(after passing Ordinance 2019-23)**

Kids Hope Alliance
Comprehensive Budget - Schedule M (Revised)
Fiscal Year 2018 - 2019

ESTIMATED REVENUE FROM GRANTS	Grant Period	Positions & PT Hours	Federal	State	Private Sources	Total External Funds	COJ Funds* (Local Match)	Total Funds
State of FL. Dept. of Health - USDA Child and Adult Care Food Program - After School Food Program	10/01/18 09/30/19	5 FT Staff / 1,040 PT Hrs	\$3,300,000	\$0	\$0	\$3,300,000	\$0	\$3,300,000
State of FL Dept. of Agriculture & Consumer Services - USDA Summer Food Service Program (Sum. 2019)	05/01/19 08/31/19	22,000 PT Hrs	\$1,300,000	\$0	\$0	\$1,300,000	\$0	\$1,300,000
State of FL Dept. of Agriculture & Consumer Services - Summer Food Service Program Estimated Carryover from FY18 (same grant as above)	05/01/19 08/31/19	N/A	\$150,000	\$0	\$0	\$150,000	\$0	\$150,000
Healthy Families - The Ounce of Prevention FL	07/01/19 06/30/20	4 FT Staff / 1,140 PT Hrs	\$410,200	\$684,300	\$0	\$1,094,500	\$1,040,500	\$2,135,000
FL Department of Education - 21st Century Community Learning Center Grant	08/01/19 07/31/20	2 FT Staff 35,000 PT Hrs.	\$0	\$350,000	\$0	\$350,000	\$157,718	\$507,718
Department of Health & Human Services - SAMHSA - High Fidelity Wraparound Grant	09/29/18 09/28/19	2 FT Staff	\$1,000,000	\$0	\$0	\$1,000,000	\$146,000	\$1,146,000
Department of Health & Human Services - SAMHSA - High Fidelity Wraparound - Estimated Carryover from YR3 to YR4 (same grant as above)	09/29/18 09/28/19	N/A	\$750,000	\$0	\$0	\$750,000	\$0	\$750,000
Criminal Justice Reinvestment Grant	11/01/18 10/31/19	1 FT Staff	\$0	\$400,000	\$0	\$400,000	\$60,000	\$460,000
NEW; FL Department of Education - 21st Century Grant	10/01/18 07/31/19	2 FT Staff 35,000 PT Hrs.	\$0	\$700,000	\$0	\$700,000	\$0	\$700,000
FL Department of Education - 21st Century Grant (same as above)	08/01/19 07/31/20	2 FT Staff 35,000 PT Hrs.	\$0	\$700,000	\$0	\$700,000	\$0	\$700,000
NEW; U. S. Department of Juvenile Justice - Opioid Affected Youth Initiative Grant	10/01/18 09/30/19	.5 FT Staff	\$233,830	\$0	\$0	\$233,830	\$0	\$233,830
NEW; U.S. Department of Justice - Stop School Violence Prevention & Mental Health Training Program	10/01/18 09/30/19	1 FT Staff	\$160,000	\$0	\$0	\$160,000	\$0	\$160,000
NEW; Beaches Community Fund at the Community Foundation Grant	10/01/18 03/31/19	N/A	\$0	\$0	\$50,500	\$50,500	\$0	\$50,500
TOTAL ESTIMATED GRANT REVENUE			\$7,304,030	\$2,834,300	\$50,500	\$10,188,830	\$1,404,218	\$11,593,048

Essential Service Plans:

Early Learning Programs	\$3,847,194
Juvenile Justice Prevention/Intervention Programs	\$1,277,542
Out of School Time Programs	\$15,869,376
Preteen and Teen Programs	\$2,157,779
Special Needs Programs	<u>\$5,400,872</u>
Subtotal Program Funding (08201):	\$28,552,763 **
Stop the Violence Program (S/F 646)	\$315,866 ***
Grief Counseling	<u>\$21,366</u>
Total Program Funding (08201):	\$28,889,995
Burial Costs	\$21,366
Mayor's Summer Youth Employment Partnership Program	\$467,440
Juvenile Justice Portal Tracking	\$50,000
Preteen & Teen	<u>\$60,000</u>
Total Program Funding:	\$29,488,801
Operating Funds	\$5,692,763
Youth Travel Trust Fund	<u>\$40,794</u>
Total City Funding:	\$35,222,358 ****
Grant Funding from Above:	\$10,188,830
Total Funding Including Grants:	<u>\$45,411,188</u>

* These funds are included in the Essential Service Plan breakdown below the chart.

** Ties to the Total Essential Service Program Funding on Pages 2 and 3.

*** "Stop the Violence" funding of \$300,000 is placed in the KHA Trust Sec 111.850 Part A (SF 646). Provisions of Section 111.850 Part A are being waived so that the funding can be used on mini grants up to \$10,000 to organizations for "Stop the Violence". Ord. 2018-843 appropriated an additional \$15,866.13 from the KHA Trust Fund fund balance for mini grants up to \$5,000 for "Stop the Violence".

**** Additional funding of \$2,497,944 was appropriated by Ord. 2019-23-E.

**Kids Hope Alliance
Comprehensive Budget - Schedule M (Revised)
Fiscal Year 2018 - 2019**

**ICHA Additional Six Month Extension
Option***

	Period	Amount	Period	Amount	Total Amount
Early Learning Programs:					
Early Learning Coalition - Enhanced Childcare	10/01/18 - 03/31/19	229,750	04/01/19 - 09/30/19	229,750	459,500
Early Learning Coalition - Childcare Executive Partnership	10/01/18 - 03/31/19	312,500	04/01/19 - 09/30/19	312,500	625,000
Grant Match: Healthy Families Jacksonville	07/01/18 - 06/30/19	1,040,500			1,040,500
Episcopal Children's Services - Coach Jax RFP Renewal	10/01/18 - 03/31/19	836,097	04/01/19 - 09/30/19	836,097	1,672,194
Ordinance 2019-023 - Early Learning Coalition					
	09/01/19 - 09/30/19	50,000			50,000
Total Early Learning Programs		\$ 2,468,847		\$ 1,378,347	\$ 3,847,194

Juvenile Justice Prevention & Intervention Programs:

Twin Oaks Juvenile Development, Inc. - Aftercare Program	10/01/18 - 03/31/19	20,587	04/01/19 - 09/30/19	20,587	41,174
Daniel Memorial - Juvenile Intervention RFP Renewal	10/01/18 - 03/31/19	145,800	04/01/19 - 09/30/19	145,800	291,600
PACE Center for Girls, Inc. - Drop Out Prevention & Support Services	10/01/18 - 03/31/19	90,000	04/01/19 - 09/30/19	90,000	180,000
St. Paul's Missionary Baptist Church - Evening Reporting Center	10/01/18 - 03/31/19	71,621	04/01/19 - 09/30/19	71,621	143,242
Grant Match: Dept. of Children & Families - Criminal Justice Reinvestment	11/01/18 - 10/31/19	60,000			60,000
University of Florida Turning Point - Rethinking Violence	10/01/18 - 03/31/19	15,500	04/01/19 - 09/30/19	15,500	31,000
Available for RFP	10/01/18 - 03/31/19	15,917			15,917
Ordinance 2019-023 - Violence Prevention Academy - I'm A Star Foundation					
	09/01/19 - 09/30/19	100,000			100,000
Ordinance 2019-023 - Violence Prevention Academy - Florida State College					
	09/01/19 - 09/30/19	250,000			250,000
Ordinance 2019-023 - RFP Diversionary Programs					
	09/01/19 - 09/30/19	164,609			164,609
Total Juvenile Prevention & Intervention Programs		\$ 934,034		\$ 343,508	\$ 1,277,542

Out-of-School Time Programs:

After-school Programs - Ordinance 2018-305-E					
	10/01/18 - 06/30/19	8,727,229			8,727,229
After-school Programs - Ordinance 2018-842-E					
	10/01/18 - 06/30/19	64,000			64,000
After-school Program RFP (7/1/19-9/30/19)					
	07/01/19 - 09/30/19	2,950,429			2,950,429
Summer Learning Programs RFP					
	05/01/19 - 08/15/19	3,750,000			3,750,000
Grant Match: Dept. of Educ. - 21st Century Community Learning Center Grant					
	08/01/19 - 07/31/20	157,718			157,718
Ordinance 2019-023 - RFP STEAM Academy					
	09/01/19 - 09/30/19	100,000			100,000
Ordinance 2019-023 - RFP Sports & Character Development Institute					
	09/01/19 - 09/30/19	120,000			120,000
Total Out-of-School Time Programs		\$ 15,869,376		\$ -	\$ 15,869,376

Preteens and Teen Programs:

Boys & Girls Clubs of Northeast Florida, Inc. - Extended Hours for Teens					
	10/01/18 - 09/30/19	10,000	04/01/19 - 09/30/19	10,000	20,000
Boys and Girls Club of Northeast Florida - Bridger Connection 1					
	10/01/18 - 09/30/19	125,000	04/01/19 - 09/30/19	125,000	250,000
Big Brothers Big Sisters of NE FL - BBS in Communities & Schools RFP Renewal					
	10/01/18 - 09/30/19	147,024	04/01/19 - 09/30/19	147,024	294,048
Don't Miss a Beat, Inc. - Teens					
	10/01/18 - 09/30/19	44,670	04/01/19 - 09/30/19	44,670	89,340
Fresh Ministries, Inc. - Fresh Futures					
	10/01/18 - 09/30/19	38,014	04/01/19 - 09/30/19	38,014	76,027
Girl Scouts of Gateway Council, Inc. - Get Real Mentoring					
	10/01/18 - 09/30/19	39,909	04/01/19 - 09/30/19	39,909	79,818
Groundwork Jacksonville, Inc. - Green Team					
	10/01/18 - 09/30/19	45,085	04/01/19 - 09/30/19	45,085	90,170
Jacksonville Zoological Society, Inc. - Zoo Teens					
	10/01/18 - 09/30/19	57,740	04/01/19 - 09/30/19	57,740	115,480
Police Athletic League of Jacksonville, Inc. - Teen Leadership Program.					
	10/01/18 - 03/31/19	17,110	04/01/19 - 09/30/19	17,110	34,220
Weyman Community Development Corp. - Hoops for Hope					
	10/01/18 - 03/31/19	33,334	04/01/19 - 09/30/19	33,334	66,667
YMCA of Florida - Youth in Government					
	10/01/18 - 09/30/19	30,293	04/01/19 - 09/30/19	30,293	60,585
I'm a Star Foundation, Inc. - Creating STARS Program					
	10/01/18 - 03/31/19	88,463	04/01/19 - 09/30/19	88,463	176,926
Boys & Girls Clubs of Northeast Florida, Inc. - Tipping the Scale					
	10/01/18 - 09/30/19	30,172	04/01/19 - 09/30/19	30,172	60,344

**Kids Hope Alliance
Comprehensive Budget - Schedule M (Revised)
Fiscal Year 2018 - 2019**

**KHA Additional Six Month Extension
Option***

	Period	Amount	Period	Amount	Total Amount
Family Support Services - Mentors Matter	10/01/18 - 03/31/19	26,094	04/01/19 - 09/30/19	26,094	52,187
Goodwill Industries of North Florida - Take Stock in Children	10/01/18 - 03/31/19	50,000	04/01/19 - 09/30/19	50,000	100,000
Opportunity Development - Ready to Achieve	10/01/18 - 03/31/19	13,873	04/01/19 - 09/30/19	13,873	27,745
Available for RFP	10/01/18 - 09/30/19	44,222			44,222
Ordinance 2019-023 - Teen Literacy Workforce Initiative - READ USA, Inc.	03/01/19 - 09/30/19	60,000			60,000
Ordinance 2019-023 - Athletic & Leadership League - Police Athletic League	03/01/19 - 09/30/19	20,000			20,000
Ordinance 2019-023 - Athletic & Leadership League - Young Mens Christian Assoc.	03/01/19 - 09/30/19	50,000			50,000
Ordinance 2019-023 - Athletic & Leadership League - Boys & Girls Club of NE FL	03/01/19 - 09/30/19	30,000			30,000
Ordinance 2019-023 - Young Men's Success Summit - 100 Black Men of Jacksonville	03/01/19 - 09/30/19	100,000			100,000
Ordinance 2019-023 - RFP College Success & Access Academy	03/01/19 - 09/30/19	100,000			100,000
Ordinance 2019-023 - Workforce Training Pilot - West Jacksonville Restoration Center, Inc.	03/01/19 - 09/30/19	130,000			130,000
Ordinance 2019-023 - TEDx - Intellectuals Explorers, Inc.	03/01/19 - 09/30/19	30,000			30,000
Total Preteen and Teen Programs		\$ 1,361,001		\$ 796,779	\$ 2,157,779

Special Needs Programs:

Full Service Schools - Ordinance 2018-305-E	10/01/18 - 06/30/19	1,277,250			1,277,250
Full Service Schools - Existing Funds					
Jewish Family Services	07/01/19 - 09/30/19	50,000			50,000
Children's Home Society	07/01/19 - 09/30/19	107,000			107,000
Child Guidance Center	07/01/19 - 09/30/19	118,750			118,750
Daniel	07/01/19 - 09/30/19	150,000			150,000
Full Service Schools - Enhancement Funds:					
Jewish Family Services	10/01/18 - 09/30/19	242,857			242,857
Children's Home Society	10/01/18 - 09/30/19	485,714			485,714
Child Guidance Center	10/01/18 - 09/30/19	182,143			182,143
Daniel	10/01/18 - 09/30/19	789,286			789,286
Early Learning Coalition - Social Emotional Screening	10/01/18 - 03/31/19	92,612	04/01/19 - 09/30/19	92,612	185,224
Child Guidance Center - Outpatient Mental Health Therapy	10/01/18 - 03/31/19	89,803	04/01/19 - 09/30/19	89,803	179,606
Daniel Memorial - Project Prepare	10/01/18 - 03/31/19	30,000	04/01/19 - 09/30/19	30,000	60,000
DLC Nurse and Learn, Inc. - Extended Care	10/01/18 - 03/31/19	152,294	04/01/19 - 09/30/19	152,294	304,588
Hope Haven Children's Clinic and Family Center - BASICS	10/01/18 - 09/30/19	60,000	04/01/19 - 09/30/19	60,000	120,000
New Heights of Northeast Florida, Inc. - Respite Care/Children's Services	10/01/18 - 09/30/19	42,149	04/01/19 - 09/30/19	42,149	84,298
Northwest Behavioral Health Services - Outpatient Mental Health Therapy	10/01/18 - 03/31/19	48,747	04/01/19 - 09/30/19	48,747	97,494
U.M. Subbaacher Center - Developmental Services for Homeless Children	10/01/18 - 03/31/19	22,180	04/01/19 - 09/30/19	22,180	44,360
Youth Crisis Center, Inc. - Family Connection	10/01/18 - 03/31/19	45,250	04/01/19 - 09/30/19	45,250	90,500
Grant Match: Dept. of Health & Human Services - SAMHSA Wrap Around Grant	10/01/18 - 09/30/19	146,000			146,000
Available for RFP	10/01/18 - 09/30/19	35,802			35,802
Ordinance 2019-023 - RFP Trauma Informed Training	03/01/19 - 09/30/19	50,000			50,000
Ordinance 2019-023 - RFP Youth & Family Empowerment Centers	03/01/19 - 09/30/19	600,000			600,000
Total Special Needs Programs		\$ 4,817,837		\$ 583,085	\$ 5,400,922
Total Essential Service Program Funding		\$ 25,451,095		\$ 3,101,669	\$ 28,552,763

*If not extended by the KHA Board, these funds will be available for RFP within this Essential Service Category



BOARD ACTION ITEM

FY 19: CONTINUATION PROGRAM FUNDING FOR SUMMER LEARNING PROGRAMS FY19

FINANCE MEETING DATE: 3/13/2019

BOARD OF DIRECTORS MEETING: 3/20/2019

TO: KIDS HOPE ALLIANCE BOARD OF DIRECTORS
FROM: JOE PEPPERS, CHIEF EXECUTIVE OFFICER

REQUESTED ACTION:

The Board is asked to authorize:

- 1) The funding at the site locations for summer learning programming as outlined in Exhibit 1 in the amount of \$3,750,000.
- 2) Approve issuing an advance payment of up to 50% per the terms of RPF(s) ESC-0410-17, ESC-0422-17, ESC-0436-17, ESC-0465-17 and ESC-0466-17 as applicable.
- 3) Authorize the CEO to execute the contracts and amendments as necessary.

NARRATIVE:

This is the second of two renewal options under the aforementioned RFPs.

Section 1.3 Term of Agreement of the RFP states the initial terms of the agreement are as follows:

Summer: June 1, 2017-August 31, 2017

Buyers will have the option to renew such agreement contingent upon but not limited to availability of funding, history of performance outcome achievement, past programmatic performance, agency viability, and successful negotiation of programmatic and budgetary items as follows:

Summer 1st Renewal: May 1, 2018-August 31, 2018

Summer 2nd Renewal: May 1, 2019 – August 31, 2019

The option to renew shall be at the sole and complete discretion of the [Kids Hope Alliance], and subsequent renewal periods may be subject to renegotiated performance measures, deliverables, and contractual terms.

FISCAL IMPACT:

See Exhibit 1

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.

FY 2019 SUMMER LEARNING RECOMMENDATIONS

BID	Agency Name	Site Name	Site Address	City	State	Zip	Number of Days	FY 19 RECOMMENDED SEASONS	FY 19 COST/ YOUTH	FY 19 FUNDING
ESC-0465-17	Abyssinia Missionary Baptist Church	Camp Abyssina	10325 Interstate Center Drive	Jacksonville	FL	32218	34	40	\$ 489	\$ 19,560.00
EXEMPTION	America's Little Leaders	America's Little Leaders	1527 Gandy St	Jacksonville	FL	32208	24	60	\$ 500	\$ 30,000.00
ESC-0465-17	Boys and Girls Club of Northeast Florida	Annie Morgan Elementary	964 St. Clair Street	Jacksonville	FL	32254	29	60	\$ 600	\$ 36,000.00
ESC-0466-17	Boys and Girls Club of Northeast Florida	Arlington Community Academy (Summer SAIL)	5900 Fort Caroline Rd	Jacksonville	FL	32277	34	120	\$ 794	\$ 95,280.00
ESC-0436-17	Boys and Girls Club of Northeast Florida	Arlington Elementary (Summer SAIL)	1201 University Blvd N.	Jacksonville	FL	32211	34	120	\$ 786	\$ 94,320.00
ESC-0465-17	Boys and Girls Club of Northeast Florida	Arlington Heights Elementary	1520 Sprinkle Drive	Jacksonville	FL	32211	29	80	\$ 600	\$ 48,000.00
ESC-0465-17	Boys and Girls Club of Northeast Florida	FL Caroline Middle	3787 University Club Blvd	Jacksonville	FL	32277	29	40	\$ 600	\$ 24,000.00
ESC-0465-17	Boys and Girls Club of Northeast Florida	Beaches Club	820 20th Ave	Jacksonville	FL	32250	29	60	\$ 600	\$ 36,000.00
ESC-0465-17	Boys and Girls Club of Northeast Florida	Eugene Butler Middle	900 Acorn Street	Jacksonville	FL	32209	29	60	\$ 600	\$ 36,000.00
ESC-0465-17	Boys and Girls Club of Northeast Florida	Fort Caroline Elementary	3925 Athore Drive	Jacksonville	FL	32277	29	80	\$ 600	\$ 48,000.00
ESC-0466-17	Boys and Girls Club of Northeast Florida	Hyde Grove Elementary (Summer SAIL)	2056 Lane Ave S	Jacksonville	FL	32210	34	80	\$ 770	\$ 61,600.00
ESC-0465-17	Boys and Girls Club of Northeast Florida	John Love Elementary	1531 Winthrop St	Jacksonville	FL	32206	29	40	\$ 600	\$ 24,000.00
ESC-0465-17	Boys and Girls Club of Northeast Florida	Martin Luther King Elementary	8801 Lake Placid Drive	Jacksonville	FL	32208	29	120	\$ 600	\$ 72,000.00
ESC-0465-17	Boys and Girls Club of Northeast Florida	NFL Youth Education Town Center	555 W 25th Street	Jacksonville	FL	32206	29	80	\$ 600	\$ 48,000.00
ESC-0465-17	Boys and Girls Club of Northeast Florida	North Shore Elementary	5701 Silver Plaza	Jacksonville	FL	32208	29	100	\$ 600	\$ 60,000.00
ESC-0466-17	Boys and Girls Club of Northeast Florida	Southwinds Villas (Summer SAIL)	8711 Newton Road	Jacksonville	FL	32216	34	60	\$ 800	\$ 48,000.00
ESC-0465-17	Boys and Girls Club of Northeast Florida	SP Livingston Elementary	1128 Barber Street	Jacksonville	FL	32209	29	60	\$ 600	\$ 36,000.00
ESC-0466-17	Boys and Girls Club of Northeast Florida	St. Clair Elementary (Summer SAIL)	5443 Moncrief Road	Jacksonville	FL	32209	34	80	\$ 850	\$ 68,000.00
ESC-0465-17	Boys and Girls Club of Northeast Florida	Susie E. Tolbert Elementary	1925 W. 13th Street	Jacksonville	FL	32209	29	60	\$ 600	\$ 36,000.00
ESC-0465-17	Boys and Girls Club of Northeast Florida	The Bridge Boys and Girls Club	1824 North Pearl Street	Jacksonville	FL	32206	29	200	\$ 600	\$ 120,000.00
ESC-0465-17	Boys and Girls Club of Northeast Florida	Victory Point Club	6750 Ramona Blvd	Jacksonville	FL	32205	29	80	\$ 600	\$ 48,000.00
ESC-0465-17	Boys and Girls Club of Northeast Florida	Woodland Acres Club	191 Pecan Street	Jacksonville	FL	32211	29	60	\$ 600	\$ 36,000.00
ESC-0465-17	Carver- Lincoln Association	Carville Community Center - Summer	1302 Carvill Ave	Jacksonville	FL	32208	29	60	\$ 600	\$ 36,000.00
ADMIN AWARD	COJ Parks and Rec Department	Balis Community Center	1513 LaSalle Street	Jacksonville	FL	32207	29	20	\$ 225	\$ 4,500.00
ADMIN AWARD	COJ Parks and Rec Department	Beachwood	11758 Marina Drive	Jacksonville	FL	32246	29	20	\$ 225	\$ 4,500.00
ADMIN AWARD	COJ Parks and Rec Department	Cecil Recreational Center	13611 Normandy Blvd	Jacksonville	FL	32221	29	20	\$ 225	\$ 4,500.00
ADMIN AWARD	COJ Parks and Rec Department	Cuba Hunter Community Center	3620 Bedford Rd	Jacksonville	FL	32207	29	20	\$ 225	\$ 4,500.00
ADMIN AWARD	COJ Parks and Rec Department	Emmett Reed Community Center	1093 W Sixth Street	Jacksonville	FL	32209	29	20	\$ 225	\$ 4,500.00
ADMIN AWARD	COJ Parks and Rec Department	H-T Jones Community Center	3856 Grant Rd	Jacksonville	FL	32207	29	20	\$ 225	\$ 4,500.00
ADMIN AWARD	COJ Parks and Rec Department	Julian Barrs Community Center	10151 Crystal Springs Rd	Jacksonville	FL	32221	29	20	\$ 225	\$ 4,500.00
ADMIN AWARD	COJ Parks and Rec Department	Legends Community Center	5130 Soulel Drive	Jacksonville	FL	32208	29	30	\$ 225	\$ 6,750.00
ADMIN AWARD	COJ Parks and Rec Department	Mary Lena Gibbs Community	6974 Wilson Blvd	Jacksonville	FL	32210	29	20	\$ 225	\$ 4,500.00
ADMIN AWARD	COJ Parks and Rec Department	Normandy Community Center	1751 Lindsey Rd	Jacksonville	FL	32221	29	20	\$ 225	\$ 4,500.00
ADMIN AWARD	COJ Parks and Rec Department	Oceanway Community Center	12215 Sage Ave	Jacksonville	FL	32218	29	20	\$ 225	\$ 4,500.00
ADMIN AWARD	COJ Parks and Rec Department	RF Kennedy Center	1133 Ionia Street	Jacksonville	FL	32206	29	20	\$ 225	\$ 4,500.00

ADMIN AWARD	CO) Parks and Rec Department	Simonds-Johnson Community Center	3730 Montcrief Rd	Jacksonville	FL	32209	29	20	\$	225	\$	4,500.00
ADMIN AWARD	CO) Parks and Rec Department	Windy Hill Community Center	10540 Anders Blvd	Jacksonville	FL	32246	29	20	\$	225	\$	4,500.00
EXEMPTION	Communities In Schools of Jacksonville, Inc.	Alfred I. DuPont Middle School	2710 duPont Ave	Jacksonville	FL	32207	24	60	\$	500	\$	30,000.00
ESC-0465-17	Communities In Schools of Jacksonville, Inc.	Arlington Middle School	8141 Lone Star Rd	Jacksonville	FL	32211	24	60	\$	500	\$	30,000.00
ESC-0465-17	Communities In Schools of Jacksonville, Inc.	Carter G. Woodson Elementary	2334 Butler Ave	Jacksonville	FL	32209	24	60	\$	500	\$	30,000.00
ESC-0465-17	Communities In Schools of Jacksonville, Inc.	George Washington Carver Elementary	2854 W 45th St.	Jacksonville	FL	32209	24	60	\$	500	\$	30,000.00
ESC-0465-17	Communities In Schools of Jacksonville, Inc.	JEB Stuart Middle School	4815 Wescorrett Blvd	Jacksonville	FL	32244	24	60	\$	500	\$	30,000.00
ESC-0465-17	Communities In Schools of Jacksonville, Inc.	Jefferson Davis Middle School	7050 Melvin Road	Jacksonville	FL	32210	24	60	\$	500	\$	30,000.00
ESC-0465-17	Communities In Schools of Jacksonville, Inc.	Joseph Stillwell Middle School	2519 Bayview Road	Jacksonville	FL	32221	24	60	\$	500	\$	30,000.00
ESC-0465-17	Communities In Schools of Jacksonville, Inc.	Lake Forest Elementary School	1424 Franklin Street	Jacksonville	FL	32208	24	60	\$	500	\$	30,000.00
ESC-0465-17	Communities In Schools of Jacksonville, Inc.	Lake Shore Middle School	2519 Bayview Road	Jacksonville	FL	32210	24	60	\$	500	\$	30,000.00
ESC-0465-17	Communities In Schools of Jacksonville, Inc.	Ribault Middle School	3610 Ribault Scenic Dr	Jacksonville	FL	32208	24	60	\$	500	\$	30,000.00
ESC-0465-17	Communities In Schools of Jacksonville, Inc.	Long Branch Elementary School	6305 Old Kings Road N	Jacksonville	FL	32206	24	60	\$	500	\$	30,000.00
ESC-0465-17	Communities In Schools of Jacksonville, Inc.	Mayport Middle School	2600 Mayport Rd	Jacksonville	FL	32233	24	60	\$	500	\$	30,000.00
ESC-0436-17	Communities In Schools of Jacksonville, Inc.	Normandy Village Elementary (Summer SAIL)	6084 Morse Ave	Jacksonville	FL	32210	34	100	\$	850	\$	85,000.00
ESC-0465-17	Communities In Schools of Jacksonville, Inc.	Northwestern Middle School	2100 W. 45th Street	Jacksonville	FL	32209	24	140	\$	500	\$	70,000.00
ESC-0465-17	Communities In Schools of Jacksonville, Inc.	Pickett Elementary School	6305 Old Kings Road N	Jacksonville	FL	32254	24	60	\$	500	\$	30,000.00
ESC-0465-17	Communities In Schools of Jacksonville, Inc.	Pinedale Elementary	1000 dePaul Drive	Jacksonville	FL	32254	24	60	\$	500	\$	30,000.00
ESC-0465-17	Communities In Schools of Jacksonville, Inc.	S.A. Hull Elementary School	7528 Hull Street	Jacksonville	FL	32219	24	80	\$	500	\$	40,000.00
ESC-0465-17	Communities In Schools of Jacksonville, Inc.	Sadie Tillis Elementary School	6084 Morse Ave	Jacksonville	FL	32244	24	60	\$	500	\$	30,000.00
ESC-0465-17	Communities In Schools of Jacksonville, Inc.	West Jacksonville BTS Academy	1840 W. 9th Street	Jacksonville	FL	32209	24	40	\$	500	\$	20,000.00
ESC-0465-17	Communities In Schools of Jacksonville, Inc.	Woodland Acres Elementary School	328 Bowlan St, Jacksonville	Jacksonville	FL	32211	24	80	\$	500	\$	40,000.00
ESC-0465-17	Cornerstone of Jacksonville	Cornerstone of Jacksonville	9039 Beach Blvd	Jacksonville	FL	32216	29	120	\$	600	\$	72,000.00
ESC-0465-17	Dayspring	Dayspring	5654 Dunn Avenue	Jacksonville	FL	32218	24	100	\$	490	\$	49,000.00
ESC-0465-17	Don't Miss a Beat	Don't Miss a Beat - Edith Ford	2839 West Beaver Street	Jacksonville	FL	32254	29	80	\$	542	\$	43,360.00
EXEMPTION	Edward Waters College	EWC FIRE Program	1658 Kings Road	Jacksonville	FL	32209	24	60	\$	500	\$	30,000.00
ESC-0410-17	Gingerbread House	Gingerbread House Learning Center	6005 Chester Avenue	Jacksonville	FL	32217	29	40	\$	599	\$	23,960.00
ESC-0410-17	Gingerbread House	Gingerbread House Learning Center 2	2004 Hyde Park Road	Jacksonville	FL	32210	29	40	\$	599	\$	23,960.00
ESC-0410-17	Girls, Inc.	Parkwood Heights Elementary	1709 Landsdowne Drive	Jacksonville	FL	32211	29	60	\$	600	\$	36,000.00
ESC-0466-17	Great Expectations Educational Resources and Supports (GIEERS)	Sal Tech Charter High School (site change) Kings Rd Church previously (Summer SAIL)	2121 Kings Road	Jacksonville	FL	32209	34	120	\$	829	\$	99,480.00
ESC-0465-17	Household of Faith	Household of Faith	925 W. Edgewood Ave	Jacksonville	FL	32209	29	100	\$	600	\$	60,000.00
ESC-0410-17	Jacksonville Arts and Music School	JAMS	3315 N. Liberty Street	Jacksonville	FL	32206	24	40	\$	500	\$	20,000.00
ESC-0465-17	Jacksonville Science Festival	The Foundation Academy	3675 San Pablo Rd S	Jacksonville	FL	32224	24	80	\$	600	\$	48,000.00
ESC-0410-17	Joshua Christian Academy	Camp Joshua	924 St Claire Street	Jacksonville	FL	32254	29	160	\$	600	\$	96,000.00
EXEMPTION	Livingway Kingdom K.A.R.E.	Livingway Kingdom K.A.R.E.	6415 N. Pearl Street	Jacksonville	FL	32208	24	40	\$	500	\$	20,000.00
ESC-0410-17	Mait'Val Washington Kids Foundation	InT Camp Dynamite	1096 West 6th Street	Jacksonville	FL	32209	29	140	\$	600	\$	84,000.00
ESC-0410-17	Masters of Education (dba Oxford Prep Academy)	Oxford Prep Academy (Virtual Charter Holdings)*	1051 Arlington Road N	Jacksonville	FL	32211	29	140	\$	565	\$	79,100.00
ESC-0465-17	North Florida Educational Institute	NFEI Lower School (Westside)	6803 Argues Road	Jacksonville	FL	32205	24	60	\$	498	\$	29,880.00

ESC-0465-17	Northside Church of Christ	Northside Church of Christ	4376 Avenue B	Jacksonville	FL	32209	24	60	\$	500	\$	30,000.00
ESC-0410-17	Police Athletic League of Jacksonville	JaxPal Eastside	1050 Franklin Street	Jacksonville	FL	32206	29	40	\$	600	\$	24,000.00
ESC-0410-17	Police Athletic League of Jacksonville	JaxPal Monument	3450 Monument Road	Jacksonville	FL	32225	29	80	\$	600	\$	48,000.00
ESC-0410-17	Police Athletic League of Jacksonville	JaxPal Northside	2165 West 33rd Street	Jacksonville	FL	32209	29	80	\$	600	\$	48,000.00
ESC-0410-17	Police Athletic League of Jacksonville	JaxPal Westside	441 Day Avenue	Jacksonville	FL	32254	29	40	\$	600	\$	24,000.00
ESC-0410-17	Sanctuary of Northeast Florida	Sanctuary on 8th Street	120 Eighth Street E	Jacksonville	FL	32206	29	60	\$	600	\$	36,000.00
ESC-0465-17	The Carpenter Shop Center	The Carpenter Shop Center	1601 University Blvd N	Jacksonville	FL	32211	29	120	\$	500	\$	60,000.00
ESC-0466-17	The Potter's House Christian Academy	The Potter's House Christian Academy (Summer SAIL)	5732 Normandy Blvd	Jacksonville	FL	32205	34	80	\$	816	\$	65,280.00
EXEMPTION	Tristian's Acceleration Academy	Pearls of Wisdom Learning Lapse Prevention and Intervention @ RL Brown Elementary	1535 Milnor St.	Jacksonville	FL	32206	24	40	\$	500	\$	20,000.00
ESC-0465-17	Uturns, Inc., dba Teen Leaders of America	Edward Waters College (Adam Jenkins Gym)	1859 Kings Road	Jacksonville	FL	32209	29	40	\$	500	\$	20,000.00
ESC-0410-17	Vision for Excellence	McGirts Creek Community Center	8535 118th Street	Jacksonville	FL	32244	29	60	\$	600	\$	36,000.00
ESC-0465-17	Wayman Community Development Corporation	Biltmore Elementary	2101 Palm Avenue	Jacksonville	FL	32254	29	60	\$	600	\$	36,000.00
ESC-0465-17	Wayman Community Development Corporation	Garden City Elementary	2814 Dunn Ave	Jacksonville	FL	32218	29	80	\$	600	\$	48,000.00
ESC-0465-17	Wayman Community Development Corporation	Highlands Elementary @ Garden City Elementary	2814 Dunn Ave	Jacksonville	FL	32218	29	60	\$	600	\$	36,000.00
ESC-0436-17	Wayman Community Development Corporation	Reynolds Lane Elementary (Summer SAIL)	840 Reynolds Lane	Jacksonville	FL	32254	34	80	\$	850	\$	68,000.00
ESC-0465-17	Wayman Community Development Corporation	Wayman Academy of the Arts	1176 LaBelle Street	Jacksonville	FL	32205	29	80	\$	600	\$	48,000.00
ESC-0466-17	Wayman Community Development Corporation	Wayman Temple Academy (Summer SAIL)	1176 LaBelle Street	Jacksonville	FL	32205	34	80	\$	831	\$	66,480.00
EXEMPTION	Word of Truth	Word of Truth - Camp Truth	3012 W. 12th Street	Jacksonville	FL	32254	24	60	\$	500	\$	30,000.00
ESC-0422-17	YMCA of Florida's First Coast	First Baptist Church of Oakland	1025 Jessie St	Jacksonville	FL	32206	34	60	\$	849	\$	50,940.00
ESC-0410-17	YMCA of Florida's First Coast	Kings Trail Elementary	7401 Old Kings Road S	Jacksonville	FL	32217	34	80	\$	596	\$	47,680.00
ESC-0436-17	YMCA of Florida's First Coast	Sallye Mathis Elementary (Summer SAIL)	3501 Winton Drive	Jacksonville	FL	32208	34	100	\$	847	\$	84,700.00
ESC-0410-17	YMCA of Florida's First Coast	Tiger Academy	6079 Begley Road	Jacksonville	FL	32209	29	80	\$	499	\$	39,920.00
ESC-0410-17	YMCA of Florida's First Coast	Rufus Payne Elementary @ William M. Raines HS	3663 Raines Ave.	Jacksonville	FL	32209	34	60	\$	599	\$	35,940.00
						TOTAL		6410				\$ 3,748,690

BOARD ACTION ITEM

REQUEST FOR PROPOSAL: GRIEF AND TRAUMA COUNSELING

FINANCE COMMITTEE: 3/13/2019

BOARD MEETING DATE: 3/20/2019

TO: KIDS HOPE ALLIANCE (KHA) BOARD OF DIRECTORS

FROM: JOSEPH PEPPERS, CEO, KIDS HOPE ALLIANCE

REQUESTED ACTION:

The Board is asked to authorize the following actions:

1. Approve the Scope of Service and Evaluation Matrix for a new Request for Proposals for Grief and Trauma Therapy Services.

NARRATIVE:

Services delivered under this contract will provide mental and behavioral health intervention services for children and families that experience stress as a result of a traumatic incident. These services will include immediate, short-term crisis stabilization, grief counseling and trauma support for both the children and families directly impacted by the incident and also any who may have experienced secondary trauma as a result.

FISCAL IMPACT:

RFP amount is \$21,366

PROGRAMMATIC IMPACT:

The RFP will result in an additional contract under the Special Needs essential service category.

GOVERNANCE/PROGRAM IMPACT:

Needs Kids Hope Alliance Board Approval

OPTIONS:

1. Vote to approve recommendation.
2. Decline to approve recommendation.

STAFF RECOMMENDATION:

Staff recommends approval.

SCOPE OF SERVICES

Program: Grief and Trauma Counseling

Statement of need:

Research has shown that traumatic experiences such as witnessing community violence and death can cause adverse behavioral and mental health outcomes, especially when these events occur during childhood. In addition to grieving any victims of an incident, individuals and the community may grieve the loss of their sense of safety and their trust in those who live in the neighborhood. Children may experience depression, posttraumatic stress, anxiety, aggression, poor academic achievement, hopelessness, and risky behavior. These losses can even affect their capacity for relationships and diminish future expectations.

Source: www.samhsa.gov, COPING WITH GRIEF AFTER COMMUNITY VIOLENCE: HHS Publication No. SMA-14-4888, (2014)

Program Overview:

Services delivered under this contract will provide mental and behavioral health intervention services for children and families that experience stress as a result of a traumatic incident. These services will include immediate, short-term crisis stabilization, grief counseling and trauma support for both the children and families directly impacted by the incident and also any who may have experienced secondary trauma as a result.

KHA Essential Service Plan Goal:

Special Needs / Increase Participant, Family, and Caregiver Access to Support Systems

Essential Service Plan Goal - Performance Metrics:

- Number of children, youth, parents, and caregivers who are screened for mental and behavioral health well-being
- Number of children and youth connected to mental and behavioral health resources
- Number of children and youth connected to social service resources
- Number of families connected to mental and behavioral health resources
- Number of families connected to social service resources

Program Design Requirements:

- Develop a relationship with the community and first responders to facilitate referral contacts in the event of a traumatic incident in a community. The initial response should occur within 60 minutes of notification from first responders or designee
- Provide initial consultation and support, assess the community need for trauma response resources, and connect with identified victim/s to determine therapeutic needs and appropriate methods of delivery (i.e. individual treatment and community groups).
- Provide age appropriate therapeutic and behavioral service approaches to help reduce the effects of trauma and grief.
- Coordinate a multi-tiered support system to provide interventions that best serve the mental health needs of children, families and the community as a whole.
- Services will be solutions-based and driven by the needs and desires of the youth and family.

- Provider will participate in collaborative efforts with other partners in the community in order to appropriately meet all of the family, child and community needs.

Staff Requirements:

- Therapists should be trained in trauma based therapy and either be licensed or have appropriate supervision by a licensed mental health clinician.
- Staff should have the demonstrated capacity to serve multiple geographic areas within the City of Jacksonville.
- Staff has demonstrated experience providing trauma response services with Jacksonville communities.
- Staff will have a Level 2 Screening as a condition of employment. Provider shall repeat the Level 2 Screening at least every 5 years from the date of the initial Level 2 screening or re-screening.

Cultural Responsivity Requirements:

- Staff is diverse, culturally competent and reflects the communities that they are servicing.

Documentation Requirements:

- Client records must include program consents, demographic information, referral source, presenting problem, financial eligibility (Medicaid, private insurance, none) and the name of the individual with primary responsibility for treatment, screening and assessment information, service plan, progress notes, medication profile, release of confidential information, summary discharge reports, treatment plans, parent and teacher contact, and outcome measures.

Reporting/Data Requirements:

The following data points will be required for submittal on a monthly basis:

1. Number of incidents
 2. Number of children served
 3. Number of families served
 4. Number of contacts with primary trauma victims
 5. Number of contacts with secondary trauma
 6. Number of primary trauma victims who accepted short-term, crisis stabilization services
 7. Number of community support groups provided
 8. Number of referrals made based on the assessment of need
- Contractor must input and maintain all required client related data in the designated data system assigned to Contractor by the Kids Hope Alliance (KHA). Required client data will be defined by KHA with the necessary data input fields and structures provided as part of the assigned data system and or supporting processes. Data input will be performed directly into the assigned data system for each client and only by Contractor's authorized data system user.
 - Parental Consent Forms for all clients must be obtained by Contractor and maintained at the program site or agency administrative office. Parental Consent Forms must give permission for KHA to access and or use participant data, caregiver data and service records of the participant in the designated data system or its generated reports.

- Authorized Data System Users will be granted system access with a unique username and password only after Contractor successfully completes the required submission of a new user request form. Under no circumstances shall the Contractor share the username and password of an authorized user with anyone that has not been formally granted system access by the appropriate KHA data system administrator(s). Using the username and password of another person is strictly prohibited. Contractor is responsible for vetting the candidates they request system access for and will be responsible for all actions within the system of persons working with the system on their behalf.
- Upon the termination of employment or volunteer service of an authorized data system user, Contractor must report to a KHA data system administrator(s) in writing and or via email requesting the former employee's or volunteer's system account be de-activated. This notification must be received no later than three business days after termination.

Protection of Participant Data

- In the course of providing the Services, Contractor may have access to child Personally Identifiable Information (PII) or Personal Health Information (PHI) that is subject to the Family Educational Rights and Privacy Act (FERPA) and/or the Health Insurance Portability and Accountability Act (HIPAA). Contractor shall not use PII or PHI for any purpose other than in the performance of the Services. Except as required by law, Contractor shall not disclose or share PH with any third party unless permitted by the terms of the Contract or to subcontractors who have agreed to maintain the confidentiality of the PII/PHI to the same extent required of Contractor under this Contract.
- Contractor shall require all employees and or volunteers who process or view PII and PHI data to complete FERPA and HIPAA training as directed by KHA to coincide with or precede their first day of access and maintain as well as provide proof of completion of that training to KHA upon request. Furthermore, Contractor will only authorize the access of data by properly trained personnel who have signed a non-disclosure statement provided by the KHA.
- If Contractor experiences a security breach concerning any student's information covered by this Contract, then Contractor will immediately notify the KHA and take immediate steps to limit and mitigate such security breach to the extent possible. Any breach of the confidentiality obligation set forth in the Contract may, at the KHA's discretion, result in cancellation of further consideration for contract award for a period determined by KHA. In addition, Contractor agrees to indemnify and hold KHA harmless for any loss, cost, damage or expense suffered by KHA, including but not limited to the cost of notification of affected persons as a direct result of the unauthorized disclosure of education records.
- Upon termination of the Contract, Contractor shall destroy all data or information that contains personal information collected and stored under the Contract. Furthermore, Contractor shall ensure that the destruction of that data or information maintains the confidentiality of the contents of such records (e.g. shredding paper records, erasing and reformatting hard drives, erasing and/or physically destroying any portable electronic devices).

Outcome Requirements

- 80% of referrals will be followed up on within 60 minutes of notification.

- 75% of victims identified by JSO will receive access to at least short-term, crisis stabilization services.

Invoice/Payments

- Invoices will be submitted monthly to the Kids Hope Alliance for reimbursement and will be based on a pay for service model. The provider will submit documentation of services provided which will detail the services provided along with the hourly rate and a total reimbursement requested amount.
- Because the contract is a crisis response, it will not be required to demonstrate that KHA is the payer of last resort for the first contact with each individual. However, following the first contact, the provider should demonstrate attempts to bill the health insurance provider for individuals before requesting payment through KHA.

Deliverables

Deliverable	Description	Frequency	Method of Reporting	Date Due
Invoice/Expense Report	Detail, for each line item, the approved budget, the expenditures against that budget for the reporting period, the expenditures year to date and the balance remaining	Monthly	SAMIS	10 th of the following month
Clients Served	Detailed reporting of the number of clients served, broken out by individual contacts and group contacts	Monthly	SAMIS	10 th of the following month
Progress Reports	Updates on progress of the program, issues that may impede program's success, requested technical assistance	Monthly	SAMIS	10 th of the following month
Activities	Narrative description of services provided during the previous month, including response times and outreach methods.	Monthly	Email to Contract Manager	10 th of the following month
End of Year Report	Summary of the year's services/analysis of outcomes	Yearly, End of the Fiscal Year	SAMIS	10 th of the month following the end of the contract term and/or fiscal year.

Kids Hope Alliance: Grief and Trauma Therapy

Request for Proposals

Evaluation Matrix

The application will be scored on the following matrix:

The evaluations will be based upon the following criteria, and organizations are requested to provide, as a minimum, the information listed under each criterion. **Failure to provide adequate information on any criterion will result in lower scores and could result in rejection of the proposal as non-responsive.** The response to each of the criterion will be evaluated relative to the other responses received and the contract will be awarded to the highest scoring, responsive, responsible bidder. Organizations are encouraged to arrange their responses in a format that will offer ready review and evaluation of each criterion.

Minimum Requirements:

The organization must meet the minimum requirements.

- Community-based 501(c)(3) non-profit organization incorporated or qualified to do business in the State of Florida.
- Signed affidavit from Contractor's insurance agent, to include a copy of the completed Certificate of Insurance.
- Employs licensed mental health clinician/s who can either provide services directly or oversee qualified interns.
- The program supports youth in Duval County in one or more Essential Service Categories:
 - Early Learning & School Readiness
 - Out of School/After-School
 - Pre-Teen/Teen
 - Special Needs
 - Juvenile Justice Prevention & Intervention

Additionally, please denote if the project responds to any/all of the following Kids Hope Alliance cross-continuum strategic goals:

- College & Career Readiness
- Literacy
- Community & Family Engagement
- Access: Focus on Providing KHA services to High Need, High Risk Areas

Criteria:

The application will be evaluated on how effectively it demonstrates the following:

Kids Hope Alliance: Grief and Trauma Therapy Request for Proposals

I. COMPETENCE/EXPERIENCE/PAST RECORD OF PERFORMANCE. Contractor must demonstrate a proven track record in providing high quality grief and trauma response services – and a willingness to work collaboratively with community partners to achieve desired goals.

- **Provide a detailed explanation of current or similar projects that the organization has managed.** The explanation must include any staffing, goals, cost, and program outcomes.
- Provide statistical data documenting performance measures achieved in current, similar programs.
- If currently receiving a contract with the City of Jacksonville or the Kids Hope Alliance, provide results of monitoring reports or other performance reports. **NOTE: The evaluation committee reserves the right to verify the response against documents contained by the City. (15 points maximum score)**

RATING	SCORE	COMMENTS
Superior: Very thorough and specific; Agency has strong therapeutic services experience. Fully explained current and similar projects the organization has managed. Provided data and performance measures. The explanation included staffing, goals, costs, and outcomes. Narrative leaves rater with no questions.	14-15	
Average: Addresses all information with a few details and specifics; leaves rater with few questions.	10-13	
Below Average: Addresses most information; lacks detail and specificity; and leaves rater with many questions.	5-9	
Poor: Does not provide all information or is unclear.	0-4	

Kids Hope Alliance: Grief and Trauma Therapy Request for Proposals

II. CURRENT WORKLOAD and STAFF CAPACITY.

- Provide the number and size of all programs currently being performed.
- Discuss your staff capacity to meet the need of multiple communities from around Jacksonville.
- Discuss past ability to deliver projects on a timely basis under similar current workload conditions.
- In addition, discuss how many problems with program implementation have been resolved in the past. **(15 points maximum score)**

RATING	SCORE	COMMENTS
<p>Superior: Very thorough and specific; Discussed in detail the number and size of programs currently being performed. Discussed past ability to deliver projects on a timely bases under similar conditions. Discussed how program implementation problems have been resolved in the past. Narrative left the rater with no questions.</p>	8-10	
<p>Average: Addresses all information with a few details and specifics; leaves rater with few questions.</p>	5-7	
<p>Below Average: Addresses most information; lacks detail and specificity; and leaves rater with many questions.</p>	3-4	
<p>Poor: Does not provide all information or is unclear.</p>	0-2	

Kids Hope Alliance: Grief and Trauma Therapy Request for Proposals

III. ACCESS TO TARGET POPULATION.

- Contractor must describe the populations currently served as well as your current ability to access communities during times of crisis.
- In addition, describe your agency’s plan for fostering outreach/access to this population. **(20 points maximum score)**

RATING	SCORE	COMMENTS
<p>Superior: Very thorough and specific; Discussed in detail the populations currently served and the ability to access populations in need. The discussed the agency’s plan for fostering outreach/access to this population. Narrative left the rater with no questions.</p>	16-20	
<p>Average: Addresses all information with a few details and specifics; leaves rater with few questions.</p>	11-15	
<p>Below Average: Addresses most information; lacks detail and specificity; and leaves rater with many questions.</p>	6-10	
<p>Poor: Does not provide all information or is unclear.</p>	0-5	

Kids Hope Alliance: Grief and Trauma Therapy Request for Proposals

IV. IMPLEMENTATION PLAN. Contractor must describe plans for implementing the program successfully. Provide an outline of a plan for complete implementation. **(15 points maximum score)**

RATING	SCORE	COMMENTS
<p>Superior: Very thorough and specific; Discussed in detail the plans for implementing the program successfully. Plan demonstrates the ability to effectively implement the services as required by the RFP. Narrative left the rater with no questions.</p>	14-15	
<p>Average: Addresses all information with a few details and specifics; leaves rater with few questions.</p>	10-13	
<p>Below Average: Addresses most information; lacks detail and specificity; and leaves rater with many questions.</p>	5-9	
<p>Poor: Does not provide all information or is unclear.</p>	0-4	

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VI. COMMUNITY COLLABORATION. Contractor must describe plans for collaborating with the community to educate others about this program and to establish agreements that benefit program participants, staff, and the larger community. **(15 points maximum score)**

RATING	SCORE	COMMENTS
<p>Superior: Very thorough and specific; Discussed in detail the plans for collaborating with the community to educate others about the program. Discussed plans for establishing agreements with community partners. Narrative left the rater with no questions.</p>	14-15	
<p>Average: Addresses all information with a few details and specifics; leaves rater with few questions.</p>	10-13	
<p>Below Average: Addresses most information; lacks detail and specificity; and leaves rater with many questions.</p>	5-9	
<p>Poor: Does not provide all information or is unclear.</p>	0-4	

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VII. BUDGET AND FINANCIAL RESPONSIBILITY.

- Describe form of business, i.e., proprietorship, partnership, corporation; years in business; changes in ownership; bank reference(s); past, present, pending and/or threatened legal proceedings within any forum; and any other information the Contractor may wish to supply to demonstrate financial responsibility. Failure to provide all listed information and documentation will result in score less than maximum for this criterion.
- Provide a budget format illustrating how the program will be fiscally administered. With each budget line item, include a narrative for how each line item will be spent.
- Include any additional documentation that demonstrates the fiscal health of the organization. Items of interest would include past tax returns, 990s, income statements, balance sheets, statements of cash flow, and most recent audited financial statements.
- Contractor must also disclose all sources of current City of Jacksonville funding as well as explain, if awarded the contract from this bid, what percentage of the Contractor's total operating budget this contract would represent. **(15 points maximum score)**

RATING	SCORE	COMMENTS
<p>Superior: Very thorough and specific; Agency submitted items and documentation to demonstrate financial responsibility. Forms may have included tax returns, IRS Form 990's, Income Statements, Statements of Cash Flow, or others.</p> <p>Agency submitted a budget for program administration, including a narrative of spending.</p> <p>Agency submitted information showing how the program will be financially administered.</p> <p>Narrative leaves rater with no questions.</p>	14-15	
<p>Average: Addresses all information with a few details and specifics; leaves rater with few questions.</p>	10-13	
<p>Below Average: Addresses most information; lacks detail and specificity; and leaves rater with many questions.</p>	5-9	
<p>Poor: Does not provide all information or is unclear.</p>	0-4	

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