



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

**FINANCE COMMITTEE
MEETING
AGENDA**

**Wednesday, February 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 – December 31, 2018		
4. NEW BUSINESS (<i>open for public comments</i>)		
• Seat Transfer – Afterschool Programs	Kenneth Darity	3
5. PUBLIC COMMENTS		
6. ADJOURN		

Next Finance Meeting
March 13, 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	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	

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. The subject changed to a proposal from Mr. Peppers the will 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.



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.



Financial Report

for the Period Ended

December 31, 2018

KIDS HOPE ALLIANCE
Combined City Fund and Grant Fund
Period: City Fiscal Year and Varying Grant Periods
December 31, 2018

	Current Budget	City Funds	After-School FY19	Healthy Families FY19	Wallace	Mental Health FY19	21st FY19	SAMHSA High Fidelity FY19	Beaches EL	Youth Travel Trust	STOP Violence Mini Grants	Book Club	Total Expenditures	Total Encumbered	Remaining Budget	
REVENUES:																
Intergovernmental Revenue	5,541,836		409,113	308,464									717,577		(4,824,259)	
Contributions from Private Sources	1,156,158			915,000								170,658	1,085,658		(50,500)	
Contributions from Other Funds	1,677,683			1,040,500	419,465	60,000	157,718						1,677,683			
Department of Children & Families	400,000														(400,000)	
Intrafund Transfer	146,000							146,000					146,000			
Trust Fund - Youth Travel	364,550									40,794	40,133		40,794			
Stop Violence Mini Grants	77,877	12,018											12,018		(65,859)	
Earnings on Investment	81,840	20,460											20,460		(61,380)	
Rental of City Facilities																
Prior Year Revenue from DCPs		15,631											15,631		15,631	
Intrafund Transfers (Trsf from 192)	519,431	519,431											519,431			
NC Transfers																
Contributions from General Fund	31,936,961	7,996,645											7,996,645		(23,940,316)	
Total Revenues	41,923,130	8,564,186	409,113	1,348,964	1,334,465	60,000	157,718	146,000	-	40,794	40,133	170,658	12,272,031	-	(29,326,683)	
EXPENDITURES:																
Salaries	3,868,752	568,224	48,106	94,731	313,213		118,990	13,512					1,156,776		2,711,976	
Employee Benefits	1,254,372	200,945	10,122	43,143	119,163		16,890	5,800					396,063		858,309	
After-School Team Up - Food Cost	2,839,549													1,789,534	1,050,015	
Summer Lunch - Food Cost																
Internal Service Charges	885,910	206,740	2,779	28,674	1,075			1,095					240,363		645,547	
Other Operating Expenses	2,116,095	78,348	26,191	5,546	779,735		12,068	2				144,347	1,046,237	312,543	757,315	
Food	1,000											680	680	320		
Grants and Aids	31,555,755	2,857,846		484,294							40,133		3,382,273	14,993,506	13,179,976	
Capital Outlay	9,765				5,052								5,052		4,713	
Indirect Costs	77,977			7,035	52,926								59,961		18,016	
Transfers	1,734,679	1,368,969											1,368,969		365,710	
Reserves	315,384														315,384	
Total Expenditures	44,659,238	5,281,072	87,198	663,423	1,271,164	-	147,948	20,409	-	-	40,133	145,027	7,656,374	17,095,583	19,907,281	
Total Revenues Less Expenditures	(2,736,108)	3,283,114	321,915	685,541	63,301	60,000	9,770	125,591	-	40,794	-	25,631	4,615,657	(17,095,583)	(9,419,402)	
Reserve - Prior Year Encumbrances	2,736,108															
Budget Difference																

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

KIDS HOPE ALLIANCE
All Operating Fund Indexes
December 31, 2018

	Original Budget	Current Budget	Actual Year to Date	Encumbered Year to Date	Remaining Budget
REVENUES:					
Earnings on Investment	77,877	77,877	12,018	-	(65,859)
Rental of City Facilities	81,840	81,840	20,460	-	(61,380)
Intrafund Transfers (Trsf from 192)	-	-	-	-	-
Intrafund Transfers (Trsf from 192)	-	-	15,631	-	15,631
NC Transfers	247,870	519,431	519,431	-	-
Contributions from General Fund	31,936,961	31,936,961	7,996,645	-	(23,940,316)
Total Revenues	\$ 32,344,548	\$ 32,616,109	\$ 8,564,186	\$ -	\$ (24,051,923)
EXPENDITURES:					
Salaries	\$ 2,679,190	\$ 2,729,190	\$ 568,224	\$ -	\$ 2,160,966
Employee Benefits	904,735	918,343	200,945	-	717,398
Internal Service Charges	801,085	805,085	206,740	-	598,345
Other Operating Expenses	600,454	853,000	78,348	250,503	524,149
Capital Outlay	1	1	-	-	1
Grants and Aids	26,555,520	27,996,535	2,857,846	12,890,539	12,248,150
Transfers	488,179	1,734,679	1,368,969	-	365,710
Reserves	315,384	315,384	-	-	315,384
Total Expenditures	\$ 32,344,548	\$ 35,352,217	\$ 5,281,072	\$ 13,141,042	\$ 16,930,103
Total Revenues Less Expend.	\$ -	\$ (2,736,108)	\$ 3,283,114	\$ (13,141,042)	\$ (7,121,820)
Reserve - Prior Year Encumbrances		2,736,108			
Budget Difference		0.00			

Additional Information:

Kids Hope Alliance
Operating Fund - Expenditure Detail
December 31, 2018

	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	\$ 539,338	\$ -	\$ 1,965,846
Terminal Leave	\$ -	\$ -	\$ 12,568	\$ -	\$ (12,568)
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	\$ 3,852	\$ -	\$ 14,078
Lump Sum Payment	\$ -	\$ -	\$ -	\$ -	\$ -
BENEFITS:					
FICA & Medicare	\$ 39,942	\$ 40,667	\$ 7,950	\$ -	\$ 32,717
Pension, Unfunded Liability & Disability & FRS Pension	\$ 368,886	\$ 375,745	\$ 88,382	\$ -	\$ 287,363
GEPP Define Contribution Pension	\$ 159,981	\$ 165,831	\$ 29,542	\$ -	\$ 136,289
Dental, Life & Health Insurance	\$ 318,784	\$ 318,958	\$ 70,793	\$ -	\$ 248,165
Worker's Compensation	\$ 17,142	\$ 17,142	\$ 4,278	\$ -	\$ 12,864
Unemployment Insurance	\$ -	\$ -	\$ -	\$ -	\$ -
PROFESSIONAL SERVICES:					
Professional Services (Incl. 3rd party evaluator)	\$ 296,100	\$ 483,123	\$ 45,424	\$ 231,148	\$ 206,551
Background Checks/DR	\$ 5,949	\$ 5,949	\$ -	\$ -	\$ 5,949
OTHER CONTRACTUAL SERVICES:					
Contractual Services	\$ 10,936	\$ 10,936	\$ -	\$ -	\$ 10,936
Training Workshops	\$ 5,299	\$ 5,299	\$ -	\$ -	\$ 5,299
TRAVEL AND PER DIEM:					
Travel Expenses (Out of County)	\$ 21,877	\$ 21,877	\$ 6,563	\$ -	\$ 15,314
Local Mileage & Parking & Tolls	\$ 20,994	\$ 20,994	\$ 3,933	\$ -	\$ 17,061
INTERNAL SERVICE CHARGES					
ITD Allocations	\$ 341,715	\$ 341,715	\$ 94,062	\$ -	\$ 247,653
OGC Legal - IS Allocation	\$ 84,623	\$ 84,623	\$ 21,984	\$ -	\$ 62,639
Copier Consolidation & Copy Center - IS Allocation	\$ 50,418	\$ 53,418	\$ 10,185	\$ -	\$ 43,233
FLEET - Van Maintenance	\$ 6,661	\$ 6,661	\$ 422	\$ -	\$ 6,239
Mailroom - IS Allocation	\$ 1,101	\$ 2,101	\$ 214	\$ -	\$ 1,887
Utilities Allocation - Public Works - IS Allocation	\$ 128,117	\$ 128,117	\$ 32,029	\$ -	\$ 96,088
Building Maintenance - City Wide - IS Allocation	\$ 121,586	\$ 121,586	\$ 30,397	\$ -	\$ 91,189
Guard Service & ADT - IS Allocation	\$ 65,889	\$ 65,889	\$ 16,472	\$ -	\$ 49,417
Ergonomic Assessment	\$ 975	\$ 975	\$ 975	\$ -	\$ -
RENTAL AND LEASES:					
Rentals & Other Rent	\$ 1	\$ 1	\$ -	\$ -	\$ 1
Rentals (Land & Buildings)	\$ -	\$ 7,726	\$ (7,048)	\$ 12,946	\$ 1,828
INSURANCE:					
General Liability & Miscellaneous Insurance	\$ 25,315	\$ 25,315	\$ 16,621	\$ -	\$ 8,694
REPAIRS AND MAINTENANCE SERVICE:					
Repairs and Maintenance	\$ 2,000	\$ 2,000	\$ -	\$ 412	\$ 1,588
Hardware/Software Maintenance or Licensing Agreement	\$ 41,000	\$ 57,000	\$ -	\$ -	\$ 57,000
PRINTING AND BINDING/PROMOTIONAL ACTIVITIES:					
Printing and Binding	\$ 1	\$ 1,843	\$ -	\$ -	\$ 1,843
Advertising and Promotion	\$ 8,927	\$ 34,098	\$ 5,599	\$ 2,560	\$ 25,939
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	\$ 1,420	\$ 225	\$ 18,655
Food	\$ 7,900	\$ 8,975	\$ 627	\$ -	\$ 8,348
Other Operating Supplies (Incl. Literacy supplies/books)	\$ 38,867	\$ 45,076	\$ 3,421	\$ 1,412	\$ 40,243
Software, Computer Items Under \$1,000	\$ 1,000	\$ 1,000	\$ -	\$ -	\$ 1,000
Employee Training	\$ 8,798	\$ 8,798	\$ -	\$ 1,800	\$ 6,998
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	\$ 27,996,535	\$ 2,857,846	\$ 12,890,539	\$ 12,248,150
INTRAFUND TRANSFERS					
Interfund Transfer - Debt Service Interest	\$ 218,385	\$ 218,385	\$ 55,020	\$ -	\$ 163,365
Interfund Transfer - Debt Service Principle	\$ 229,000	\$ 229,000	\$ 57,250	\$ -	\$ 171,750
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	\$ 35,352,217	\$ 5,281,072	\$ 13,141,042	\$ 16,930,103

KIDS HOPE ALLIANCE

After-School Food Program Grant

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

December 31, 2018

	Current Budget	Actual Year to Date	Encumbered Year to Date	Remaining Budget
REVENUES:				
Intergovernmental Revenue	\$ 3,130,928	\$ 409,113	\$ -	\$ (2,721,815)
Total Revenues	\$ 3,130,928	\$ 409,113	\$ -	\$ (2,721,815)
EXPENDITURES:				
Salaries	\$ 175,661	\$ 48,106	\$ -	\$ 127,555
Employee Benefits	46,415	10,122	-	36,293
After-School Team Up - Food Cost	2,839,549	-	1,789,534	1,050,015
Internal Service Charges	21,072	2,779	-	18,293
Other Operating Expenses	46,646	26,191	35,826	(15,371)
Capital Outlay	1,585	-	-	1,585
Indirect Costs	-	\$ -	-	-
Total Expenditures	\$ 3,130,928	\$ 87,198	\$ 1,825,360	\$ 1,218,370
Total Revenues Less Expenditures	\$ -	\$ 321,915	\$ (1,825,360)	\$ (1,503,445)

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

December 31, 2018

	Current Budget	Actual Year to Date	Encumbered Year to Date	Remaining Budget
REVENUES:				
Intergovernmental Revenue	\$ 1,094,500	\$ 308,464	\$ -	\$ (786,036)
Contributions from Other Funds	1,040,500	1,040,500	-	-
Total Revenues	\$ 2,135,000	\$ 1,348,964	\$ -	\$ (786,036)
EXPENDITURES:				
Salaries	\$ 226,980	\$ 94,731	\$ -	\$ 132,249
Employee Benefits	88,755	43,143	-	\$ 45,612
Internal Service Charges	51,200	28,674	-	\$ 22,526
Other Operating Expenses	27,337	5,546	-	\$ 21,791
Capital Outlay	2,000	-	-	\$ 2,000
Grants and Aids	1,724,600	484,294	809,156	\$ 431,150
Indirect Costs	14,128	7,035	-	\$ 7,093
Total Expenditures	\$ 2,135,000	\$ 663,423	\$ 809,156	\$ 662,421
Total Revenues Less Expenditures	\$ -	\$ 685,541	\$ (809,156)	\$ (123,615)

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

December 31, 2018

	Current Budget	Actual Year to Date	Encumbered Year to Date	Remaining Budget
<u>REVENUES:</u>				
Contributions from Private Sources	\$ 915,000	\$ 915,000	\$ -	\$ -
Contributions from Other Funds	419,465	419,465	-	-
Total Revenues	\$ 1,334,465	\$ 1,334,465	\$ -	\$ -
<u>EXPENDITURES:</u>				
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	779,735	21,957	36,287
Capital Outlay	5,079	5,052	-	27
Indirect Costs	54,479	52,926	-	1,553
Total Expenditures	\$ 1,334,465	\$ 1,271,164	\$ 21,957	\$ 41,344
Total Revenues Less Expenditures	\$ -	\$ 63,301	\$ (21,957)	\$ 41,344

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

December 31, 2018

	<u>Current Budget</u>	<u>Actual Year to Date</u>	<u>Encumbered Year to Date</u>	<u>Remaining Budget</u>
<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	\$ 118,990	\$ -	\$ 210,131
Employee Benefits	46,768	16,890	-	29,878
Internal Service Charges	500	-	-	500
Other Operating Expenses	97,737	12,068	23,283	62,386
Capital Outlay	-	-	-	-
Indirect Costs	-	-	-	-
Total Expenditures	\$ 474,126	\$ 147,948	\$ 23,283	\$ 302,895
Total Revenues Less Expenditures	\$ -	\$ 9,770	\$ (23,283)	\$ (13,513)

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

December 31, 2018

	<u>Current Budget</u>	<u>Actual Year to Date</u>	<u>Encumbered Year to Date</u>	<u>Remaining Budget</u>
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	-	16,800	4,552
Internal Service Charges	1	-	-	1
Capital Outlay	-	-	-	-
Grants and Aids	429,276	-	-	429,276
Administrative Support	9,370	-	-	9,370
Total Expenditures	\$ 460,000	\$ -	\$ 16,800	\$ 443,200
Total Revenues Less Expenditures	\$ -	\$ 60,000	\$ (16,800)	\$ 43,200

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

December 31, 2018

	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	\$ 13,512	\$ -	\$ 69,983
Employee Benefits	32,246	5,800	-	26,446
Internal Service Charges	2,500	1,095	-	1,405
Other Operating Expenses	26,659	2	-	26,657
Capital Outlay	1,100	-	-	1,100
Grants and Aids	1,000,000	-	1,000,000	-
Indirect Costs	-	-	-	-
Total Expenditures	\$ 1,146,000	\$ 20,409	\$ 1,000,000	\$ 125,591
Total Revenues Less Expenditures	\$ -	\$ 125,591	\$ (1,000,000)	\$ (874,409)

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

December 31, 2018

	<u>Current Budget</u>	<u>Actual Year to Date</u>	<u>Encumbered Year to Date</u>	<u>Remaining Budget</u>
REVENUES:				
Contributions from Privated Sources	\$ 50,500	\$ -	\$ -	\$ (50,500)
Total Revenues	<u>\$ 50,500</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ (50,500)</u>
EXPENDITURES:				
Salaries	11,091	-	-	11,091
Employee Benefits	2,682	-	-	2,682
Other Operating Expenses	36,727	-	-	36,727
Total Expenditures	<u>\$ 50,500</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ 50,500</u>
Total Revenues Less Expenditures	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>

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
December 31, 2018

	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 - Stop the Violence Mini Grant

December 31, 2018

	<u>Current Budget</u>	<u>Actual Year to Date</u>	<u>Encumbered Year to Date</u>	<u>Remaining Budget</u>
REVENUES:				
Transfer from Other Funds	\$ 364,550	\$ -	\$ 284,165	(80,385)
Total Revenues	<u>\$ 364,550</u>	<u>\$ -</u>	<u>\$ 284,165</u>	<u>\$ (80,385)</u>
EXPENDITURES:				
Grants and Aids	364,550	-	284,165	80,385
Total Expenditures	<u>\$ 364,550</u>	<u>\$ -</u>	<u>\$ 284,165</u>	<u>\$ 80,385</u>
Total Revenues Less Expenditures	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>

Purpose of Program:

Mini grants up to \$10,000 awarded from the Kids Hope Alliance Trust Fund to address youth violence in the community.

Additional information:

KIDS HOPE ALLIANCE
Jax Kids Book Club Trust Fund
December 31, 2018

	Current Budget	Actual Year to Date	Encumbered Year to Date	Remaining Budget
<u>REVENUES:</u>				
Contributions from Private Sources	\$ 170,658	\$ 170,658	\$ -	\$ -
Total Revenues	\$ 170,658	\$ 170,658	\$ -	\$ -
<u>EXPENDITURES:</u>				
Operating Expenses	168,658	144,347	-	24,311
Food	1,000	680	-	320
Internal Service Charges	1,000	-	-	1,000
Total Expenditures	\$ 170,658	\$ 145,027	\$ -	\$ 25,631
Total Revenues Less Expenditures	\$ -	\$ 25,631	\$ -	\$ 25,631

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



BOARD ACTION ITEM

FY 18-19: SEAT TRANSFER REQUEST - BID # ESC 0465-17

FINANCE COMMITTEE: FEBRUARY 13, 2019

BOARD MEETING DATE: FEBRUARY 20, 2019

TO: KIDS HOPE ALLIANCE BOARD OF DIRECTORS

FROM: JOE PEPPERS, CHIEF EXECUTIVE OFFICER

MARY TOBIN, CHIEF OPERATING OFFICER

KENNETH DARITY, DIRECTOR OF OUT-OF-SCHOOL TIME 

REQUESTED ACTION:

The Board is asked to approve:

- 1.) Seat transfers requests submitted by Communities In Schools Inc. and Boys and Girls Club of Northeast Florida, Inc. The seat transfers are being requested between sites on BID# ESC 0465-17.

NARRATIVE:

Requirements for transferring seats are outlined in section 4.14.10 of the RFP:

Transferring Funds Between Program Sites

In the event a contractor is awarded multiple sites under one agreement, KHA may, at its sole discretion, shift funding between program sites at any time, upon request of the contractor in a format specified by the Kids Hope Alliance.

Communities In Schools requests a 20 seat decrease from 3 sites (Lake Forest Elementary, Pinedale Elementary, and Woodland Acres Elementary) and a 10 seat decrease from 1 site (Long Branch Elementary) totaling 70 seats that will then be added to Mayport and Northwestern Middle School(see attachment 1).

Boys and Girls Club of Northeast Florida requests a 10 seat decrease from 2 sties (John Love Elementary and Hyde Grove Elementary) totaling 20 seats that will then be added to Arlington Community Academy (see attachment 2).



FISCAL IMPACT:

The overall contracted amount will remain the same.

Boys and Girls Club of NE FL:

Site	Current Contract Amount	Difference	Contract Amount After Reduction
John Love Elementary	\$120,000.00	-\$16,000.00	\$104,000.00
Hyde Gove Elementary	\$224,000.00	-\$16,000.00	\$208,000.00
Arlington Community Academy	\$224,000.00	\$32,000.00	\$256,000.00
	\$568,000.00	0	\$568,000.00

Communities In Schools Inc.:

Site	Current Contract Amount	Difference	Contract Amount After Reduction
Lake Forest Elementary	\$192,000.00	-\$32,000.00	\$160,000.00
Pinedale Elementary	\$224,000.00	-\$32,000.00	\$192,000.00
Woodland Acres	\$256,000.00	-\$32,000.00	\$224,000.00
Long Branch Elementary	\$128,000.00	-\$16,000.00	\$112,000.00
Mayport Middle	\$128,000.00	\$48,000.00	\$176,000.00
Northwestern Middle	\$160,000.00	\$64,000.00	\$224,000.00
	\$1,088,000.00	0	\$1,088,000.00



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.



**Communities
In Schools**
Jacksonville

6261 Dupont Station Court East
Jacksonville, FL 32217
PH: 904.344.3900
F: 904-551-9421
www.cisjax.org

Board of Directors

Chris Green
Board Chair

Josh Woolsey
Vice Chair

Ken Sanders
Secretary

Jesse Forst
Treasurer

Michael Stewart
Immediate Past Board Chair

Steve Gilbert
Chief Executive Officer

Kristi Aiello

Tracy Arthur

Michael Barker

Honorable Martha Barrett

Honorable Betty Boney

Honorable Lenny Curry

Honorable Eleni Darko

Nancy Dreicer

Linda Edwards

Diana Harambaure

Dave Howard

Aberna Horton

Todd Johnson

Janel LeGard

Allieno Manis

Robert Martin

Sammy Martin

Honorable Melissa Nelson

Jay Plotkin

Dr. Judy Poppell

Dr. Ed Pratt-Damalis

Clint Pyle

Rick Schart

Honorable Mike Williams

Dr. Diana Greene

February 8, 2019

Kenneth Darity
Kids Hope Alliance
1095 A. Philip Randolph
Jacksonville, FL 32206

RE: Seat Transfer (BID # ESC-0465-17)

Dear Kenneth Darity:

Please accept this letter as notice of **Communities In Schools of Jacksonville** request to transfer seats between the following site location(s):

From:

- Lake Forest Elementary – 20
- Pinedale Elementary – 20
- Woodland Acres Elementary – 20
- Long Branch Elementary – 10

To:

- Northwestern Middle School – 40
- Mayport Middle School - 30

We appreciate the opportunity to be a program partner and thank you in advance for your consideration.

Sincerely,

Jerome Baltazar
Chief Financial Officer

Please remember us in your will & trust. A planned gift is a simple way to make a remarkable impact on the dropout prevention crisis. Visit www.cisjax.org for more information.





**BOYS & GIRLS CLUBS
OF NORTHEAST FLORIDA**

Exhibit I
January 30th 2019

Kenneth Darity
Kids Hope Alliance
1095 A. Philip Randolph
Jacksonville, FL 32206

RE: Seat Transfer *ESC-0465-17*

Dear Mr. Darity:

Please accept this letter as notice of Boys & Girls Clubs of Northeast Florida request to transfer seats between the following site location(s):

Site Name		Number of seats (increase)	Number of seats (decrease)	Justification ADA% for quarter # students on waiting lists % of dollars spent down Attachments on a separate page
From:	John Love Elementary School		10	ADA 80 contracted ADA actual YTD 60.4 % of Dollars Spent 36.82
	Hyde Grove Elementary School		10	ADA 140 contracted ADA Actual YTD 118.3 % of Dollars Spent 40.13
To:	Arlington Community Academy	20		ADA 100 contracted ADA actual YTD 116.8 % of Dollars Spent 61.7

We appreciate the opportunity to be a program partner and thank you in advance for your consideration.

Sincerely,

Paul Martinez
President and CEO
Boys & Girls Clubs of Northeast Florida

GREAT FUTURES START HERE.