

Introduced by the Special Committee on the Community Benefits Agreement 2.0 (Council Members Arias, Salem, Amaro, Clark-Murray and Peluso):

ORDINANCE 2025-

AN ORDINANCE ESTABLISHING AN EASTSIDE COMMUNITY GRANTS PROGRAM; CREATING A NEW PART 9 (EASTSIDE COMMUNITY GRANTS PROGRAM), CHAPTER 118 (CITY GRANTS), *ORDINANCE CODE*, TO CREATE A NEW GRANTS PROGRAM PURSUANT TO WHICH FUNDS DESIGNATED FOR PROGRAMS, SERVICES, AND INITIATIVES FOR AFFORDABLE HOUSING, WORKFORCE HOUSING, ECONOMIC DEVELOPMENT AND MITIGATION OF HOMELESSNESS IN THE EASTSIDE, AS DEFINED IN THE SUPPLEMENTAL JACKSONVILLE STADIUM COMMUNITY BENEFITS AGREEMENT APPROVED AND AUTHORIZED BY ORDINANCE 2024-905-E, MAY BE DISBURSED TO QUALIFIED ORGANIZATIONS; PROVIDING FOR OVERSIGHT AND ADMINISTRATION OF THE EASTSIDE COMMUNITY GRANTS PROGRAM BY HISTORIC EASTSIDE CBA ORGANIZATION, INC. AS DESCRIBED HEREIN; PROVIDING FOR SEVERABILITY; PROVIDING FOR CODIFICATION INSTRUCTIONS; PROVIDING AN EFFECTIVE DATE.

BE IT ORDAINED by the Council of the City of Jacksonville:

Section 1. Creating a new Part 9 (Eastside Community Grants Program), Chapter 118 (City Grants), Ordinance Code. A new Part 9 (Eastside Community Grants Program), Chapter 118 (City Grants), *Ordinance Code*, is hereby created to read as follows:

CHAPTER 118 - CITY GRANTS

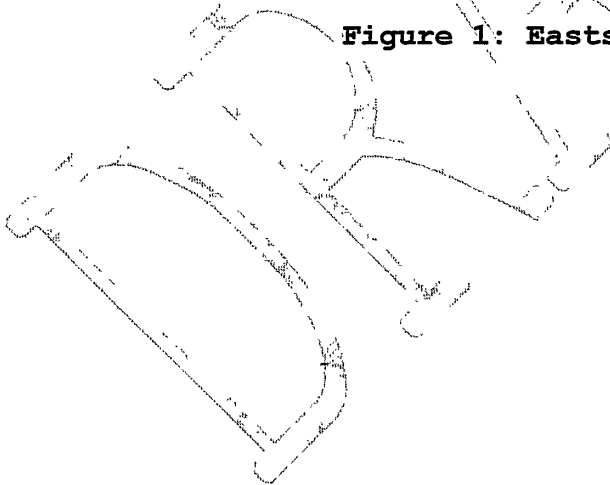
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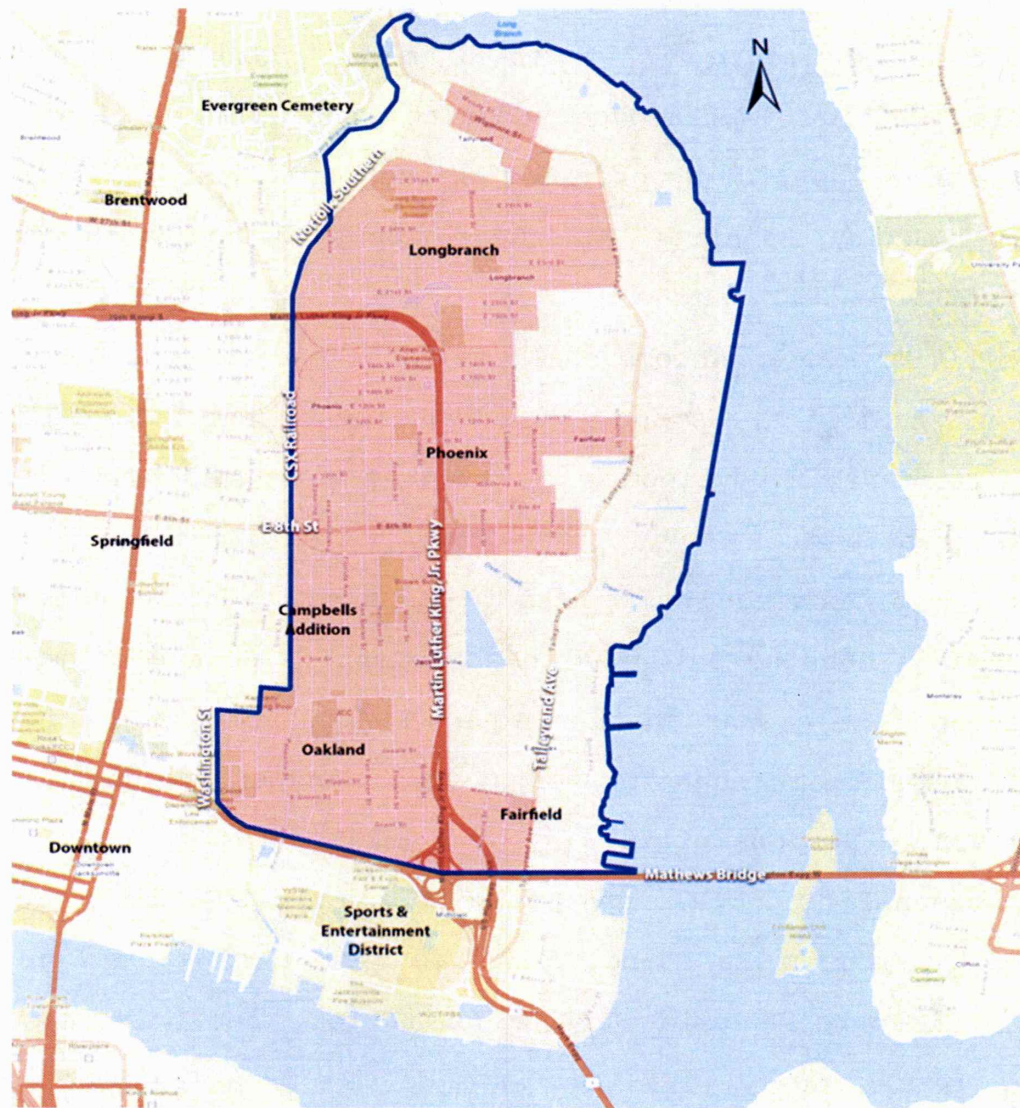
PART 9. - EASTSIDE COMMUNITY GRANTS PROGRAM

Sec. 118.901. - Creation and purpose.

There is hereby created an Eastside Community Grants Program ("Eastside Grants Program") which shall be administered by the Historic Eastside CBA Organization, Inc. ("Eastside CBA Organization") Board of Directors as described herein. The mission and purpose of the Eastside Grants Program is to provide a process by which funds made available for the Eastside Strategic Focus through the Supplemental Jacksonville Stadium Community Benefits Agreement, approved and authorized by Ordinance 2024-905-E, will be distributed within the Eastside, as depicted in Figure 1 below, to provide public support to organizations operating or administering programs, services, or initiatives for Affordable Housing, Workforce Housing, economic development, and/or mitigation of homelessness in Eastside. Chapter 118, Parts 1 through 5 shall apply to this Part 9.

Figure 1: Eastside Map





1 within the boundaries identified on Figure 1 of Section 118.901.

2 *Eastside Strategic Focus* shall mean economic development,
3 Affordable Housing, Workforce Housing and the mitigation of
4 homelessness in Eastside as provided in the Supplemental Jacksonville
5 Stadium Community Benefits Agreement approved and authorized by
6 Ordinance 2024-905-E.

7 *Local Area Median Income* shall mean the median gross income for
8 Duval County, Florida, as published annually by the U.S. Department
9 of Housing and Urban Development (currently the Jacksonville, FL HUD
10 Metro FMR Area).

11 *Workforce Housing* shall mean housing that is not Affordable
12 Housing but is housing on which the occupant is paying no more than
13 30 percent of the amount that is equal to 120 percent of the Local
14 Area Median Income for housing costs, including utilities.

15 **Sec. 118.903. - Responsibility.**

16 (a) CBA Organization board appointments and terms:

- 17 (1) *Members of Eastside CBA Organization Board of Directors.*
18 Historic Eastside CBA Organization, Inc. is a not-for-
19 profit 501(c)(3). The Eastside CBA Organization Board of
20 Directors (the "Board") shall consist of nine voting
21 members, two to be appointed by the Council President and
22 confirmed by the City Council, one to be appointed by the
23 Mayor and confirmed by the City Council, and one current
24 employee of Jacksonville Jaguars, LLC ("JJL") to be
25 selected by JJL. Pursuant to the CBA Organization bylaws,
26 the Mayor and Council President appointees shall each serve
27 two terms of two years. Eastside CBA Organization shall,
28 to the extent feasible, ensure the remaining five members
29 reside in or have a substantial economic business interest
30 in each of the five neighborhoods that comprise the
31 Eastside: Campbells Addition, Fairfield, Longbranch,

Oakland and Phoenix as visually depicted in Figure 1 of Section 118.901. In no event shall more than two of the neighborhood appointees reside in or have a substantial economic business interest in a single neighborhood.

(b) Eastside CBA Organization is hereby designated as the agent of the City for the purposes of determining and authorizing the allocation of a lump sum Eastside Grants Program appropriation designated in the annual budget ordinance or supplemental appropriation ordinances as being appropriated for eligible recipients. The determinations and authorizations made by Eastside CBA Organization in accordance with the provisions of this Section shall be final and not subject to further administrative review by any executive or administrative official of the City. Any entity receiving funding through the Eastside Grants Program shall be ineligible to receive funding through another City program, including but not limited to, the programs listed below:

- (1) Cultural Service Grant Program pursuant to Chapter 118, Part 6;
- (2) Arts in Public Places Program pursuant to Chapter 118, Part 6;
- (3) Kids Hope Alliance program pursuant to Chapter 77;
- (4) Downtown Investment Authority and Office of Economic Development Programs pursuant to Chapter 55 and Chapter 26, respectively;
- (5) Housing and Community Development Division programs pursuant to Chapter 34, Part 2; and
- (6) Social Services Division programs pursuant to Chapter 28, Part 5.

Sec. 118.904. - Lump sum appropriation to Eastside CBA Organization.

The process for the annual Eastside Grants Program appropriation

1 will begin with Eastside CBA Organization's preparation of an annual
2 appropriation request based on information provided by eligible
3 organizations in a "letter of intent." This request will reflect a
4 lump sum appropriation to be indicated in the annual City budget as
5 Eastside Grants Program. Up to 10 percent of the total lump sum
6 appropriation shall be allocated to Eastside CBA Organization for
7 administration of the Eastside Grants Program. The Eastside Grants
8 Program request shall be submitted to the Mayor for review by the
9 Mayor's Budget Review Committee ("MBRC") which will recommend a lump
10 sum appropriation to be included in the proposed budget for the
11 upcoming fiscal year. Eastside CBA Organization shall include in the
12 request relevant information regarding programs, services and
13 investments to be provided to the community as a result of the funding
14 and shall be responsible for documenting the validity of the request
15 to the MBRC, the City Council Finance Committee, and the City Council
16 throughout the budgeting process.

17 **Sec. 118.905. - Allocation by Eastside CBA Organization; generally.**

18 Final determination for allocation of funding to applicant
19 organizations from the lump sum appropriation shall be made by the
20 Eastside CBA Organization Board of Directors. Funding will be
21 allocated by contract between the recipient organization and Eastside
22 CBA Organization. Organizations will be notified in writing of the
23 results of their request and will be provided with any support
24 information or justification for the Board's decision which might be
25 helpful. A complete list of the individual operating amounts and
26 capital amounts allocations will be forwarded to the City Council
27 Auditor's office, the Office of the Mayor, the City Council, and the
28 Finance Department or other department assigned by the Mayor.

29 **Sec. 118.906. - Application for Eastside Grants Program grants.**

30 (a) The Eastside CBA Organization Board shall be responsible to
31 develop a competitive process by which applications may be

submitted for receipt of grants through the Eastside Grants Program subject to the provisions of this Part. The Board shall further be responsible for administration of the Eastside Grants Program. Administrative and operating procedures shall be established and amended as necessary to meet the mission of the Eastside Grants Program and current needs of the community. The procedure prescribed herein, as further developed by Eastside CBA Organization, shall be the only procedure available to organizations requesting public support through the Eastside Grants Program.

(b) The following components shall be included in any administrative and operating procedures developed and implemented by Eastside CBA Organization:

(1) The Board's primary responsibilities with respect to the applications received shall include:

(i) Review and evaluation of all applications based on established criteria as provided herein;

(ii) Serve as an on-site evaluator and lead reviewer for a selected number of applicants; and

(iii) Attend an orientation session and all review sessions.

(2) The Board will determine the organizations to be funded and the amount of funding to be allocated to each recipient organization.

(3) Eastside CBA Organization shall publish each year in a newspaper of general circulation in the City, at least one month before the last day on which appropriation request must be submitted to Eastside CBA Organization, a notice that it is accepting Eastside Grants Program grant requests for the ensuing fiscal year, stating the place where the appropriation request forms may be obtained, the last day

on which the completed appropriation requests must be returned to Eastside CBA Organization and when and where Eastside CBA Organization (or a duly authorized committee thereof) will hold a hearing on the appropriation requests (which may include a statement that the hearing may be adjourned from time to time and from place to place until all the appropriation requests have been heard).

(4) Eastside CBA Organization shall promulgate a written procedure for the submission of operations and/or capital appropriation requests by eligible organizations, which procedure shall be made known to each requesting organization, or its agent or representative, at the time the appropriation request form is supplied to the requesting organization.

(5) Eastside CBA Organization (or a duly authorized committee thereof) shall consider appropriation requests returned by the requesting organizations. Eastside CBA Organization shall afford the requesting organizations an opportunity to make an oral or written presentation to justify or explain their respective appropriation requests, and no requesting organization shall be denied this opportunity solely because it has never submitted an appropriation request before or because a previous appropriation request has been denied.

(6) All meetings and sessions of the Board shall be held in a publicly accessible location and shall be noticed and open to the public in accordance with Florida's open meetings law.

Sec. 118.907. - Eligibility for Eastside Grants Program grants.

To be eligible for funding an organization must meet the following criteria:

- 1 (a) The organization must operate in Duval County.
- 2 (b) At the time of application, the organization must have been in
3 existence as a Florida Corporation for at least three years and
4 must have three years of filed tax returns.
- 5 (c) The organization shall have a demonstrated track record in
6 successfully delivering outcomes outlined in the Eastside
7 Strategic Focus.
- 8 (d) The organization shall have a broad base of community
9 representation in management and membership. The members of the
10 board of directors shall not receive any compensation for their
11 service as directors, but they may be reimbursed for actual
12 monetary expenditures on behalf of the organization. The
13 corporate charter or by-laws shall provide a method of selection
14 of the board of directors which will periodically subject the
15 directors to the possibility of replacement by other qualified
16 persons. The membership of the organization shall be open to as
17 large a portion of the public as possible, subject to such
18 nondiscriminatory conditions and qualifications for membership
19 as may be imposed by the corporate charter or by-laws; provided
20 that this requirement shall not be construed to prevent or
21 prohibit an organization from having different classes of
22 membership with different conditions and qualifications for
23 admission and different relative rights, privileges, and duties.
- 24 (e) If the organization is a previous recipient of a City grant or
25 an Eastside Grants Program grant, the organization must have
26 submitted all required reports for previous grants.
- 27 (f) At least 50 percent of the organization's operating revenue or
28 support shall be derived from sources other than the Eastside
29 Grants Program or other City programs or funding.
- 30 (g) The organization shall provide services or activities which
31 benefit or are made available to a broad range of the people of

the City, focused within the Eastside community, and shall be offered on a nondiscriminatory basis to those people.

(h) To receive general operating support, the organization must as its primary function present, sponsor, exhibit or otherwise offer for public consumption programs, services or activities in any one or combination of the following disciplines: Affordable Housing, Workforce Housing, economic development, and mitigation of homelessness in Eastside.

(i) If a capital allocation is funded at or above \$25,000 the organization must enter into a restrictive covenant agreement with the City of Jacksonville to ensure dedicated use of the relative facilities or properties for public purposes for a period of not less than ten years.

(j) The organization shall make all reasonable efforts to adhere to the City of Jacksonville's procurement requirements for capital expenditures.

(k) Each recipient of operating and/or capital grant funds must go through the application process to prove that the recipient organization can provide at least a one-dollar cash match for each dollar granted. Eastside CBA Organization will make requests for disbursements of funds from the City and is responsible for monitoring and ensuring the funds are spent for their intended purpose and reporting on the results and use of these funds to the City of Jacksonville.

Sec. 118.908. - Criteria for judging applicants for Eastside Grants Program grants.

All applicants to the Eastside Grants Program will be evaluated based on the following criteria:

(a) Quality of programs;

(b) Impact of the program(s) within one or more of the aforementioned disciplines: Affordable Housing, Workforce Housing, economic

development, and mitigation of homelessness in Eastside;

(c) Eastside community outreach and service to culturally diverse populations;

(d) Management capability of board and staff;

(e) Eastside community impact;

(f) Need for the organization in the Eastside community; and

(g) Exploration of innovative ideas and programming.

Sec. 118.909. - Restrictions for use of Eastside Grants Program grants.

(a) Eastside Grants Program grant funds must be used for Affordable Housing, Workforce Housing, economic development and/or mitigation of homelessness in the Eastside.

(b) Each recipient of appropriations made pursuant to Chapter 118 is responsible for ensuring that City funds are expended pursuant to Section 118.301.

(b) Eastside Grants Program grant funds must be kept in an individual bank account, notwithstanding the provision to the contrary in Section 118.201, separate from other organization funds. It may be an interest-bearing account, but the total amount of the grant and the interest must be spent by the end of the contract period; except that a remaining balance may be maintained in the Eastside Grants Program account, notwithstanding the provision to the contrary in Section 118.301(a)(5). This balance must be identified and documented in quarterly and year-end reports and shall not exceed \$500. This balance shall be returned to the City within the first 90 days of the first fiscal year in which the recipient no longer receives an Eastside Grants Program grant appropriation. The portion of unspent funds that exceed \$500 shall follow the provisions of Section 118.301(a)(5).

Sec. 118.910. - City contract, review, and oversight.

(a) Upon approval of the annual budget by the City Council, one

1 contract will be prepared and administered through the Finance
2 Department, which will reflect the total amount of the lump sum
3 appropriation for Eastside Grants Program grants to all
4 organizations. Funds shall be distributed to Eastside CBA
5 Organization on a quarterly basis in amounts to be determined
6 annually, notwithstanding the provision to the contrary in
7 Section 118.201(f)(7), upon receipt by the Finance Department
8 of a quarterly financial and programmatic report.

9 (b) Eastside CBA Organization shall establish a quarterly reporting
10 system for all funded organizations which provides financial and
11 programmatic information documenting the use and impact of the
12 Eastside Grants Program grant funds.

13 (d) Eastside CBA Organization shall provide the City Auditor's
14 office with an independently prepared or audited financial
15 statement (depending on grant amount) from all recipients at the
16 conclusion of the grant period. All application forms,
17 procedures, reporting requirements, and contract agreements for
18 recipient organizations (other than Eastside CBA Organization)
19 will be developed by Eastside CBA Organization and will be
20 between Eastside CBA Organization and the individual recipient
21 organizations.

22 **Section 3. Severability.** The provisions of this Ordinance,
23 including sections and subsections within the Ordinance, are intended
24 to be severable and if any provision is declared invalid or
25 unenforceable by a court of competent jurisdiction, such provision
26 shall be severed and the remainder shall continue in full force and
27 effect, with the Ordinance being deemed amended to the least degree
28 legally permissible.

29 **Section 4. Codification Instructions.** The Codifier and the
30 Office of General Counsel are authorized to make all chapter and
31 division "tables of contents" consistent with the changes set forth

1 herein. Such editorial changes and any others necessary to make the
2 Ordinance Code consistent with the intent of this legislation are
3 approved and directed herein, and changes to the Ordinance Code shall
4 be made forthwith and when inconsistencies are discovered.

5 **Section 5. Effective Date.** This Ordinance shall become
6 effective upon signature by the Mayor or upon becoming effective
7 without the Mayor's signature.

8
9 Form Approved:

10
11 _____
12 Office of General Counsel

13 Legislation Prepared By: Mary E. Staffopoulos

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1 Introduced by the Special Committee on the Community Benefits
2 Agreement 2.0 (Council Members Arias, Salem, Amaro, Clark-Murray and
3 Peluso):
4
5

6 **ORDINANCE 2025-**

7 AN ORDINANCE ESTABLISHING AN EASTSIDE COMMUNITY
8 GRANTS PROGRAM; CREATING A NEW PART 9 (EASTSIDE
9 COMMUNITY GRANTS PROGRAM), CHAPTER 118 (CITY
10 GRANTS), *ORDINANCE CODE*, TO CREATE A NEW GRANTS
11 PROGRAM PURSUANT TO WHICH FUNDS DESIGNATED FOR
12 PROGRAMS, SERVICES, AND INITIATIVES FOR
13 AFFORDABLE HOUSING, WORKFORCE HOUSING, ECONOMIC
14 DEVELOPMENT AND MITIGATION OF HOMELESSNESS IN
15 THE EASTSIDE, AS DEFINED IN THE SUPPLEMENTAL
16 JACKSONVILLE STADIUM COMMUNITY BENEFITS
17 AGREEMENT APPROVED AND AUTHORIZED BY ORDINANCE
18 2024-905-E, MAY BE DISBURSED TO QUALIFIED
19 ORGANIZATIONS; PROVIDING FOR OVERSIGHT AND
20 ADMINISTRATION OF THE EASTSIDE COMMUNITY GRANTS
21 ~~PROGRAM BY THE GRANTS AND CONTRACT COMPLIANCE~~
22 DIVISION OF THE FINANCE DEPARTMENT; PROVIDING
23 FOR SEVERABILITY; PROVIDING FOR CODIFICATION
24 INSTRUCTIONS; PROVIDING AN EFFECTIVE DATE.
25

26 **BE IT ORDAINED** by the Council of the City of Jacksonville:

27 **Section 1. Creating a new Part 9 (Eastside Community Grants**
28 **Program), Chapter 118 (City Grants), *Ordinance Code*.** A new Part 9
29 (Eastside Community Grants Program), Chapter 118 (City Grants),
30 *Ordinance Code*, is hereby created to read as follows:
31

CHAPTER 118 - CITY GRANTS

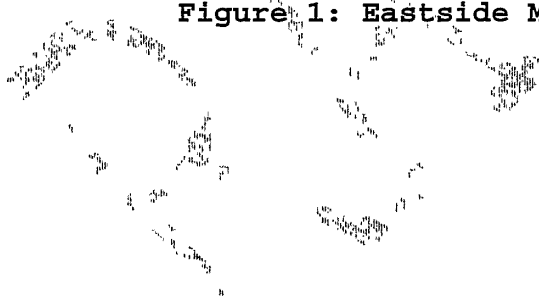
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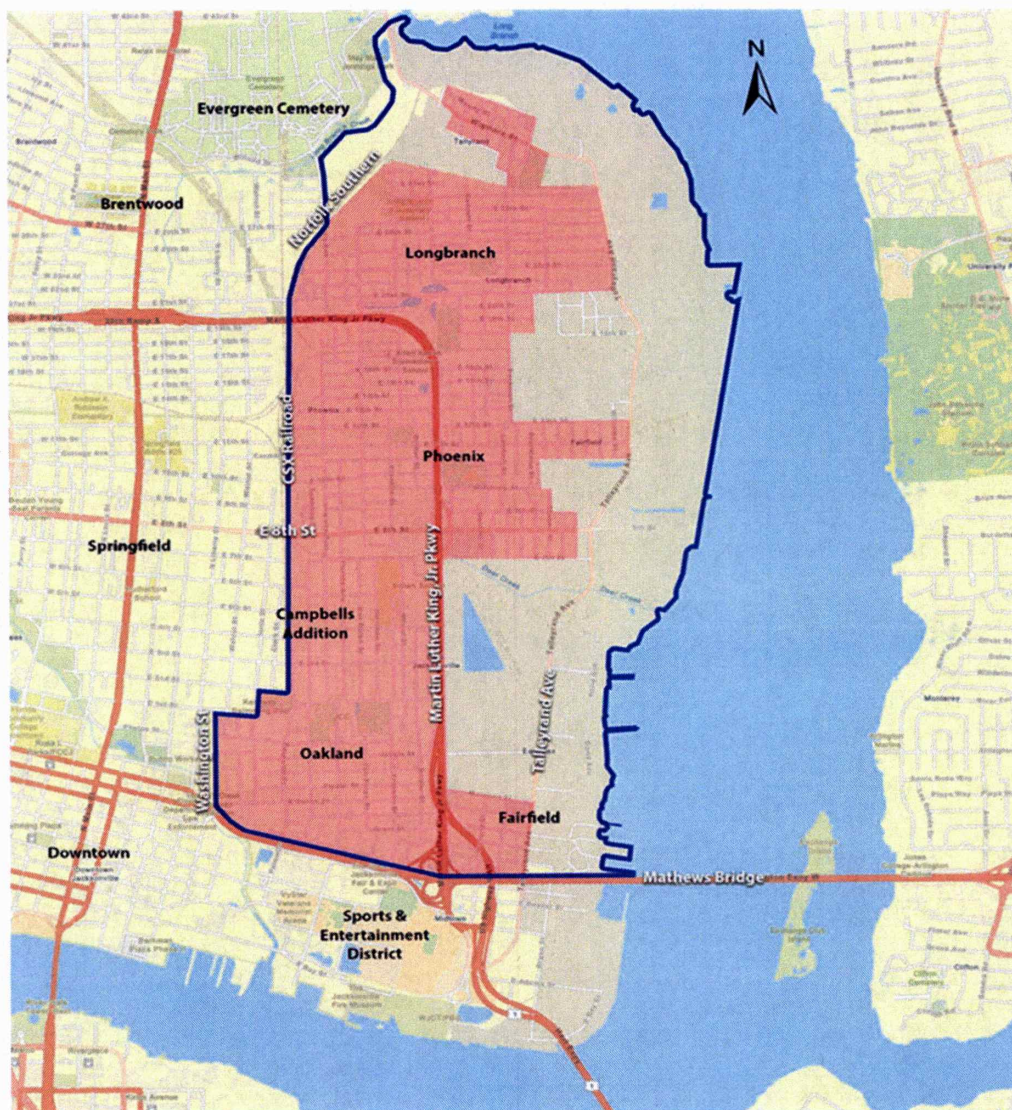
PART 9. - EASTSIDE COMMUNITY GRANTS PROGRAM

Sec. 118.101. - Purpose.

There is hereby created an Eastside Community Grants Program ("Eastside Grants Program") which shall be administered by the Eastside Grants Committee as described herein. The mission and purpose of the Eastside Grants Program is to provide a process by which funds made available for the Eastside Strategic Focus through the Supplemental Jacksonville Stadium Community Benefits Agreement, approved and authorized by Ordinance 2024-905-E, will be distributed within the Eastside, as depicted in Figure 1 below, to provide public support to organizations operating or administering programs, services, or initiatives for Affordable Housing, Workforce Housing, economic development, and/or mitigation of homelessness in Eastside. Chapter 118, Parts 1 through 5 shall apply to this Part 9.

Figure 1: Eastside Map





Sec. 118.902. - Definitions.

The following terms, wherever used in this Part, shall have the following respective meanings for the purposes of this Part, unless different meanings are clearly indicated by the context or as referenced within specific Sections.

Affordable housing means housing on which the occupant is paying no more than 30 percent of the amount that is equal to 80 percent of the Local Area Median Income for housing costs, including utilities, unless the U.S. Department of Housing and Urban Development publishes a codified definition of "affordable housing" in which case such definition shall be used hereunder.

Eastside shall mean the area shaded in pink and located generally

1 within the boundaries identified on Figure 1 of Section 118.901.

2 *Eastside Strategic Focus* shall mean economic development,
3 Affordable Housing, Workforce Housing and the mitigation of
4 homelessness in Eastside as provided in the Supplemental Jacksonville
5 Stadium Community Benefits Agreement approved and authorized by
6 Ordinance 2024-905-E.

7 *Local Area Median Income* shall mean the median gross income for
8 Duval County, Florida, as published annually by the U.S. Department
9 of Housing and Urban Development (currently the Jacksonville, FL HUD
10 Metro FMR Area).

11 *Workforce Housing* shall mean housing that is not Affordable
12 Housing but is housing on which the occupant is paying no more than
13 30 percent of the amount that is equal to 120 percent of the Local
14 Area Median Income for housing costs, including utilities.

15 **Sec. 118.903. - Eastside Grants Committee Established.**

16 There is hereby established the Eastside Grants Committee (the
17 "Committee") to act as an advisory body for the City of Jacksonville
18 and to review, evaluate, and score grant applications to support
19 organizations operating or administering programs, services or
20 initiatives for the Eastside within the following categories:

21 ~~Affordable Housing, Workforce Housing, economic development, and/or~~
22 mitigation of homelessness.

23 **Sec. 118.904. - Composition; City Council Liaison; Terms; Removal.**

24 (a) *Composition.* The Committee shall consist of nine voting
25 members, four of whom shall be appointed by the Mayor and
26 confirmed by Council and four of whom shall be appointed by the
27 Council President and confirmed by Council. The ninth voting
28 member shall be a current employee of Jacksonville Jaguars, LLC
29 ("JJL") or its successor organization, to be selected by JJL.

30 (b) To the extent feasible, the Mayor and Council President shall
31 endeavor to appoint members who reside in or have a substantial

1 economic business interest in each of the five neighborhoods
2 that comprise the Eastside as visually depicted in Figure 1 of
3 Section 118.901 as follows:

- 4 (i) Campbells Addition;
- 5 (ii) Fairfield;
- 6 (iii) Longbranch;
- 7 (iv) Oakland; and
- 8 (v) Phoenix.

9 In no event shall more than two of the appointees appointed by
10 the Mayor or more than two of the appointees appointed by the
11 Council President reside in or have a substantial economic
12 business interest in a single neighborhood. No more than three
13 members, regardless of appointing authority, shall reside in or
14 have a substantial business interest in a single neighborhood.

15 (c) All members of the Committee should have demonstrated knowledge
16 of the programs, services and initiatives most needed in the
17 Eastside community and have a willingness to participate fully
18 in the process.

19 (d) *Liaison*. The Council President shall annually designate a City
20 Council Member to serve as a liaison to the Committee. This is
21 ~~a non-voting position and shall not be considered a member of~~
22 the Committee for Sunshine purposes.

23 (e) *Terms*. Members appointed by the Mayor and Council President
24 shall be appointed for staggered three-year terms commencing
25 July 1 or upon confirmation by Council, whichever is earlier,
26 but shall serve until their successor is appointed and confirmed
27 by the City Council. The Council President's initial
28 appointments shall serve an initial three-year first full term.
29 The Mayor's initial appointments shall serve an initial two-
30 year first full term. No member appointed by the Mayor or the
31 Council President shall serve more than two consecutive full

1 terms; but appointments to fill vacancies for partial terms
2 (less than 50 percent of a full term) and initial appointments
3 of less than three years, shall not be deemed to be full terms
4 and may be reappointed for up to two additional consecutive full
5 terms. The member appointed by JJL shall serve until a successor
6 is appointed by JJL.

- 7 (f) *Removal.* Committee members appointed by the Mayor shall serve
8 and be removed at the pleasure of the Mayor. Members appointed
9 by the City Council shall serve and be removed at the pleasure
10 of the Council President. The Committee member appointed by JJL
11 shall serve and be removed at the pleasure of JJL.

12 **Sec. 118.905. - Functions, powers and duties.**

13 In addition to such powers, duties and authority as may be set
14 forth elsewhere in this Code, the Committee is hereby authorized to:

- 15 (a) Review and assess the annual needs of the City's Eastside
16 community for programs, services and initiatives related to each
17 of the funded categories described herein not otherwise funded
18 by City funds, based on presentations, studies, and reports
19 submitted to the Committee;

- 20 (b) Recommend the process by which recipients of Eastside Grants

21 ~~Program grants are selected each year, which process shall be~~

22 by request for proposal pursuant to Chapter 126, *Ordinance Code*,
23 or through the grant application procedures outlined in this
24 Part;

- 25 (c) Review, evaluate and score each Eastside Grants Program grant
26 application;

- 27 (d) Participate in on-site evaluations of recipient programs,
28 services and initiatives;

- 29 (e) Attend orientation meetings, training courses, and any other
30 meetings related to this Part, ethics, public records and open
31 meetings laws for Committee members; and

(f) Award and allocate the annual appropriation for the Eastside Grants Program contained in the annual budget ordinance to requesting organizations based on the review, evaluation and scoring of each requesting organization pursuant to this Part.

Sec. 118.906. - Organization and proceedings.

(a) *Officers.* The Committee shall select the officers required by Chapter 50 of this Code, and any such other officers as the Committee deems appropriate.

(b) *Rules of procedure.* The Committee shall establish rules of procedure necessary to its governing and the conduct of its affairs, consistent with the applicable provisions of this Code.

(c) *Voting; quorum.* All decisions and recommendations of the Committee shall require a concurring vote of a majority of the members present. Five members shall constitute a quorum.

(d) *Administrative support.* The Committee shall receive staff support from the Grants and Contract Compliance Division of the Finance Department.

(e) *Meetings.* The Committee shall convene as necessary to timely meet all deadlines and obligations outlined in this Part but in no event less than quarterly. All meetings shall be open to the public in accordance with Florida's open meetings law.

(f) *Notice.* The Committee meetings shall be noticed in accordance with Florida's open meetings law.

(g) *Compensation.* Members shall serve without compensation, pension or retirement benefits; however, members may be compensated for travel expenses as provided in Chapter 106, Part 7, Ordinance Code.

(h) *Compliance.* The Committee shall be subject to the provisions of Chapter 112, Part III, *Florida Statutes*, and Chapters 50, 58 and 602, *Ordinance Code*, except as may be set forth in this Chapter.

1 **Sec. 118.907. - Annual Lump Sum Appropriation for Eastside Grants**
2 **Program Grants.**

3 On or before April 1 of each year, the Committee shall submit
4 to the Mayor's Budget Review Committee (the "MBRC") for review an
5 annual lump sum appropriation request for all Eastside Grants Program
6 grants to be awarded annually under this Part. The Committee shall
7 include in such request relevant information regarding the
8 appropriation amount and the need for Eastside Program Grants in the
9 Eastside community. The MBRC shall review and consider the
10 Committee's appropriation request and include a lump sum
11 appropriation for the Eastside Grants Program in the Mayor's proposed
12 annual budget for the upcoming fiscal year. The Committee shall not
13 award or allocate funding to requesting organizations under this Part
14 until after the City Council has approved the annual budget ordinance.
15 The City Council, in its sole discretion, shall determine the final
16 annual lump sum appropriation amount in the annual budget ordinance
17 for Eastside Grants Program grants. Any funds appropriated to the
18 Committee for Eastside Grants Program grants that are not awarded or
19 that remain unencumbered at the end of a fiscal year shall not be
20 returned to the account of origin but shall carry forward to the next
21 ~~fiscal year for subsequent award by the Committee. The City~~
22 appropriation for the next fiscal year shall not be reduced by the
23 amount of any unencumbered or unawarded residual funds from prior
24 fiscal years.

25 **Sec. 118.908. - Manager of Eastside Grants Program; Responsibilities.**

26 (a) *Staff Support; Mandatory Application Workshop.* The Manager of
27 the Eastside Grants Program (the "Manager") shall be an employee
28 within the Grants and Contract Compliance Division of the
29 Neighborhoods Department who shall provide staff support to the
30 Committee. The Manager, or his or her designee, shall conduct a
31 mandatory application workshop ("Mandatory Application

Workshop") for organizations seeking an Eastside Grants Program grant within 30 days following the effective date of the City Council's approval of allocation of funding to the Eastside Grants Program funded categories. In order for requesting organizations to be eligible to apply for an Eastside Grants Program grant, a requesting organization must attend and complete the Mandatory Application Workshop. The Mandatory Application Workshop shall be noticed to the public in the same manner in which Committee meetings are noticed. The Mandatory Application Workshop shall be conducted twice in May and a requesting organization may attend either workshop to meet the requirement under this Section.

(b) *Courtesy Review of Application Checklist.* Annually from the effective date of the legislation establishing the funding percentage for each funded category established by the City Council for the upcoming fiscal year, and until five business days prior to the grant application deadline, the Manager, or his or her designee, shall provide a courtesy review of a requesting organization's application to confirm whether the application has complied with the eligibility and application requirements in Sections 118.908 and 118.909. The Manager shall

conduct courtesy reviews in person with the requesting organization upon request, and the reviews may be held virtually or in person. Courtesy review appointments shall be scheduled on a first come, first served basis.

(c) *Annual Report to the City Council.* The Manager shall provide the Committee with assistance in providing the annual report required by Chapter 58, *Ordinance Code*.

(d) *Quarterly Report to the City Council.* The Manager, in coordination with the Chair of the Committee, shall provide a quarterly report to the City Council committee of reference

1 charged to review housing, homelessness and related matters
2 regarding the programs, services and initiatives supported by
3 Eastside Grants Program grants and the manner in which such
4 grant funds are being utilized.

5 **Sec. 118.909. - Eastside Grants Program Funded Categories.**

6 (a) *Annual Recommendations.* On or before March 1 of each year, the
7 Committee shall assess the needs of the Eastside community and
8 recommend to the City Council the percentage of funds
9 appropriated by the City Council for the Eastside Grants Program
10 to be allocated to each of the following Eastside Grants Program
11 funded categories:

- 12 (1) Affordable Housing
- 13 (2) Workforce Housing
- 14 (3) Economic development
- 15 (4) Mitigation of homelessness

16 The Committee shall also recommend whether the Committee
17 shall award funding to requesting organizations under this Part
18 via a Request for Proposal pursuant to Chapter 126, *Ordinance*
19 *Code*, or through the grant application process outlined in this
20 Part. For the initial year of Eastside Grants Program (Fiscal
21 Year 2025-2026), the allocation of funding to each funded
22 category shall be: Affordable Housing - 25 percent, Workforce
23 Housing - 25 percent, economic development - 25 percent and
24 mitigation of homelessness - 25 percent. The services, programs
25 and initiatives provided to each funding category should be
26 evaluated through the application.

27 (b) *Annual Establishment.* The City Council shall review the
28 recommendations of the Committee and establish the percentage
29 of funding allocation for each funded category on or before May
30 1 of each year with the exception that the funding allocations
31 for Fiscal Year 2025-2026 shall be as established in Section

1 118.909(a) above. The grant recipients awarded under this Part
2 shall provide programs, services and initiatives within the
3 Eastside to the established funded categories.

4 **Sec. 118.910. - Eligibility to Apply for Eastside Grants Program**
5 **Grants.**

6 (a) *Certain Programs Ineligible.* A requesting organization's
7 program, service or initiative shall be ineligible to receive
8 an Eastside Grants Program grant if the requesting
9 organization's same program, service or initiative receives
10 funding through another City grant program, including but not
11 limited to, the programs listed below:

- 12 (1) Public Service Grant program pursuant to Chapter 118, Part
13 8;
- 14 (2) Kids Hope Alliance program pursuant to Chapter 77;
- 15 (3) Downtown Investment Authority and Office of Economic
16 Development programs pursuant to Chapter 55 and Chapter
17 26, respectively;
- 18 (4) Housing and Community Development Division programs
19 pursuant to Chapter 34, Part 2; and
- 20 (5) Social Services Division programs pursuant to Chapter 28,
21 Part 5.

22 In addition, programs, services and initiatives receiving an
23 Eastside Grants Program grant will be ineligible to receive
24 funding for the same program, service or initiative through any
25 other City program, including but not limited to those listed
26 above.

27 (b) *Eligible Programs and Initiatives.* In order to be eligible to
28 apply for or receive an Eastside Grants Program grant, a
29 requesting organization must meet the following qualifications:

(1) All requesting organizations must operate programs that tangibly affect and improve the Eastside community in accordance with the applicable funded category.

(2) The requesting organization must perform or operate programs, services or initiatives in Duval County, Florida. Grant funds awarded pursuant to this Part shall be used solely to serve residents of the Eastside within Duval County and all expenditures of grant funds shall be in compliance with the obligations set forth in Chapter 118, Parts 1 - 5, of this Chapter.

(c) *Eligibility Documents.* Notwithstanding the prohibition in subsection (a) above, a requesting organization shall include the following eligibility documents listed in subsections (1)-(5) below, as applicable (collectively, the "Eligibility Documents") in its grant application submittal. If a requesting organization fails to include the Eligibility Documents in the form and manner prescribed below, the requesting organization shall be ineligible to apply for an Eastside Grants Program grant and such requesting organization's application shall not be reviewed and evaluated by the Committee. The Eligibility Documents are as follows:

(1) A copy of a good standing certificate issued within the last 12 months by the Florida Division of Corporations evidencing that the requesting organization is in good standing and has been in existence for three years prior to the Eastside Grants Program grant application deadline; and

(2) Either:

a. A copy of the requesting organization's current Charitable Solicitation Permit issued by the State of

1 Florida evidencing that the requesting organization is
2 current on state charitable permitting fees; or
3 b. A state letter of exemption indicating that the
4 organization is exempt pursuant to Section 496.406(3),
5 *Florida Statutes*; and

6 (3) The following financial information as applicable:

7 a. Copies of the requesting organization's fiscal balance
8 sheets and statements of income and expenses for the
9 last two fiscal years of the requesting organization;
10 and

11 b. Copies of the requesting organization's completed and
12 filed federal tax returns for the last three tax years;
13 or

14 c. Organizations exempt from filing federal tax returns
15 shall file:

16 i. IRS certification of exemption; and

17 ii. Copies of audit reports for the last three
18 years. Audit reports shall be conducted in
19 accordance with both GAAS and Government
20 Auditing Standards (GAS) issued by the
21 Comptroller General of the United States, and if

22 applicable the provisions of the Office of
23 Management and Budget Circular A-133 "Audits of
24 States, Local Governments and Non-Profit
25 Organizations" made by a certified public
26 accountant; or

27 iii. For organizations that do not have the required
28 audit reports listed in (ii) above, the
29 organization must submit its financial
30 information in form and substance reasonably
31 acceptable to the Finance Department. The form

1 shall be identified by the department prior to
2 the commencement of the application cycle and be
3 uniform for all organizations completing the
4 form.

5 d. If the organization does not have the financial
6 information requested in subsections (3)a-c above, then
7 the organization must submit its financial information
8 in form and substance reasonably acceptable to the
9 Finance Department. The form shall be identified by the
10 department prior to the commencement of the application
11 cycle and be uniform for all organizations completing
12 the form.

13 (4) A copy of the completed Mandatory Application Workshop
14 certificate issued by the Manager evidencing the requesting
15 organization's compliance with the Mandatory Application
16 Workshop pursuant to Section 118.908 herein; and

17 (5) An original and accurate affidavit as verified by the
18 Manager, in the form provided by the Office of General
19 Counsel, executed by the requesting organization's
20 executive director, chief executive or operating officer,
21 president, vice president or board chairman certifying

22 that:

23 a. The requesting organization's program, service or
24 initiative will be operated in Duval County, Florida and
25 serve the people of the City within the Eastside;

26 b. The requesting organization's program, service or
27 initiative will serve an Eastside Grants Program funded
28 category for the grant application cycle in which the
29 requesting organization is applying for a grant;

30 c. The requesting organization's program, service or
31 initiative is not receiving funding from any of the City

1 programs listed in Section 118.910(a) for the fiscal
2 year in which the requesting organization is applying;

3 d. The requesting organization's appropriation request for
4 multiple or single programs, services or initiatives
5 does not exceed in the aggregate 24 percent of the
6 requesting organization's annual revenue (as shown on
7 filed tax returns) averaged over the previous three tax
8 years;

9 e. The requesting organization is in compliance with the
10 terms of all existing City agreements in which the
11 requesting organization is a party; and

12 f. The requesting organization is in compliance with all
13 applicable federal, state, and local laws, rules,
14 regulations and ordinances, as the same may exist and
15 may be amended from time to time.

16 (c) *Eligibility Notification.* The Manager shall notify requesting
17 organizations in writing within three business days of the
18 Manager's decision to deem a requesting organization eligible
19 or ineligible to apply for an Eastside Grants Program grant. In
20 those instances where a requesting organization is deemed
21 ineligible, such notice shall specify the reasons for the
22 requesting organization's ineligibility and information
23 regarding the appeals procedure set forth in Section 118.915.
24 The Committee shall be informed by the Manager of the requesting
25 organizations deemed to be ineligible pursuant to this Section
26 at the earliest Committee meeting following the Manager's
27 determination.

28 (d) *Waiver of Eligibility Requirements.* The eligibility requirements
29 set forth in this Section may not be waived except by two-thirds
30 vote of the City Council.

31 **Sec. 118.911. - Application Requirements.**

1 (a) *Application Deadline.* A requesting organization may submit an
2 Eastside Grants Program grant application after the date that
3 the City Council approves the percentage of funds allocated to
4 each Eastside Grants Program funded category pursuant to this
5 Part, but no later than July 1 of each fiscal year, with the
6 exception that applications for the initial Eastside Grants
7 Program grant cycle (Fiscal Year 2025-2026) shall be due no
8 later than **March 30, 2026**. Applications may be submitted in
9 person or electronically as prescribed by the Manager.

10 (b) *Application Contents.* Each application for an Eastside Grants
11 Program grant submitted by a requesting organization pursuant
12 to this Part shall contain the following information:

13 (1) The Eligibility Documents pursuant to Section 118.910.

14 (2) A Cover Page containing the following information:

15 a. Name of the requesting organization;

16 b. Name of the program, service or initiative;

17 c. The Eastside Grants Program funded category that the
18 program, service or initiative will serve;

19 d. Amount of the appropriation request;

20 e. The fiscal year for which the requesting organization
21 is submitting an appropriation request;

22 f. The following certification executed (electronically or
23 manually) by the executive director, chief executive or
24 operating officer, president, vice president or board
25 chairman in the form below:

26 "I, name/title, hereby certify that the information
27 and representations contained in this fiscal year
28 _____ Eastside Grants Program grant application is
29 true and correct."

30 By: _____

31 Print Name/Title: _____

Date: _____

(3) A section entitled "Organization Background and Experience" containing a description of the organization's board (number of members, length of service of each member, and professional experience of each member), executive staff (e.g., executive director, chief executive or operating officer, chief financial officer), and the organization's experience and accomplishments within the Eastside and in the area of the funded category applied for. This section may without limitation describe the organization's mission, future plans, and major programs, services or initiatives that support Duval County and/or the Eastside (maximum three pages).

(4) A section entitled "Program/Service/Initiative Overview" containing a description of the program, service or initiative and how it will address the applicable Eastside Grants Program funded category applied under. This section may include without limitation partnerships with other programs or organizations as applicable (maximum three pages).

~~(5) A section entitled "Program/Service/Initiative Activities"~~
containing a list of all activities that the program or initiative will offer or provide and a brief description of each activity (maximum one page).

(6) A section entitled "Program/Service/Initiative Management and General Overhead" containing a description of the management and staff positions that will be needed to successfully operate the program, service or initiative and the general overhead of the organization. This section may include, without limitation, potential fundraising capacity, plan, strategy and funding partners for the

1 program, service or initiative as well as how the program,
2 service or initiative will be sustained in future years
3 (maximum three pages).

4 (7) A section entitled "Operating Budget and Budget Narrative"
5 which lists all line-item expenses and revenues to operate
6 the program, service or initiative during the fiscal year
7 and contains a brief description of each line item expense.
8 The expenses and revenues must balance (maximum two pages,
9 not including the approved form)

10 (8) A section entitled "Program/Service/Initiative Impact and
11 Effectiveness" containing a description of: (i) the
12 program, service or initiative's goals and objectives and
13 how attainment of the goals and objectives will be
14 measured; (ii) the program, service or initiative's
15 achievements during the year immediately preceding the
16 application or, for new programs, services or initiatives,
17 a description of national studies, qualitative measures,
18 best practices and successes of similar programs, services
19 or initiatives, citing the sources and national standards
20 relied upon for this information; (iii) the projected
21 ~~program/service/initiative impact on the Eastside Grants~~

22 Program funded category and the anticipated number of
23 people or area of Eastside to be served by the program,
24 service or initiative; and (iv) a listing of each
25 noncompliance incident within the past three years that
26 has resulted in the requesting organization being placed
27 on the Council Auditor's Chapter 118 noncompliance list.
28 Such list shall set forth with respect to each
29 noncompliance incident: (a) the noncompliance dates (e.g.,
30 the start date and end date), and (b) an explanation for
31 the noncompliance (maximum four pages, not including the

1 information required in item (iv) above).

2 (c) *Application Format*. The application shall have one-inch margins
3 and contain no more than 16 single-sided, double-spaced 8½ inch
4 by 11 inch pages. The font style shall be Times New Roman or
5 Arial with a minimum font size of 11 points and a maximum font
6 size of 12. The Cover Page and Eligibility Documents will not
7 be counted as part of the 16-page limit. The Eligibility
8 Documents may be included as appendices. The Committee may
9 create a form application consistent with the requirements of
10 this Part, provided that the Committee may not add to or remove
11 any of the application contents prescribed in subsection (b)
12 above without City Council approval. Eastside Grants Program
13 grant applications submitted electronically shall approximate
14 the format required in this subsection (c) to the greatest extent
15 possible.

16 (d) *Interviews*. The Committee may, in its sole discretion, conduct
17 interviews of requesting organizations in a funding category
18 regarding their respective Eastside Grants Program grant
19 applications. If the Committee elects to interview one
20 requesting organization in a funded category, the Committee
21 shall also interview the other requesting organizations in said
22 funded category. Any interviews conducted by the Committee
23 pursuant to this subsection shall be after the grant application
24 deadline but prior to October 1, with the exception that the
25 Committee may conduct such interviews through May 31, 2026, for
26 the first cycle of grant applications for Fiscal Year 2025-2026.
27 The Committee shall notify the requesting organization of the
28 place and time of the interviews. Such interviews shall be
29 conducted pursuant to Florida's open meetings laws and for the
30 sole purpose of the requesting organization verbally explaining,
31 clarifying or justifying to the Committee any information

1 contained in the requesting organization's application. A
2 requesting organization shall not add any new written
3 information or materials to its application, or present any new
4 written information or materials to the Committee regarding its
5 application, during such interviews.

6 (e) *Certain Communications Prohibited During the Application Scoring*
7 *Period.* During the Application Scoring Period, a requesting
8 organization shall be prohibited from communicating with
9 Committee members, the Manager, and other City employees
10 involved in the Eastside Grants Program grants process regarding
11 an application submitted by such organization pursuant to this
12 Part. For purposes of this Section, the "Application Scoring
13 Period" shall mean the period each fiscal year commencing on the
14 day immediately following the Committee application deadline in
15 Section 118.911 and ending on the day that the Manager has
16 received the scoring for all eligible applications pursuant to
17 Section 118.912. This prohibition also includes communications
18 by a requesting organization with the City's Office of General
19 Counsel unless the Manager has authorized such communications
20 in advance. This prohibition shall not apply to the following
21 communications:

- 22 (1) Communications to the Manager regarding matters of process
23 or procedure contained in this Part, including, but not
24 limited to, the grant appeals procedure in Section 118.915;
- 25 (2) Communications during any publicly noticed meeting under
26 Chapter 286, *Florida Statutes*, including, but not limited
27 to, Committee meetings and subcommittee meetings; and
- 28 (3) Communications that are necessary and solely related to
29 the ordinary course of business concerning a requesting
30 organization's existing Eastside Grants Program grant
31 contract(s), if any.

1 (f) *Disqualification; Notification.* If a requesting organization's
2 application fails to include the items and section headings
3 specified in this Section 118.911, or fails to meet the format
4 requirements of subsection 118.911(c) above, such application
5 shall not be considered and reviewed by the Committee. As long
6 as an application contains the required section headings
7 outlined above, together with some information describing the
8 same, and is properly formatted, such application shall be
9 deemed to have complied with the requirements of this Section.
10 Failure by a requesting organization to provide adequate
11 information under each required section may result in a lower
12 application score and ranking.

13 The Manager shall notify requesting organizations, in
14 writing, within three business days of the Manager's decision
15 to qualify or disqualify such requesting organization's
16 application from consideration and review by the Committee. Such
17 notice shall specify the reasons for the disqualification and
18 the requesting organization's right to appeal the decision
19 pursuant to the procedures set forth in Section 118.915. The
20 Manager shall inform the Committee of the requesting
21 organizations deemed by the Manager to be disqualified pursuant
22 to this Section at the earliest Committee meeting following the
23 Manager's determination.

24 **Sec. 118.912. - Review, Evaluation and Scoring of Applications by**
25 **Committee.**

26 (a) *Scoring Committees; Deadline.* The Committee may create a scoring
27 subcommittee for each Eastside Grants Program funded category
28 and all grant applications belonging to such category shall be
29 reviewed, scored and evaluated by said scoring subcommittee,
30 provided however that no application shall be scored by fewer
31 than three members of the Committee. Members may be assigned by

1 the Chair to more than one scoring subcommittee established for
2 a given category; however, the same group of members (three or
3 more) assigned to a scoring subcommittee must score each
4 application assigned to the subcommittee for review. If a member
5 is unable to review, score and evaluate all of the applications
6 assigned to a scoring subcommittee, the Chair shall assign a new
7 member to replace such member. The score sheets for any
8 application completed by any such replaced member shall not be
9 used and the new assigned member shall independently review,
10 evaluate and score the applications assigned to such scoring
11 subcommittee. In the event that the Committee membership is less
12 than five members, all members of the Committee shall be required
13 to score each grant application. Members shall review, score and
14 evaluate applications and forward completed score sheets for each
15 application to the Manager on or before October 1 of each year
16 with the exception that the score sheets for the first round of
17 grant applications for Fiscal Year 2025-2026 shall be completed
18 and submitted to the Manager on or before July 1, 2026.

- 19 (b) *Scoring and Rankings.* A score sheet containing the evaluation
20 criteria, together with the maximum points assigned to each
21 criterion pursuant to Section 118.912(c) below, shall be used
22 to evaluate applications. Each member shall record the scores
23 given to each criterion on the score sheet. The score sheet
24 shall be retained by the Manager and made available for review
25 as public record at such time that the scoring for all eligible
26 applications is completed. City staff shall not score
27 applications nor provide scoring suggestions to members of the
28 Committee. The Manager shall rank each application belonging to
29 an Eastside Grants Program funded category from highest to
30 lowest (e.g., first, second, third, etc.) based on the average
31 of the scores contained on the score sheets for each application.

1 Upon determining the average score for each application, the
2 Manager shall discard any individual application score that is
3 20 points more or less than such average score and recalculate
4 the average score for said application based on the remaining
5 scores. An application must have an average score of 70 points
6 or more to be awarded grant funds pursuant to this Part. The
7 Committee shall establish a uniform procedure for breaking tied
8 scores.

9 (c) *Evaluation Criteria.* The Committee shall evaluate and score
10 Sections 118.911(b) (3)-(8) of each Eastside Grants Program grant
11 application based upon the following evaluation criteria and
12 maximum assigned points to each criterion:

- 13 (1) Quality of the program, service or initiative (maximum 20
14 points);
- 15 (2) Strength of staff and board (maximum five points);
- 16 (3) Requesting organization's ability to administratively
17 manage the program, service or initiative and budget
18 (maximum ten points);
- 19 (4) Need for the program, service or initiative within the
20 applicable funded category and the Eastside (maximum 15
21 points);
- 22 (5) Impact of the program, service or initiative (maximum 15
23 points) on the applicable funded category and the Eastside;
- 24 (6) Accuracy and appropriateness of the program, service or
25 initiative budget (maximum 15 points);
- 26 (7) Ability of the requesting organization to perform and/or
27 complete the program, service or initiative, as applicable
28 (maximum 15 points); and
- 29 (8) Ability of the proposed measures to evaluate the
30 effectiveness of the program, service or initiative
31 (maximum five points).

1 (d) *Tentative Adoption of Rankings by Committee.* The Committee
2 shall announce the rankings for each application belonging to
3 an Eastside Grants Program funded category at a meeting in the
4 first full week of October of each year and adopt a tentative
5 ranking and funding allocation list. For the Fiscal Year 2025-
6 2026 grant cycle, the Committee shall announce the rankings for
7 each application belonging to an Eastside Grants Program funded
8 category at a meeting in the first full week of **November**. Copies
9 of each requesting organization's completed score sheets,
10 together with any other supporting information or justification
11 from the application scorer regarding the application score,
12 shall be made available to requesting organizations at such
13 meeting. A requesting organization will also be notified in
14 writing by the Manager of its application score and ranking. A
15 requesting organization may appeal a score sheet or ranking
16 decision made pursuant to this Part through the appeals
17 procedure set forth in Section 118-915.

18 **Sec. 118.913. - Funding Allocations by Committee; Grant Award**
19 **Limitations.**

20 (a) *Limitations on Grant Awards.* Individual grants within each
21 Eastside Grants Program funded category shall be based on the
22 high score model for funding purposes. The high score model
23 shall award 100 percent of requested funding for the highest-
24 ranked score up to the maximum amount of \$250,000. The next
25 highest-ranked score shall be awarded 100 percent of the
26 requested funding up to \$250,000 and so on until the funds are
27 exhausted.

28 (b) *Final Funding Allocations.* After the City Council adopts the
29 annual budget ordinance and on November 1 of each year, the
30 Committee shall allocate funding to requesting organizations
31 based on the application scoring and rankings pursuant to this

Part in an amount not to exceed the appropriation for Eastside Grants Program grants contained in the annual budget ordinance with the exception that the Committee shall allocate funding for Fiscal Year 2025-2026 grant cycle on or before December 1, 2026. The Committee's final funding allocations shall be adopted by the Committee at a public meeting following the tentative adoption required in Section 118.912(d) and the appeals procedures outlined in Section 118.915. Upon final adoption of the funding allocations by the Committee, the Eastside Grants Program grant recipients shall execute an agreement between the recipient and the City in accordance with Section 118.201, Ordinance Code. The Committee shall forward a complete list of Eastside Grant Program grant recipients and funding allocations to the Council Auditor's Office, the Office of the Mayor, the City Council and the Director of the Finance Department.

Sec. 119.914. - Amendments to Eastside Grants Program Grant Budgets by Recipients; Approval by Manager.

The Manager may approve budget changes to a recipient's Eastside Grants Program grant agreement so long as such budget changes are within ten percent of approved budget line items contained in the recipient's Eastside Grants Program grant application.

Sec. 118.915. - Eastside Grants Program Grant Appeals Board; Appeals Procedure.

(a) *Appeals Board Responsibility; Composition.* The Eastside Grants Program Grants Appeals Board (the "Appeals Board") shall hear and make final determinations on all appeals made by requesting organizations pursuant to this Section. The Appeals Board shall consist of three members: (i) the Chair of Committee, (ii) the Manager, and (iii) the Chief of Procurement, or his or her designee. The Manager shall be the Chair of the Appeals Board.

1 (b) *Notice of Meetings; Standard of Review.* All meetings of the
2 Appeals Board shall be quasi-judicial, noticed and open to the
3 public. The standard of review for the Appeals Board shall be
4 *de novo* as to the specific matters contained in the requesting
5 organization's Notice of Appeal.

6 (c) *Appealable Matters.* A requesting organization may only appeal a
7 tentative funding allocation or eligibility decision regarding
8 the requesting organization's grant application to the Appeals
9 Board for one or more of the application or scoring defects
10 stated below:

11 (1) Mathematical errors contained on the application score
12 sheet or tentative funding allocation spreadsheet;

13 (2) An error by the application scorer in deducting points from
14 a requesting organization's application score for not
15 including a required application item or attachment that
16 was included in the requesting organization's application
17 submittal and such error was determinative in the
18 requesting organization's inability to receive a funding
19 allocation;

20 (3) A minor irregularity in the application contents or
21 ~~requirements which (i) is not prohibited under Section~~
22 118.911; (ii) adversely impacts a requesting
23 organization's eligibility or application score and
24 ranking; and (iii) will not result in an unfair competitive
25 advantage to the requesting organization if such
26 irregularity is waived;

27 (4) An error made by the Manager in the eligibility
28 determination or disqualification of a requesting
29 organization's application from consideration pursuant to
30 Sections 118.910 and 118.911, respectively; and

31 (5) A determination made by the Manager that a requesting

organization's application is ineligible or disqualified due to such organization being on the Council Auditor's Chapter 118 noncompliance list.

(d) *Appeals Deadline; Contents; Procedures.* A requesting organization shall have five business days from the decision date of the Committee or Manager, as applicable, to deem a requesting organization ineligible to apply for an Eastside Grants Program grant under Section 118.910, disqualify an application under Section 118.911 or tentative funding allocation under Section 118.912 to file a Notice of Appeal. The Notice of Appeal shall be addressed to the Manager and must:

- (1) Identify one or more of the stated reasons in Section 118.915(c) above for the appeal and include any supporting documentation or information evidencing the same;
- (2) State the timeliness of the appeal; and
- (3) State the amount of the requesting organization's application grant request and the Committee's tentative funding allocation.

The Appeals Board shall meet as soon as practicable to hear appeals and render final decisions to grant or deny the same.

~~The Appeals Board shall afford requesting organizations, and as~~
applicable the Committee member(s) pertinent to the appeal, an opportunity to comment at the Notice of Appeal meeting, and the Appeals Board shall notify the Committee of the results and final determinations regarding each appeal.

(e) *Remedy.* Any appeals filed under Sections 118.915(c)(4) and (5) above and granted in favor of the requesting organization by the Appeals Board shall be immediately allowed into the grant review and evaluation process and the Chair shall assign such application to the Committee or scoring subcommittee for review, as applicable. In instances where the Committee must make

1 adjustments to tentative funding allocations based on the appeal
2 outcome, the Chair shall call a special meeting of the Committee
3 to make adjustments to the tentative funding allocations and
4 adopt final funding allocations pursuant to this Part.

5 (f) *Additional Procedures.* The Appeals Board may promulgate
6 additional appeals procedures consistent with the procedures
7 contained in this Section.

8 (g) *Appeals Board Decisions to be Final.* All decisions of the Appeals
9 Board shall be final and non-appealable.

10 **Sec. 118.916. - Dates and Times.**

11 In the event that any of the dates referenced in this Part falls
12 on a Saturday, Sunday or City-observed holiday, such date shall be
13 extended automatically until the next business day. Requesting
14 organizations shall have until the close of business based on the
15 City's normal operating hours to submit any applications, information
16 or documentation, including appeals, under this Part.

17 **Section 3. Severability.** The provisions of this Ordinance,
18 including sections and subsections within the Ordinance, are intended
19 to be severable and if any provision is declared invalid or
20 unenforceable by a court of competent jurisdiction, such provision
21 ~~shall be severed and the remainder shall continue in full force and~~
22 effect, with the Ordinance being deemed amended to the least degree
23 legally permissible.

24 **Section 4. Codification Instructions.** The Codifier and the
25 Office of General Counsel are authorized to make all chapter and
26 division "table of contents" consistent with the changes set forth
27 herein. Such editorial changes and any other necessary to make the
28 *Ordinance Code* consistent with the intent of this legislation are
29 approved and directed herein, and the changes to the *Ordinance Code*
30 shall be made forthwith and when inconsistencies are discovered.

31 **Section 5. Effective Date.** This Ordinance shall become

1 effective upon signature by the Mayor or upon becoming effective
2 without the Mayor's signature.

3
4 Form Approved:

5
6 _____
7 Office of General Counsel

8 Legislation Prepared By: Mary E. Staffopoulos

9 GC-#1716121-v1-Eastside_Grants_Program_-_Opioid_Model.docx

Council Member Jimmy Peluso Proposed Amendments to the Draft Ordinance Establishing an Eastside Community Grants Program:

1. Remove Sec. 118.906. - Application for Eastside Grants Program grants. Rational being that this is redundant, HERO's bylaws will direct this.
2. Add clarifying language to page 8. Line 22 to include non-profits and businesses. Rational being we've had lots of community confusion over what the current language allows.
3. Add language to page two noting that Initial appointments for the neighborhood appointees will be submitted to the City Council for confirmation. Subsequent appointments will be selected through an internal process by HERO, Inc.
4. Remove page 10, line 5, (k) which requires proof of a cash match.
5. Ensure language for HERO, Inc. states that all board meetings shall be held in a publicly accessible location and shall be noticed and open to the public.
6. Remove language on page 4, line (26): "(3) Kids Hope Alliance pursuant to chapter 77." This ensures if a non-profit receives KHA funds, they can also receive Eastside CBA funds.
7. Eastside CBA funds shall only be disbursed to for-profits, non-profits and not-for-profits, for the purposes of programming directly intended to support the public good of the Eastside. Monies from the Eastside CBA shall not be paid out directly to an individual.
8. Eastside CBA shall establish its own procurement process

Clarification items:

1. If the ORD limits the administrative costs to \$200k a year, does this only mean staff? Or does it only mean contracted administrative services? Such as a CPA, consultant for small businesses, etc.
2. Please clarify the role of the Office of General Counsel and the Council Auditor's Office



Eastside Community Benefits Agreement

CM Jimmy Peluso



CBA Money can do some of these things



Homelessness

- Prevention
- Food Assistance
- Temporary Housing



Housing

- Home Repair
- New construction
- Payment Assistance
- Senior Assistance



Workforce Development

- Job Training
- Economic Development
- Commercial Corridors
- Micro Grants
- Youth Activities

What did the CBA **first** look like?

- June 2024 (Jaguars deal):
 - Jaguars committed to funding PARKS, “EASTSIDE” PROJECTS
 - Expected amount was \$30M
 - Expected timeframe to begin funding in October 2028
 - There was NO PLAN for how money got spent
- City Council then created the “CBA 2.0 Committee”

CBA 2.0 Committee timeline

- Tasked with figuring out payments for the “Citywide” CBA and “Eastside” CBA.
- Lots of City Council Special CBA 2.0 Meetings!
 - July 22, 2024
 - Aug 12, 2024
 - Aug 13, 2024
 - Aug 26, 2024
 - Sept 6, 2024
 - Sept 12, 2024
- Councilmember Arias met July 29th with us to discuss governance and structure

CBA 2.0 Committee (Supplemental CBA)

- What changed??
 - After listening to the community, CM Peluso was able to push for the following:
 - \$40M would be paid out to the Eastside by 2030
 - Minimum of \$4M per year
 - A 501(c)3 non-profit would be created to disperse the funds, ensuring the City doesn't dictate where it goes
 - Things we are waiting to finalize:
 - Tax Increment Financing (TIF) District
 - Structure of the Board (we have an idea for it!)

Other CBA Committee Actions

- CBA Committee asked to have a 501(c)3 non-profit established
 - HERO was established as the non-profit
 - It will be the organization that disperses funds

What will the Historic Eastside Restoration Organization (HERO) Board Look like?*

- We are finalizing it now!
- 9 Total Members, 2-year appointment (can re-up)
 - 5 Members/residents of the Eastside Neighborhoods
 - 1 Appointed by the Jaguars
 - 2 Appointed by the City Council (can be anyone)
 - 1 Appointed by the Mayor (could be anyone)
- The Board will be a Sunshine Board
 - Must provide public notice before doing anything
- The Board is unpaid

HERO Board (cont.)*

- For the first two years, ALL appointees will go through City Council
- After 2 years, the 5 Eastside Board Members will be selected

*Legislation is not finalized, so this is subject to change

Powers of the Board

- The Board must (or shall):
 - Put together a budget that will be presented to City Council each year
 - Establish goals/metrics for success per year
 - Conduct an annual audit
 - Notice any and all public meetings IAW State Law
 - Establish bylaws
 - Spend funds in accordance to their Budget
 - Establish programs & criteria to receive funding
 - Establish process to bid out contracts

Powers of the Board (cont.)

- The Board may:
- Hire staff (will have limited budget ~\$200K a year)
- Establish sub-committees (may include non board members)
- Establish Membership/Nominating Committee for Eastside Board Members
- Enter into contracts
- Hold meetings whenever they choose

Why this model (similar to Cultural Council) works

- It gives the Eastside the most autonomy
 - City still has the power to step in, but they won't be administering day-to-day
 - City has a tendency to languish. HERO will be able to be quicker to operate & spend funds
 - City has a grant department that tends to be slow...
 - Gives Eastside residents their own process for selecting new board members (after 2 years)
- Questions I still have:
 - Relationship with the Procurement Dept
 - Relationship with City Auditors Office
 - Relationship with General Counsel's Office
 - Infrastructure spending!

Next Steps

- **Oct 8th at 3pm** - noticed meeting with CM Arias and Peluso
 - To discuss the current Ordinance, & provide recommended changes
 - Discuss the TIF as a future funding source
 - To hear from the community
- **Oct 15th - CBA 2.0 Meeting**
 - Expect to vote on changes to Ordinance & pass it, sending it to the City Council next

Questions?

EASTSIDE COMMUNITY BENEFITS PROGRAM ORDINANCE

A Balanced, Accountable, Community-Led Model for the \$40 Million Eastside CBA Investment

Why This Ordinance Matters?

This ordinance creates the Eastside Community Benefits Program to govern how the \$40 million in Community Benefits Agreement (CBA) funds are invested in housing, economic development, and anti-displacement efforts. It provides a structure that is transparent, legally enforceable, community-centered, and sustainable long-term.

What This Ordinance Does?

• Two-Phase Governance Model

- *Phase 1*: Eastside CBA Board (City-based, majority Eastside residents, training and shadowing).
- *Phase 2*: A new independent 501(c)(3) — takes over within 24 months only after bylaws, staff, bank accounts, financial controls, and audit readiness are in place.

• Board Structure

- 9 members total: 7 voting (1 Council Committee, 1 Mayor, and 5 Eastside stakeholders), 2 non-voting (Jaguars + Council President).
- In Phase 2, Mayor and Council appointments still require confirmation; community seats do not.

• Financial Safeguards & Accountability

- 12.5% administrative cost cap. (less than 13.5% for Cultural Council/within federal norms)
- Separate bank account, annual independent audit, quarterly reports to Council.
- KPIs for housing, small business support, anti-displacement, workforce programs.
- Corrective action, suspension, or recovery of funds if misuse or nonperformance occurs.

• Affordable Housing – Flexible Definition

- Uses Florida Statute §420.9071, HUD, or LIHTC definitions rather than a rigid “80% AMI only” rule.
- Allows the Board to adjust affordability based on market conditions and community needs.

Why This Model Is Better?

Model	Problem	This Ordinance Solves It
City / Opioid Grant Model	City keeps all control; no pathway to community ownership	Starts with City oversight, then transitions to nonprofit with clear benchmarks
HERI / Cultural Council	Immediate handoff of \$40M to one nonprofit; no safeguards; not fiscally responsible	Creates a <i>new</i> nonprofit after governance, staffing, & fiscal controls are in place
Our Two-Phase Ordinance	Balanced, realistic, fundable, community-led; accountable	☒ Yes

Why Council Should Adopt This Framework?

- ✓ Money can begin flowing now while long-term structure is built safely.
- ✓ Built from months of open community meetings — not behind closed doors.
- ✓ Protects taxpayer dollars while giving Eastside Community a real voice and eventual ownership.
- ✓ We are asking for this ordinance to be used as the working draft to move forward.

1 Introduced by the Special Committee on the Community Benefits
2 Agreement 2.0 (Council Members Arias, Salem, Amaro, Clark-Murray and
3 Peluso):

4
5 **ORDINANCE 2025-**

6 AN ORDINANCE ESTABLISHING THE EASTSIDE COMMUNITY
7 BENEFITS PROGRAM TO ADMINISTER AND DISTRIBUTE
8 FUNDS PURSUANT TO THE SUPPLEMENTAL JACKSONVILLE
9 STADIUM COMMUNITY BENEFITS AGREEMENT; CREATING
10 THE EASTSIDE CBA BOARD; PROVIDING FOR A
11 TRANSITION TO AN INDEPENDENT 501(C)(3) ENTITY;
12 PROVIDING FOR PROGRAM ADMINISTRATION, FUNDING
13 ALLOCATION, OVERSIGHT, AND ENFORCEMENT;
14 PROVIDING FOR CODIFICATION AND AN EFFECTIVE
15 DATE.

16
17 **BE IT ORDAINED** by the Council of the City of Jacksonville:

18 **Section 1. Recitals.** The recitals above are true and correct
19 and incorporated herein by this reference.

20 **Section 2. Creating a new Part 9 (Eastside Community**
21 **Benefits Program), Chapter 118 (City Grants), Ordinance Code.** A
22 new Part 9 (Eastside Community Benefits Program), Chapter 118 (City
23 Grants), *Ordinance Code*, is hereby created to read as follows:

24 **CHAPTER 118 - CITY GRANTS**

25 * * *

26

1 **PART 9. - EASTSIDE COMMUNITY BENEFITS PROGRAM Sec.**

2 **118.901 - Creation and Purpose.**

3 **(a) Establishment of Program.**

4 There is hereby created an *Eastside Community Benefits Program*
5 ("Program") to administer and distribute funds allocated to the
6 Eastside community pursuant to the Supplemental Jacksonville
7 Stadium Community Benefits Agreement, approved and authorized by
8 Ordinance 2024-905-E.

9 **(b) Program Objectives.**

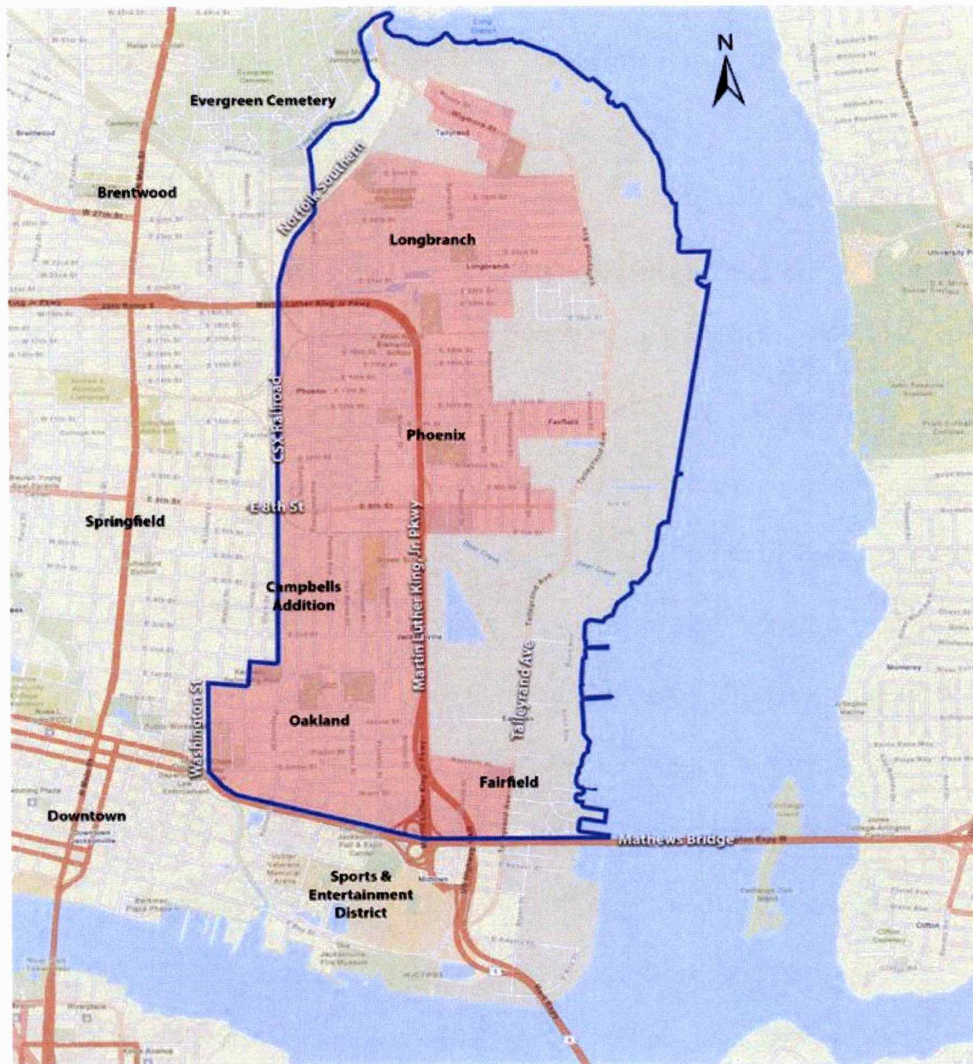
10 The purpose of the Eastside Community Benefits Program is to
11 ensure fair, transparent, and community-centered investment in
12 programs, services, and initiatives that support:

- 13 (1) Affordable Housing;
- 14 (2) Workforce Housing;
- 15 (3) Economic development, including support for small
16 businesses; and
- 17 (4) Mitigation of homelessness and displacement within the
18 Eastside.

19 **(c) Geographic Scope.**

20 For purposes of this ordinance, the term *Eastside* shall refer to
21 the neighborhood area illustrated in Figure 1 below, and further
22 defined in Section 118.902 (Definitions).

Figure 1: Eastside Map



(d) Two-Phase Implementation Structure.

The Program shall be implemented in two phases:

Phase 1: Administration by the *Eastside CBA Board*, an entity operating under the City of Jacksonville.

Phase 2: Administration transitions to an independent 501(c)(3) nonprofit entity to be formed, referred to herein as NewCo 2.0, following satisfaction of benchmarks in Section 118.904.

1 **(e) Applicability of City Grants Rules.**

2 Except where otherwise provided in this Part 9, the provisions of
3 Chapter 118, Parts 1 through 5 of the Ordinance Code shall apply
4 to the administration of the Eastside Community Benefits Program.
5

6 **Sec. 118.902 - Definitions.**

7 For purposes of this Part, the following terms shall have the
8 meanings set forth below or as referenced within the specific
9 Sections of this ordinance:

10 **(a) Affordable Housing**

11 Means housing that meets one of the following criteria:

- 12 (1) Housing for which rent or monthly mortgage payments
13 (including taxes, insurance and utilities) do not exceed
14 thirty percent (30 %) of a household's gross income and
15 which is targeted to households at or below eighty percent
16 (80 %) of the Local Area Median Income (AMI), adjusted for
17 household size;
- 18 (2) Housing identified as "affordable housing" in § 420.9071,
19 Florida Statutes, as amended, and in any successor statute
20 or regulation; or
- 21 (3) Housing for which the Eastside CBA Board (Phase 1) or NewCo
22 2.0 Board (Phase 2) finds that the developer/owner has
23 entered into a subsidy or regulatory agreement (e.g.,
24 LIHTC, HOME, SHIP) that imposes an affordability covenant
25 for at least fifteen (15) years and meets standards
26 established by the Board.

1 The Eastside CBA Board (Phase 1) or NewCo 2.0 Board (Phase 2)
2 may adopt by resolution additional categories or criteria for
3 "Affordable Housing" that are consistent with state or federal
4 programs and reflect changes in housing finance, market conditions,
5 or policy objectives.

6 **(b) Eastside**

7 Means the geographic area shaded in Figure 1 of Section 118.901
8 and located generally within the boundaries identified therein.

9 **(c) Eastside Strategic Focus**

10 Means economic development, Affordable Housing, Workforce Housing,
11 and mitigation of homelessness in the Eastside as provided in the
12 Supplemental Jacksonville Stadium Community Benefits Agreement
13 authorized by Ordinance 2024-905-E.

14 **(d) Local Area Median Income (AMI)**

15 Means the median gross income for Duval County, Florida, as
16 published annually by the U.S. Department of Housing and Urban
17 Development (currently the Jacksonville, FL HUD Metro FMR Area).

18 **(e) Workforce Housing**

19 Means housing that is not Affordable Housing but is housing on
20 which the occupant is paying no more than 30 percent of the amount
21 that is equal to 120 percent of the Local Area Median Income for
22 housing costs, including utilities.

23
24 **Sec. 118.903 - Phase 1: Eastside CBA Board.**

25 **(a) Establishment.**
26

1 There is hereby created the *Eastside Community Benefits*
2 *Agreement Board* ("Eastside CBA Board" or "Board"), which shall
3 oversee and administer the Eastside Community Benefits Program
4 during Phase 1. The Board shall operate as a City-based entity
5 until transition to NewCo 2.0 under Section 118.904.

6 **(b) Purpose and Decision-Making Standards.**

7 (1) All actions, decisions, and recommendations of the Board
8 shall be guided by the measurable impact on the Eastside
9 community, prioritizing equitable development, prevention
10 of displacement, and long-term community benefit.

11 (2) The Board shall adopt and publicly post bylaws that
12 include procedures for quorum, voting, amendments,
13 prevention of private inurement, conflict-of-interest
14 disclosures, and opportunities for community input.

15 (3) Amendments to bylaws shall require public notice and an
16 opportunity for community comment before adoption.

17 **(c) Composition.**

18 The Board shall consist of nine (9) members:

19 Seven (7) voting members:

20 • One appointed by the City Council Special CBA Committee
21 2.0;

22 • One appointed by the Mayor;

23 • Five recommended by Historic Eastside community leaders;

24 Two (2) non-voting members:

25 • One current employee of Jacksonville Jaguars, LLC ("JJL"),
26 selected by JJL;

- One appointed by the City Council President.

(d) Confirmation and Qualifications.

(1) All initial Board members shall be confirmed by the City Council.

(2) Preference shall be given to individuals with experience in community development, grants management, workforce or small business development, housing, nonprofit governance, or with ties to the Eastside community.

(e) Terms of Service.

(1) Community-appointed voting members shall serve staggered four-year terms beginning October 1, or upon City Council confirmation, whichever occurs first.

(2) Of the initial community-appointed members, three shall serve four-year terms and two shall serve three-year terms as determined by the Board.

(3) Initial appointees of the City Council, Mayor, and Jacksonville Jaguars shall serve initial three-year terms.

(4) Members may serve no more than two consecutive full terms. Partial terms (less than 50% of a full term) shall not count toward term limits.

(f) Removal.

(1) Members appointed by the Mayor serve and may be removed at the pleasure of the Mayor.

(2) Members appointed by the City Council serve and may be removed at the pleasure of the City Council.

1 **(g) Training Requirement.**

2 Members of the Eastside CBA Board shall participate in required
3 training developed or recommended by the City Council's Special
4 Committee on the CBA 2.0, including:

- 5 (1) Florida Sunshine Law and Public Records requirements;
6 (2) Ethics and conflict-of-interest rules;
7 (3) Procurement and contract compliance;
8 (4) Grantmaking, financial reporting, and monitoring
9 procedures; and
10 (5) Shadow or mentorship sessions with the Opioid Settlement
11 Proceeds Grant Program, the Cultural Council, or similar
12 entities.

13 **(h) Organizational Procedures.**

- 14 (1) The Board shall elect officers consistent with Chapter
15 50, Ordinance Code.
16 (2) A majority of voting members present shall be required
17 to take official action; quorum is established at five
18 (5) voting members.
19 (3) Meetings shall comply with Florida's Government in the
20 Sunshine Law, including public notice, accessibility,
21 and minutes.

22 **(i) Administrative Support.**

23 The City of Jacksonville shall provide administrative and staff
24 support to the Board during Phase 1.
25
26

1 **Sec. 118.904 - Phase 2: Transition to Independent Nonprofit Entity**
2 **("NewCo 2.0").**

3 **(a) Transition Timeline.**

4 Within twenty-four (24) months of the effective date of this
5 Ordinance, the Eastside CBA Board shall transition administration
6 of the Eastside Community Benefits Program to an independent
7 Florida not-for-profit corporation with 501(c)(3) status ("NewCo
8 2.0"), unless extended by vote of the City Council Special
9 Community Benefits Agreement Committee 2.0 for good cause shown.

10 **(b) Required Benchmarks Prior to Transition.**

11 No transfer of funds or authority to NewCo 2.0 shall occur
12 until the following benchmarks are completed and certified by the
13 City Council's Special Committee on the CBA 2.0:

- 14 (1) Adoption of bylaws for NewCo 2.0, approved by the Special
15 Committee on the CBA 2.0;
16 (2) Appointment or hiring of an Executive Director and
17 Finance Director;
18 (3) Establishment of bank accounts, financial controls,
19 internal accounting systems, and procurement policies;
20 (4) Completion of a sustainability plan, including long-term
21 revenue strategies, grant compliance processes,
22 administrative cost structure, and audit readiness; and
23 (5) Development of a performance framework with measurable
24 annual Key Performance Indicators (KPIs).
25
26

1 **(c) Transfer of Authority and Dissolution of Phase 1 Board.**

2 Upon certification that all benchmarks have been met:

- 3 (1) All administrative, fiscal, and operational authority over
4 the Eastside Community Benefits Program shall transfer from
5 the Eastside CBA Board to NewCo 2.0;
- 6 (2) The Eastside CBA Board shall be deemed dissolved ninety
7 (90) days after certification of transition; and
- 8 (3) All records, contracts, funds, data, intellectual
9 property, and obligations of the Eastside CBA Board shall
10 transfer to NewCo 2.0 automatically by operation of law.

11 **(d) Board Structure Following Transition.**

12 Upon transition, NewCo 2.0 shall be governed by a nine-member Board
13 structured as follows:

- 14 • Seven (7) voting members;
- 15 • Two (2) non-voting members (Jacksonville Jaguars designee and
16 City Council President appointee);
- 17 • Five (5) of the voting members shall be nominated by
18 residents, business owners, or community leaders from the
19 Eastside;
- 20 • The Mayor and City Council-appointed voting members shall
21 continue to require City Council confirmation;
- 22 • All community-appointed members shall only require approval
23 of the NewCo 2.0 Board, not City Council.

24 **(e) Reporting & Transparency Post-Transition.**

25 After transition, NewCo 2.0 shall:

26

- (1) Submit quarterly and annual reports to the City Council Special Committee on the CBA 2.0, including program outcomes, expenditures, KPIs, and demographic impact;
- (2) Submit an annual independent financial audit to the City Auditor and City Council Auditor's Office; and
- (3) Maintain public compliance with Public Meeting and Public Records Laws.

(f) Fiscal Continuity and Assets.

All Eastside Community Benefits Program funds held by the City shall be transferred to NewCo 2.0 upon IRS approval of nonprofit status;

Unexpended funds shall remain restricted to Eastside Community Benefits Program purposes;

All contracts and agreements entered during Phase 1 shall remain valid and binding; and shall be assumed by NewCo 2.0. The dissolution of the Eastside CBA Board shall not impair any rights or obligations lawfully created prior to transition to Phase 2.

(g) Office Facilities.

The City of Jacksonville shall provide office and/or meeting space to NewCo 2.0 during the initial phase of establishment, until such time as NewCo 2.0 secures its own facility within the Eastside.

Sec. 118.905 - Authority to Allocate Funds.

(1) Designation as Allocating Entity.

The Eastside CBA Board (during Phase 1) and NewCo 2.0 (during Phase 2) are hereby designated as the entities responsible for

1 determining and authorizing the allocation of Eastside Community
2 Benefits Program funds appropriated by the City.

3 **(2) Finality of Allocation Decisions.**

4 Decisions made by the Eastside CBA Board or NewCo 2.0 regarding
5 funding awards shall be final and shall not be subject to review,
6 modification, or reversal by any administrative department or
7 official of the City of Jacksonville, provided such decisions
8 comply with this Ordinance and Chapter 118, Ordinance Code.

9 **(c) Grants Committee Role.**

10 (1) The Eastside CBA Board shall establish an Eastside Grants
11 Committee to review, evaluate, and score funding
12 applications and make funding recommendations to the Board.

13 (2) The Committee shall serve in an advisory capacity only.
14 Final approval or denial of any funding request rests
15 exclusively with the Board.

16 (3) During Phase 2, NewCo 2.0 may retain or modify the Grants
17 Committee structure through its bylaws.

18 **(d) Obligations of Funding Recipients.**

19 All entities receiving Eastside Community Benefits Program funds
20 must:

21 (1) Use funds solely for purposes authorized in Section
22 118.908;

23 (2) Comply with grant agreements, reporting requirements, and
24 audit standards established by the Eastside CBA Board or
25 NewCo 2.0; and

- 1 (3) Maintain financial records open to City and independent
2 auditors.
3

4 **Sec. 118.906 - Lump Sum Appropriation Process.**

5 **(a) Annual Budget Request.**

6 Each fiscal year, the Eastside CBA Board (Phase 1) or NewCo
7 2.0 (Phase 2) shall prepare and submit a request for a lump sum
8 appropriation for the Eastside Community Benefits Program. The
9 request shall be based on applications, needs assessments,
10 strategic priorities, and available programmatic data.

11 **(b) Submission to Mayor and MBRC.**

12 The annual lump sum request shall be submitted to the Mayor
13 for review by the Mayor's Budget Review Committee ("MBRC"). The
14 MBRC shall review the request and recommend a lump sum
15 appropriation to be included in the Mayor's proposed budget to
16 City Council.

17 **(c) Budget Documentation Requirements.**

18 The request shall include, at minimum:

- 19 (1) A list of projected program areas and funding priorities
20 (Affordable Housing, Workforce Housing, economic
21 development, displacement and homelessness mitigation);
22 Programmatic outcomes tied to Key Performance Indicators
23 (KPIs);
24 (2) A detailed administrative budget consistent with the 12.5%
25 cap in Section 118.908;
26 (3) A summary of prior-year expenditures and outcomes; and

1 (4) Letters of Intent or preliminary eligibility documentation
2 submitted by applicant organizations.

3 **(d) City Council Review and Appropriation.**

4 Upon submission of the Mayor's Proposed Budget, the City
5 Council shall review and approve the Eastside Community Benefits
6 Program lump sum appropriation as part of the annual budget
7 ordinance or through supplemental appropriation ordinances.

8 **(e) Timing of Initial Budget Submission.**

9 For Fiscal Year 2025-2026, the Eastside CBA Board shall submit
10 its initial budget no later than December 30, 2025, to the City
11 Council Special Committee on the CBA 2.0 for preliminary review
12 and feedback.

13 **(f) No Reversion of Unspent Funds.**

14 Unspent funds appropriated for the Eastside Community
15 Benefits Program shall not revert to the City's General Fund at
16 the close of the fiscal year but shall remain available exclusively
17 for Eastside Community Benefits Program uses unless otherwise
18 directed by City Council.

19
20 **Sec. 118.907 - Application and Eligibility Procedures.**

21 **(a) Application Requirement.**

22 Any organization seeking Eastside Community Benefits Program
23 funding must apply through the process established by the Eastside
24 CBA Board (Phase 1) or NewCo 2.0 (Phase 2). The application process
25 shall be the exclusive means by which an organization may request
26 Program funding.

1 **(b) Minimum Eligibility Criteria.**

2 The Eastside CBA Board (Phase 1) or NewCo 2.0 Board (Phase 2)
3 shall set the minimum eligibility criteria for recipients to
4 receive Eastside Community Benefits Program funds.

5 **(c) Eligible Uses of Funding.**

6 Funding must be used for:

- 7 (1) Affordable Housing and Workforce Housing projects;
8 (2) Economic development, small business support, or workforce
9 development;
10 (3) Mitigation of displacement or homelessness; or
11 (4) Capital or operating expenses related to these purposes.

12 **(d) Application Procedures.**

13 The Eastside CBA Board (or NewCo 2.0) shall:

- 14 (1) Publish public notices announcing the opening of the
15 application process, including deadlines, eligibility
16 requirements, and submission procedures;
17 (2) Establish written procedures for submission, review, and
18 evaluation of funding requests;
19 (3) Provide applicants an opportunity to present supporting
20 information through written or oral presentations; and
21 (4) Ensure meetings of the Grants Committee reviewing
22 applications are publicly noticed and open to the public
23 in accordance with Florida's Sunshine Law.

24 **(e) Grants for Economic Development Contracts Exempt**

25 Grant proposals that focus on economic development
26 opportunities shall be processed through the Eastside CBA Board

1 (Phase 1) or NewCo 2.0 (Phase 2) utilizing the application process
2 established by the Board and shall not be subject to this Chapter.

3 **(f) Conflict of Interest Rules.**

4 Board members or Grants Committee members shall recuse
5 themselves from reviewing or voting on any application where
6 personal, financial, employment, or familial interest exists. All
7 recusals shall be recorded in the minutes.

8
9 **Sec. 118.908 - Restrictions for Use of Eastside Community Benefits**
10 **Program Funds.**

11 **(a) Administrative Cost Limitation.**

12 Administrative costs shall not exceed twelve and one-half
13 percent (12.5%) of the total budget for the Eastside CBA Board
14 (Phase 1) or NewCo 2.0 (Phase 2). Administrative costs include:

- 15 (1) Salaries/benefits of administrative staff not directly
16 tied to program execution;
17 (2) Office rent, utilities, insurance;
18 (3) Accounting, legal, audit, IT, and general overhead; and
19 (4) Organizational marketing or communications not related to
20 a specific funded program.

21 Administrative costs do not include:

- 22 (1) Program delivery staff or consultants;
23 (2) Community engagement, outreach, applicant assistance;
24 (3) Monitoring, compliance, or reporting tied to specific
25 programs; or

1 (4) Technical assistance or training provided to Eastside
2 residents or businesses.

3 **(b) Separate Bank Account Requirement.**

4 All Program funds must be deposited into a dedicated bank
5 account solely for the Eastside Community Benefits Program. This
6 account may be interest-bearing. Any balance of unspent funds may
7 be carried forward but must be fully reported in quarterly and
8 annual financial reports. A maximum of \$500 may remain in the
9 account if an organization no longer participates in the Program;
10 any balance over \$500 shall be returned to the City.

11 **(c) Prohibited Uses.**

12 Eastside Community Benefits Program funds may not be used
13 for:

- 14 (1) Political campaigns, lobbying, or partisan activities;
15 (2) Payment of fines, penalties, or legal settlements
16 unrelated to approved Program activities;
17 (3) Gifts, bonuses, or personal financial gain;
18 (4) Alcohol, entertainment, or travel unrelated to Program
19 objectives; or
20 (5) Activities occurring outside of the Eastside unless
21 directly benefiting Eastside residents.

22 **(d) Compliance with Chapter 118.**

23 Each recipient of Program funds must comply with Section
24 118.301, Ordinance Code, regarding expenditure, reporting,
25 reimbursement, and documentation standards.
26

1 **Sec. 118.909 - Oversight, Performance Accountability, and**
2 **Enforcement Mechanisms.**

3 **(a) Reporting Requirements.**

4 During Phase 1 and Phase 2, the Eastside CBA Board or NewCo
5 2.0 shall submit:

- 6 (1) Quarterly reports to the City Council Special Committee on
7 the CBA 2.0 detailing expenditures, program activity,
8 demographic impact, and progress toward Key Performance
9 Indicators ("KPIs");
- 10 (2) Annual reports that comply with Chapter 58, Ordinance Code,
11 and include audited financial statements, outcomes
12 achieved, and administrative cost breakdown; and
- 13 (3) An independent audit or financial review for all funded
14 entities where required under Section 118.301 or where
15 funding exceeds applicable thresholds.

16 **(b) Performance and KPI Requirements.**

17 The Eastside CBA Board (Phase 1) and NewCo 2.0 (Phase 2) shall
18 create and maintain a performance framework with measurable annual
19 Key Performance Indicators (KPIs). KPIs may include, but are not
20 limited to:

- 21 (1) Number of housing units preserved or developed;
22 (2) Number of Eastside residents displaced or assisted;
23 (3) Jobs created or retained;
24 (4) Number of Eastside businesses funded or supported; and/or
25 (5) Resident participation in workforce or apprenticeship
26 programs.

1 KPI results shall be reviewed annually by the Special
2 Committee on the CBA 2.0 before each new budget cycle or lump sum
3 appropriation request.

4 **(c) Corrective Action Process.**

5 If the Eastside CBA Board or NewCo 2.0 fails to achieve KPIs,
6 comply with reporting requirements, or follow Program regulations:
7 The City Council's Special Committee on the CBA 2.0 shall issue a
8 written notice of deficiency.

9 The Board or NewCo 2.0 shall have thirty (30) days to submit
10 a corrective action plan;

11 A maximum of ninety (90) days shall be allowed for full
12 remediation;

13 The Special Committee on the CBA 2.0 may extend the corrective
14 window for good cause shown.

15 **(d) Sanctions for Noncompliance or Misuse.**

16 If deficiencies are not corrected within the prescribed
17 timeframe, or if misuse, fraud, or willful misconduct is
18 discovered:

19 (1) The City may suspend disbursement of Program funds;

20 (2) Impose additional financial oversight or audits at the
21 Board or recipient's expense;

22 (3) Terminate funding agreements with the Eastside CBA Board
23 or NewCo 2.0;

24 (4) Require repayment or restitution of improperly used
25 funds; and/or
26

1 (5) Refer the matter to the Office of Inspector General,
2 State Attorney, or other legal authorities as
3 appropriate.

4 **(e) Public Transparency and Records.**

5 All meetings of the Eastside CBA Board, NewCo 2.0 Board, and
6 Grants Committee shall comply with Florida's Sunshine Law. All
7 documents, contracts, reports, audits, and meeting minutes shall
8 be treated as public records in accordance with Chapter 119,
9 Florida Statutes, during Phase 1.

10
11 During Phase 2, NewCo 2.0 shall continue to comply with
12 Sunshine and Public Records Laws to the extent required by Florida
13 Statutes or as a contractual condition of receiving public funds.
14

15 **Sec. 118.910 - Special Considerations.**

16 **(a) Alignment with the Community Benefits Agreement.**

17 This Eastside Community Benefits Program is intended to
18 implement the Eastside Strategic Focus identified in the
19 Supplemental Jacksonville Stadium Community Benefits Agreement
20 (Ordinance 2024905-E). All actions should support equitable
21 community revitalization, protect long-term residents, and
22 preserve cultural and historical identity.

23 **(b) City Support During Phase 1.**

24 During Phase 1, the City of Jacksonville shall:

- 25 (1) Provide reasonable staff and administrative support to
26 the Eastside CBA Board;

1 (2) Provide office and/or meeting space -- preferably at a
2 building or another facility within or accessible to the
3 Eastside community; and

4 (3) Provide legal support from the Office of General Counsel
5 as necessary.

6 **(c) Exploration of Sustainability Tools.**

7 To ensure long-term funding of Eastside revitalization
8 efforts, the City Council's Special Committee on the CBA 2.0 and
9 the Eastside CBA Board or NewCo 2.0 may:

10 (1) Explore establishment of a Tax Increment Financing (TIF)
11 District or Community Redevelopment Area (CRA) within the
12 Eastside;

13 (2) Pursue federal, state, philanthropic, or private grant
14 opportunities; and

15 (3) Develop revenue-generating partnerships that do not
16 conflict with the prohibition of private inurement.

17 **(d) Community Engagement Expectations.**

18 The Eastside CBA Board and NewCo 2.0 shall maintain consistent
19 engagement with Eastside residents, including but not limited to:

20 (1) Public meetings and listening sessions;

21 (2) Publication of funding decisions and performance outcomes
22 in accessible formats;

23 (3) Inclusion of residents and business owners in committees,
24 advisory roles, or project planning; and

25 (4) Prioritization of long-term residents and legacy families
26 in anti-displacement and home repair programs.

1 **Section 3. Severability.**

2 The provisions of this Ordinance, including sections and
3 subsections within the Ordinance, are intended to be severable and
4 if any provision is declared invalid or unenforceable by a court
5 of competent jurisdiction, such provision shall be severed and the
6 remainder shall continue in full force and effect, with the
7 Ordinance being deemed amended to the least degree legally
8 permissible.

9
10 **Section 4. Codification Instructions.**

11 The Codifier and the Office of General Counsel are authorized to
12 make all chapter and division "tables of contents" consistent with
13 the changes set forth herein. Such editorial changes and any others
14 necessary to make the Ordinance Code consistent with the intent of
15 this legislation are approved and directed herein, and changes to
16 the Ordinance Code shall be made forthwith and when inconsistencies
17 are discovered.

18
19 **Section 5. Effective Date.**

20 This Ordinance shall become effective upon signature by the
21 Mayor or upon becoming effective without the Mayor's signature.

	CBA GRANTS COMMITTEE	CBA NON-PROFIT BOARD
	City-appointed board relying administratively on the City for support	City-appointed nonprofit board with dedicated administrative support
BUDGETARY		
Annual budget subject to Mayoral review (MBRC) and inclusion in the annual budget process	X	X
Annual budget subject to review and approval by City Council	X	X
Funds must be dedicated to Eastside Strategic Focus (economic development, Affordable Housing, Workforce Housing, and the mitigation of homelessness in the Eastside)	X	X
OVERSIGHT		
Created by legislation	X	X
Bylaws that further dictate processes, structure, and goals		X
Operates within established procurement processes and ethics laws.	X	X
Subject to IRS rules and prohibitions		X
Subject to Florida Sunshine Laws (Chapter 286) and Public Records Law (Chapter 119), ensuring open meetings and documentation.	X	X
Subject to review and auditing by Council Auditors as well as Inspector General	X	X
City finance and procurement offices can apply existing compliance and audit standards.	X	X
BOARD MEMBERSHIP		
Board appointed by Mayor, confirmed by City Council	X	X
Jacksonville Jaguar appoints members (without city confirmation)	X	X
Training requirement for board members (sunshine, procurement, etc)	X	X
Can be structured to include majority neighborhood representation, creating trust and legitimacy in underserved communities.		X
Reduces direct interference from elected officials after funds are granted.		X
DAY TO DAY ADMINISTRATION		
Requires dedicated administrative staff (FTEs) for compliance, contracting, and reporting.	X	X
Administrative support is current city staff (decentralized) within different departments based on the initiative or applicant	X	
Using city staff might allow easier coordination with other city departments (e.g., Housing, KHA, Public Works) and leverage city data systems.	X	
Administrative costs born by city	X	
Administrative costs born by nonprofit		X
More flexible and responsive to the neighborhood (rolling application periods, flexible disbursement)		X
Dedicated, centralized staff - allows for efficiencies in communication and reaction to community needs		X
Could require pre-application training for interested applicants	X	X
Avoids duplication of administrative structures (no need to create separate 501(c)(3) or accounting systems).	X	
Risk that council members or other officials attempt to steer awards toward favored entities.	X	
Staff and appointees may feel constrained by political dynamics rather than community priorities.	X	
Start-up costs for staffing, accounting, and legal compliance can be high.		X
May need significant training and technical assistance to handle grantmaking at scale.		X
CAPACITY		
Can solicit private, corporate, or foundation funding to supplement public dollars, including federal/state/private grants, philanthropic support, etc.		X
Can partner and/or communicate directly with grassroots groups that may struggle to navigate city bureaucracy.		X
More freedom to co-design processes with community advisory boards or residents.		X
Scalable (capacity for different grant sizes (micro grants, large) and types (infrastructure, programmatic))		X
If successful, can continue operating beyond city seed funding, positioning itself as a permanent reinvestment vehicle for the area.		X