



2019-2020 Florida Job Growth Grant Fund Workforce Training Grant Proposal

Proposal Instructions: The Florida Job Growth Grant Fund Proposal (this document) must be completed and signed by an authorized representative of the entity applying for the grant. Please read the proposal carefully as some questions may require a separate narrative to be completed. If additional space is needed, attach a word document with your entire answer.

Entity Information/

Name of Entity: Fresh Ministries, Inc. (dba FreshMinistries)

Federal Employer Identification Number (if applicable): [REDACTED]

Primary Contact Name: Dr. Robert V. Lee, III

Title: Chief Executive Officer

Mailing Address: 1131 North Laura Street

Jacksonville, FL 32206

Phone Number: 1-904-355-0000

Email: rvl@freshministries.org

Secondary Contact Name: Lakey Love

Title: Director of Program Development

Phone Number: 1-850-345-0018

Workforce Training Grant Eligibility

Pursuant to 288.101, F.S., the Florida Job Growth Grant Fund was created to promote economic opportunity by improving public infrastructure and enhancing workforce training. This includes workforce training grants to support programs offered at state colleges and state technical centers.

Eligible entities must submit proposals that:

- Support programs and associated equipment at state colleges and state technical centers.
- Provide participants with transferable and sustainable workforce skills applicable to more than a single employer.
- Are offered to the public.
- Are based on criteria established by the state colleges and state technical centers.
- Prohibit the exclusion of applicants who are unemployed or underemployed.

1. Program Requirements:

A. Provide the title and a detailed description of the proposed workforce training.

FreshMinistries has two workforce training programs located in Jacksonville's impoverished inner-city minority urban-core district serving primarily underemployed and unemployed adults and at-risk and court adjudicated youth.

LifePoint Career Institute is a vocational training and exam certification tutoring program targeting unemployed and underemployed adults. LifePoint currently offers a nationally recognized hospitality certification program accredited by the American Hotel and Lodging Association and a Nursing Assistant Exam Tutoring Program which prepares students to take and pass the Florida Department of Health Certified Nursing Assistant exam for state licensure. With funds from Florida Job Growth Grant Fund we plan to expand our current occupation and life skills training program at LifePoint Career Institute to include 5 in-demand IT certifications, namely, Cisco Certified Network Associate (CCNA), CompTIA A+ Technician, Network+, Certified Information Systems Security Professional (CISSP), and Microsoft Certified Systems Engineer (MCSE). Our funding partners enable FreshMinistries to provide scholarships to 99% of the participants enrolled and Florida State College at Jacksonville (FSCJ) offers co-registration of students not qualified for entry into their college-level Nursing Assistant Exam Tutoring or hospitality program due to lack of a high school diploma. Students referred to the program from Florida State College at Jacksonville attend LifePoint's vocational training program(s) while also attending FSCJ's GED program. LifePoint Career Institute has trained more than 1,500 unemployed and underemployed adults and has a job placement rate of 97% and a job retention rate of 6 months or more.

Fresh Futures provides programming for high-risk 14-to-19 year old youth in two cohorts: 1) court adjudicated youth referred to Fresh Futures by the Office of the State Attorney, the Florida Department of Juvenile Justice, and the Jacksonville Sheriff's Office, and 2) at-risk youth and young adults aged 14-to-24 years of age. The court affiliated youth program includes the evidence-based PATTS (Peaceful Alternatives to Tough Situations) program which includes one month of conflict management, communications and career counseling, and case management for self-discovery, mental health support and career coaching. After completion of the PATTS curriculum program participants work with their case manager and begin life skills and workforce training including a) workforce decorum, b) workplace etiquette, c) interviewing and resume skills training and support, d) educational support to achieve high school diplomas or GEDs, e) service learning opportunities for hands-on experience in their chosen field, f) group and individual mentoring for peer support and networking, g) occupational training leading to industry recognized credentials at our LifePoint Career Institute or at Florida State College of Jacksonville, g) workforce activities including: job and/or apprenticeship placement, assistance in addressing job related problems, and development of cognitive and soft skills for future jobs and support for workplace competencies, h) expungement and diversion services for court adjudicated youth, and i) follow-up services to supply ongoing support and assist participants in planning and implementing career next steps that lead to upward mobility.

B. Describe how this proposal supports programs at state colleges or state technical centers.

LifePoint Career Institute and Fresh Futures programs partner with state college, university, community college and technical schools taking referrals and making referrals as well as genuine program partnerships and collaborations to advance the mission of the Florida Department of Education, namely, to expand educational outreach, business acumen and vocational training leading to job placement, expanded employment opportunities, and economic growth for Florida with special service for the upward mobility of unemployed, underemployed, and marginalized individuals.

LifePoint Career Institute is a [Florida Department of Education Commission for Independent Education certified and approved program](#) and includes industry specific curriculum and certifications that are accepted as credit(s) toward higher education attainment when participants apply to state colleges for further educational development. In return, the college provides continuing adult education services such as GED training and testing for FreshMinistries program participants to prepare them for higher education and/or greater wage-earning potential.

Fresh Futures currently works with education departments at FSCJ and University of North Florida (UNF) to provide opportunities for college students who want to gain valuable learning and mentoring experiences working with core-city at-risk youth.

Finally, many of the Fresh Futures participants work with FSCJ to gain their GED and FreshMinistries' case managers work with career counselors at the CareerSource at FSCJ and UNF to facilitate referral and support for our youth participants who wish to attend post-secondary classes to expand career and workplace opportunities.

C. Describe how this proposal provides participants transferable, sustainable workforce skills applicable to more than a single employer.

LifePoint Career Institute and Fresh Futures includes extensive life skills training, job readiness training, communication and civic responsibility training, and family planning and support. Our case managers work directly with program participants for career counseling and job placement to develop job related skills that are applicable across many employers, including anger management, interviewing skills, and basic-foundation skills to help participants balance family and community life and responsibilities with their chosen career path. FreshMinistries feels this training is essential to employment attainment and advancement as many of the programs' trainees have never been exposed to basic skills. Our basic skills training is provided in one-on-one and group training sessions with emphasis in: 1) social interaction and etiquette, 2) workplace communication skills, 3) financial literacy, 4) proper workplace decorum, 5) how to take initiative, 6) interviewing skills and communication, 7) customer service and teamwork, 8) multitasking, 9) leadership and creativity, and 10) critical thinking all of which are a part of [Forbes magazine's "Seven Transferable Skills" that apply to every career](#). These basic skills are transferrable and applicable across industries and accompany industry specific training and skills development to accelerate employability and long-term retention of employment.

Furthermore, our five Information Technology certifications can be used in many job categories in the technology sector and provide technical skills essential to almost every professional job today. IT certifications expand technological communication skills to boost an individual's ability to evaluate protocols, decipher strengths and weaknesses of alternative communication media, and chose mediums appropriate to the business and audience of the employer.

D. Describe how this proposal supports a program(s) that is offered to the public?

Although most of the FreshMinistries' programs serve low-income minority core-city residents of Jacksonville who are unemployed, underemployed or otherwise at-risk, our programs are advertised on the internet and all of them are open to the public.

E. Describe how this proposal is based on criteria established by the state colleges and state technical centers.

LifePoint Career Institute is a Florida Department of Education (FDOE) certified Independent Education program and Fresh Futures works closely with the FDOE and Florida State Colleges (FSC) to accelerate the Florida College System mission Section (s.) 1004.65 of the Florida Statutes to respond to community needs and prepare students for careers that require less than a baccalaureate degree by offering high-quality, affordable academic and career educational programs to maximize student learning and success and help develop a globally competitive workforce to respond to Florida's diverse state and community needs.

Furthermore, our case management, mentoring, career counseling and coaching, and life skills training are based on Section (s.) 1004.659 (c) to provide all our participant students with development services including educational and career assessment, student tracking, support for disabled and mentally ill students, advisement and mentoring, counseling, financial aid, career development and counseling, and tutorial services.

F. Does this proposal support a program(s) that will not exclude unemployed or underemployed individuals?

Yes No



- G. Describe how this proposal will promote economic opportunity by enhancing workforce training. Please include the number of program completers anticipated to be created from the proposed training. Further, please include the economic impact on the community, region, or state and the associated metrics used to measure the success of the proposed training.

Living in the heart of Florida’s largest city, Jacksonville’s inner city residents in the Urban Core ([32254](#), [32202](#), [32208](#), [32209](#), [32206](#) zip codes) struggle daily with complex relationships linking economic, social, behavioral and geographic conditions which lead to poverty, unemployment, low education levels, and increased risk for arrest and/or involvement in crime. Financial barriers caused by income, employment and mobility make Urban Core residents more vulnerable to violence, family separation, domestic violence, street or gang violence, suicide and trauma. Our Fresh Futures and LifePoint Career Institute programs are designed to expand opportunities and create solutions for Jacksonville’s underserved communities. FreshMinistries’ Fresh Futures program in particular serves the at-risk Jacksonville Urban Core youth ages 14-24 who are 1) low-income, 2) out-of-school, and/or 3) homeless, disabled, in foster care and/or court adjudicated.

Recent census reports show that between 54-98% of those living in Jacksonville’s Urban Core zip codes identify as black (percentage variation depends on zip code) with a median household income between \$17,000 and \$36,500 annually.¹ The poverty rate in the target area is 21.2% for those 16 and older² and 42.4% for the entire population (including children under the age of 16).³ In Duval County, 23.4% of the population - or 208,077 people, are under the age of 18. A quarter of those children live below the poverty line. Of those poor kids, 58.7% are black and 32.1% are white despite the fact that black residents only make up about 17% of Duval County’s population. Duval’s black children, many of which live in the Urban Core, make up the largest share of all poor kids living with a single mother; at 63.9% the county leads the state for this category.⁴

Table 1: Target Area Unemployment Rates (16-24), Poverty, and over 25 HS Degree

Category	32202 Zip Code	32208 Zip Code	32209 Zip Code	32206 Zip Code	32254 Zip Code	Total Target Area
16-19 year-old Unemployment Rate	37.9%	42.1%	58.1%	58.5%	11.4%	56.7%
Total estimated population aged 16-19	1843	292	715	1575	773	5198
Total number of youth unemployed 16-19	688	123	423	921	88	2651
20-24 year-old Unemployment Rate	25.4%	15.8%	14.0%	19.8%	38.3%	22.3%
Total estimated population aged 20-24	2416	682	1247	1818	771	6934
Total number of youth unemployed 20-24	614	108	175	356	295	1548
Total Unemployment Rate for ages 16-24	30.8%	24.7%	30.4%	37.8%	24.8%	37.1%
Population over 16 below poverty level	24.2%	19.6%	24.3%	16.4%	22.7%	21.2%
Population percentage over 25 with less than a high school degree	18.4%	24.4%	19.2%	6.4%	20.2%	18.8%

Source: FactFinder, US Census, American Community Survey Data Reports

Unemployment rates for youth between the ages of 16-24 in the Urban Core zip codes are 2 to 3 times higher than the national average with an unemployment rate of 37.1% for youth between 16 and 24 in 2017 (see Table 1). Studies from the Center on Budget and Policy Priorities and the Poverty & Race Research Action Council released in January of 2019 show that Jacksonville is one of the worst offenders when it comes to landlords providing enough rental units for low-income people⁵ and affordable housing in Jacksonville’s

¹ Statistical Atlas reports: “[32206 Zip Code](#)”, “[32209 Zip Code](#)”, “[32254 Zip Code](#)”, “[32202 Zip Code](#)” and “[32206 Zip Code](#)” and “[32208 Zip Code](#)”.

² See Table One for calculations from the American Community Survey (ACS) reports and Appendix A for S2301 Employment Status Tables for copies of ACS 2017 5-year estimates for all 5 zip codes in target area.

³ UF Health Jacksonville. (2015) “Community Health Needs Assessment”. <https://ufhealthjax.org/community/documents/chna-2015.pdf>

⁴ Annie E. Casey Foundation.(2016) Florida Kids Count. <https://datacenter.kidscount.org/data#FL/5/0/char/0>

⁵ Alicia Mazzara and Brian Knudsen. (2019) “Where Families With Children Use Housing Vouchers: A Comparative Look at the 50 Largest Metropolitan Areas.” Center on Budget and Policy Priorities: Poverty and Race Research Action Council. <https://www.cbpp.org/research/housing/where-families-with-children-use-housing-vouchers>

Urban Core is a daily struggle, especially

for minority low-income families.

Our Fresh Futures and LifePoint Career Institute Programs expand economic growth, resilience and independence for the underserved Urban Core Community. In the last 15+ years Fresh Futures and LifePoint Career Institute have graduated over 1500 program participants with a 97% job placement rate. Every at-risk individual who graduates and goes on to lead a productive community-centered life saves the City of Jacksonville and the State of Florida hundreds and thousands in justice system, public services, and/or incarceration expenses and each person is attached to a family, business, and community leadership program that helps the community grow and heal. Below please see our predicted outcomes and performance indicators.

Fresh Futures Program Services, Activities and Other Related Assistance for 2019-2020	Fresh Futures Performance Indicators: Out of 60 participants annually 2019-2020
Received Case Management Services	60 annually or 100% of participant population
Receiving Tutoring, Academic Counseling, ESL	48 annually or 80% of participant population
College Bound Activities	48 annually or 80% of participant population
Work Readiness Training or Career/Life Skills Counseling	48 or 80% of participant population
Leadership Development	48 or 80% of participant population
Community Service/Restorative Justice:	48 or 80% of participant population
Mentoring	48 or 80% of participant population
Recidivism	Less than 10% of court adjudicated participant population

Fresh Futures Additional Performance Measures: Follow Up - to take place once a quarter, for an additional 9-12 months following program completion.	Fresh Futures Performance Indicators: Out of 60 participants annually 2019-2020
Recidivism rate at 12 months for participants ages 17 and below	20% or less of program participant population in this category
Working or attending school at 3-month follow up	80% of participant population
Working or attending school at 6-month follow up	75% of participant population
Working or attending school at 9-month follow up	70% of participant population
Working or attending school at 12-month follow up	60% of participant population

LifePoint Career Institute Program Services, Activities and Other Related Assistance for 2019-2020	LifePoint Performance Indicators: Out of 150 participants annually 2019-2020
Received Work Readiness Training or Career/Life Skills Counseling	100% of participant population
Received Educational Assessment and/or Tutoring, Academic Counseling, ESL	100% of participant population
Completed Industry Recognized Occupational Training	80% of participant population
Received Job Placement or Apprenticeship Support Services	100% of participant population

LifePoint Additional Performance Measures: Follow Up - to take place once a quarter, for an additional 9-12 months following program completion.	LifePoint Performance Indicators: Out of 150 participants annually 2019-2020
Working, in apprenticeship or attending post-secondary education at 3-month follow up	80% of participant population
Working, in apprenticeship or attending post-secondary education at 6-month follow up	75% of participant population
Working, in apprenticeship or attending post-secondary education at 9-month follow up	70% of participant population

2. Additional Information:

- A. Is this an expansion of an existing training program? Yes No

If yes, please provide an explanation for how the funds from this grant will be used to enhance the existing program.

As stated earlier this program is an expansion of our existing training program at LifePoint Career Institute and Fresh Futures as we will be adding an IT component with the following certifications: Cisco Certified Network Associate (CCNA), CompTIA A+ Technician, Network+, Certified Information Systems Security Professional (CISSP), and Microsoft Certified Systems Engineer (MCSE) leading to entry level jobs as network engineer, network administrator, systems administrator, in-home and desktop support technician, help desk technician, information technology specialist, security analyst, information technology auditor, and systems administrator and/or engineer.

- B. Does the proposal align with Florida's Targeted Industries?

([View Florida's Targeted Industries here.](#))

Yes No

If yes, please indicate the specific targeted industries with which the proposal aligns.

If no, with which industries does the proposal align?

Our IT workforce training program aligns with Florida's Targeted Industries as listed by FDEO in the Qualified Targeted Industries for Incentives under INFOTECH as 1) Digital Media, 2) Software, 3) Electronics and EMERGING TECHNOLOGIES as Cloud IT. Furthermore, according to CareerSource of NE Florida's 2016-2020 [Comprehensive 4-Year Plan for Local Workforce Development Area 08](#) (Jacksonville and surrounding counties) the "Fastest Growing Occupations" in the Duval and surrounding county area are 1) Hospitality: Combined Food Preparation and Serving Workers, including Fast Food; 2) Laborers and Freight, Stock and material Handlers, and 3) Nurses. Hospitality and Nursing align with the area's two fastest growing industries in the area and both are offered by our LifePoint Career Institute.

- C. Does the proposal align with an occupation(s) on the Statewide Demand Occupations List and/or the Regional Demand Occupations List?

([View Florida's Demand Occupations Lists here.](#))

Yes No

If yes, please indicate the specific occupation(s) with which the proposal aligns.

If no, with which occupation does the proposal align?

Our workforce training programs align with an occupation on the Statewide Demand Occupations List in the following areas: 1) Computer and Information Systems Managers, 2) Computer Network Support Specialists, 3) Computer Systems Analysts, 4) Computer User Support Specialists, 5) Database Administrators, 6) Information Security Analysts, and 7) Network and Computer Systems Administrators. Furthermore, the [Florida Department of Economic Opportunity's "Jobs by Industry 2018-2026" for Duval County](#) predicts the following growth in LifePoint's target industry areas: 1) Health and Health Education Services will grow 18.8% by 2026 supplying 15,569 new jobs in Duval County, and 2) Leisure and Hospitality will grow 14.4% by 2026 supplying 8,538 new jobs in Duval County. This culminates in a combined total of 24,107 job opportunities in Duval County for the Fresh Futures and LifePoint Plus program industry related fields by 2026 making our occupational training programs a perfect fit to supply labor demands to meet industry growth in the Duval County area.

D. Indicate how the training will be delivered (e.g., classroom-based, computer-based, other).

If in-person, identify the location(s) (e.g., city, campus, etc.) where the training will be available.

If computer-based, identify the targeted location(s) (e.g. city, county, statewide, etc.) where the training will be available.

In-person at FreshMinistries' fully equipped educational and training center:

Weaver Center for Community Outreach
616 A Philip Randolph Blvd
Jacksonville, FL 32202

E. Indicate the number of anticipated annual enrolled students and completers in the proposed program.

Fresh Futures: 60 enrolled with at least 48 (80%) of participants completing the program and gaining employment or continuing post-secondary education

LifePoint Career Institute: 150 enrolled with at least 120 (80%) of participants completing the program and gaining employment or continuing post-secondary education

F. Indicate the length of program (e.g., quarters, semesters, weeks, etc.), including anticipated beginning and ending dates.

Fresh Futures: 9-month program period includes educational support, tutoring, occupational training, service learning, mentoring, career coaching, mental health support and hands-on work internship – Anticipated beginning date, **October 1st, 2019** – anticipated ending date, **June 31st, 2020**

LifePoint Career Institute: offers **10-week programs** three times a year in Information Technology, Hospitality and Nursing Assistant Exam Tutoring. All programs include life skills and family support training and end with hands-on internship, job placement, or apprenticeship after certification testing which is paid for by FreshMinistries. Programs beginning and ending dates alternate with semesters in Fall, Spring and Summer with anticipated starting dates in early September, early January, and early May.

G. Describe the plan to support the sustainability of the program after grant completion.

FreshMinistries has an aggressive funding program working with various federal, state and local funding opportunities and private donors.

We currently have applications for grant funding to support Fresh Futures and LifePoint pending with the following:

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|-------------------------------|--|
| 1) The US Department of Labor | 3) City of Jacksonville – Public Service Grant |
| 2) Jim Moran Foundation | 4) City of Jacksonville – Kids Hope Alliance |

We currently receive funding for the Fresh Futures and LifePoint Career Institute from the following:

- | | |
|-------------------------------------|--|
| 1) Lutheran Services of Florida | 4) Scheidel Foundation |
| 2) City of Jax - Kids Hope Alliance | 5) City of Jax - Community Development Block Grant |
| 3) Jacksonville Jaguars | |

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- H. Identify any certifications, degrees, etc. that will result from the completion of the program. Please include the Classification of Instructional Programs (CIP) code and the percent of completers in each code, corresponding with Section E.

We are a training/tutoring facility with certain focus areas: CIP codes are reserved for institutions of higher education.

Certificates Students Will Receive:

Nursing Assistant: CPR/First Aid & state nursing assistant certification once they sit for the exam (and pass) – 15 participants of 150 for LifePoint completing, 5 participants of 60 for Fresh Futures completing = **20 total completers**

Hospitality: Certification from the American Hotel & Lodging Educational Association in Hospitality in the following areas: 1) Front Desk Representative, 2) Kitchen Cook, 3) Guestroom Attendant, 4) Restaurant Server, 5) Maintenance Employee, and 6) Guest Service Professional. – 65 participants of 150 for LifePoint completing, 5 for Fresh Futures completing = **70 total completers**

IT/Computer Training: Cisco Certified Network Associate (CCNA), CompTIA A+ Technician, Network+, Certified Information Systems Security Professional (CISSP), and Microsoft Certified Systems Engineer (MCSE) - 70 participants of 150 for LifePoint completing, 5 for Fresh Futures completing = **75 total completers**

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- I. Does this project have a local match amount?

Yes No

If yes, please describe the entity providing the match and the amount. (Do not include in-kind.)

Currently, Fresh Futures program is funded by the City of Jacksonville's Kids Hope Alliance Program for \$76,028.00. Funding period from October 1, 2018 to September 20, 2019. Application for continuing funding for 2019-2020 for Fresh Futures at \$112,000.00 is currently in progress.

J. Provide any additional information or attachments to be considered for the proposal.

3. Program Budget

(If additional space is needed, attach a word document with your entire answer.)

Estimated Costs and Sources of Funding: Include all applicable workforce training costs and other funding sources available to support the proposal.

1.) **Total Amount Requested** **\$369,137.00**
 Florida Job Growth Grant Fund

A. Other Workforce Training Project Funding: Sources:

City/County \$76,028.00
 Private Sources \$38,000.00

Other (grants, etc.) \$949,052.00 Please Specify: \$949,052.00
 from Lutheran Services of Florida grant from July 1, 2019 – June 30, 2020.

Total Other Funding **\$1,063,080.00**

B. Workforce Training Project Costs:

Equipment \$30,235.00
 Personnel \$1,034,529.00
 Facilities \$185,921.00
 Tuition \$22,500.00
 Training Materials \$49,017.00

Other \$110,015.00 Please Specify: Cable & Internet, Telephone, Office Supplies, IT Services, Media and Communications, SY Background Checks, Meals, Transportation and Childcare for Participants, Clothing for Participant Interviews, and other indirect costs.

Total Project Costs **\$1,432,217.00**

- C. Provide a detailed budget narrative, including the timing and steps necessary to obtain the funding, how equipment purchases will be associated with the training program, if applicable, and any other pertinent budget-related information.

A. MANAGEMENT PERSONNEL - Total Management Personnel Funds Requested \$19,026.00.

A.1 Dr. Robert V. Lee, III Principal In (effort = 2 calendar months for one-year period). Dr. Lee will be responsible for the overall coordination and supervision of all aspects of Fresh Path Youth Program. This includes hiring, training, and supervising management staff; development and management of Fresh Futures and LifePoint Career Institute Partnership Team; coordinating with research evaluators and controller; scheduling and staff assignments; and data management.

Dr. Lee base salary is \$100,820.00 annually. We are not requesting funds for his salary.

A.2 Michelle Harcourt, Director of Weaver Center for Community Outreach (effort= 4 calendar months for one-year period). Ms. Harcourt will be responsible for all aspects of Fresh Futures and LifePoint Career Institute management, including coordinating with occupational instructors, case managers, mentoring services, data collection, employment and community services, and expungement. She will also assist in community outreach in Jacksonville for Weaver Center Community Outreach partners and facilitate all communication with to the Department of Juvenile Justice in Florida, Florida Department of Education, and Florida Department of Health.

Michelle Harcourt, base salary is \$65,000, requesting 25% funds for her salary and fringe benefits for a 12-month period, Funds Requested \$19,026.00.

B. OTHER PERSONNEL - Total Other Personnel Funds Requested \$194,611.00

B.1 TBA Information Technology Instructor. (effort = 12 calendar months for one-year period). This IT Instructor will be the full-time year-around instructor of Information Technology classes and will help coordinate for service learning, internship and apprenticeship programs as well as job fairs. They will coordinate with Case Managers and other instructors for life-skills training updates and stay abreast of all certification and information changes in the field. They will report directly to the Director of the Weaver Center for Community Outreach.

TBA IT Instructor base salary is \$45,000.00 annually, requesting 100% of base salary and fringe benefits for 12-month period, Funds Requested \$54,235.00

B.2 Case Worker I (effort = 3 calendar months for a 12-month period). This individual will include assessing participant client's needs including intake, mental health and/or substance abuse referral, participant development of ICP and PPs, career counseling, career coaching, educational assessment, referral, placement and coaching, and referrals for housing programs, vocational rehabilitation, parenting classes, child support services.

Case Worker I, base salary is \$38,000.00 annually, requesting 25% of base salary and fringe benefits for a 12-month period for a total of \$11,631.00 funds requested.

B.3. Case Worker II (effort = 3 calendar months for a 12-month period). This individual will include assessing participant client's needs including intake, mental health and/or substance abuse referral, participant development of ICP and PPs, career counseling, career coaching, educational assessment, referral, placement and coaching, and referrals for housing programs, vocational rehabilitation, parenting classes, child support services.

Case Worker II, base salary is \$35,000.00 annually, requesting 25% of base salary and fringe benefits for a 12-month period for a total of \$10,804.00 funds requested.

B.4. TBA Case Manager (effort = 10 calendar months for a 40-month period). TBA Case Manager will report to the Program Director and will be responsible for oversight of all aspects of Case Management and the two Case Workers for program referrals, service commitments, internship, and possible apprenticeship and/or employment placement for youth participants.

TBA Case Manager, base salary is \$42,000.00, requesting 100% of base salary and fringe benefits for a 12-month period, Funds Requested \$50,930.00

B.5. Employment Specialist (effort = 6 calendar months for a 12-month period). This individual will include assessing participant client's needs for employment and employment services, forming an intermediary between service learning and internship partners, and coordinating with Case Managers and clients for apprenticeship and/or job placement as well as working within the community to expand and develop increasing opportunities for employment, hands-on learning, and apprenticeship opportunities.

Employment Specialist, base salary is \$40,000.00 annually, requesting 25% of base salary and fringe benefits for a 12-month period for a total of \$12,182.00 funds requested.

B.6. Hospitality Instructor - (effort = 8 calendar months for one-year period). This certified individual will teach all Hospitality Courses at the Weaver Center for Community Development, develop curriculum where needs, assist with data collection management, outreach to community for education and help recruit employment and apprenticeship options for the Hospitality Program at Fresh Ministries LifePoint Career Institute.

Hospitality Instructor, base salary is \$50,000.00 annually, requesting 25% of base salary and fringe benefits for 12-month period, Funds Requested \$14,936.00

B.7. Nursing Assistant Tutoring Instructor - (effort = 8 calendar months for one-year period). This individual will teach all Nursing Assistant Tutoring Courses at the Weaver Center for Community Development, develop curriculum where needs, assist with data collection management, outreach to community for education and help recruit employment and apprenticeship options for the Nursing Assistant Exam Tutoring Program at Fresh Ministries LifePoint Career Institute.

Nursing Assistant Tutoring Instructor base salary is \$30,000.00 annually, requesting 25% of base salary and fringe benefits for 12-month period, Funds Requested \$9,427.00

B.8. Mental Health Coordinator (effort = 2 calendar months for one-year period). This individual will assist with all aspects of mental health counseling, advocacy, outreach and supervision.

Mental Health Coordinator, base salary is \$40,000.00 annually, requesting 23% of base salary and fringe benefits for 12-month period, Funds Requested \$10,347.00

B.9. Data Collection Processor (effort = 3 months for one-year period). This individual will assist the Program Coordinator in research, activity development, data collection management, outreach to community for education, updates on juvenile justice policy, city and county policy changes.

Data Collection Processor, base salary is \$36,000.00 annually plus fringe benefits, requesting 23% of base salary and fringe benefits for a 12-month period, Funds Requested \$9,198.00

B.10. Communications Coordinator (effort = 2 months for one-year period). This individual will assist the Program Coordinator in communication, messaging, data collection analysis, outreach to community for education, and Fresh Path community calendar.

Communications Coordinator, base salary is \$33,500.00 annually plus fringe benefits, requesting 7.5% of base salary and fringe benefits for a 12-month period, Funds Requested \$2,874.00

B.11. Staff Assistant (effort = 4 months for one-year period). This individual will assist the Program Coordinator and supporting staff in all aspects of office administration, appointment creation and coordination, and event planning.

Staff Assistant, base salary is \$30,000 annually plus fringe benefits, requesting 23% of base salary and fringe benefits for a 12-month period, Funds Requested \$8,047.90

C. EQUIPMENT – Total Equipment Funds Requested \$15,000.00

C.1 Computers and Software – Total Computers and Software Funds \$15,000.00

Additional computers, handheld devices, and data collection system software for program analysis, implementation and coordination with participants.

D. FACILITIES - Total Facilities Funds Requested \$72,000.00

D.1 Rent – Total Rent Funds Requested \$60,000.00

For occupancy and use of the Weaver Center for Community Outreach including office and program space for employees and participants.

D.2. Maintenance and Repair – Total Maintenance and Repairs Requested \$7,000.00

For repair to classrooms, office equipment, kitchen and workforce training equipment, etc.

D.3. Utilities – Total Utilities \$5,000.00.

Includes electric, sewage, water, etc.

E. TUITION – Total Tuition Funds Requested \$12,500.00

Tuition coverage includes scholarships for classes, certification exams, GED and other testing, FSCJ GED classes, and tutoring for Information Technology, Hospitality, and Nursing Assistant Exam Tutoring as well as Educational Support for at-risk youth in Fresh Futures programs.

F. TRAINING MATERIALS – Total Training Materials Funds Requested \$30,000.00

Training materials includes textbooks, computer software, study guides and manuals, hands on equipment (such as food and drink for Hospitality training), medical equipment necessary for training in Nursing Assistant program and IT software and program materials.

G. OTHER – Total Other Funds Requested \$26,000.00**G.1. Office Materials and Supplies – Total Materials and Supplies Funds \$4,000.00**

General office supplies - Program supplies are calculated at approximately \$4,000.00 for one-year period, and include cloud app for data storage, books and textbooks for training purposes, as

G.2 Media and Communications – Total Printing and Advertising Funds Requested \$5,000.00

For program outreach and advertisement, including all aspects of marketing and branding

G.3. Client Food – Total Client Food \$5,000.00.

Food and drink for program events

G.4. Community Service Projects – Total Community Service Project \$3,000.00.

Includes support for community service-related projects, planning and event production.

G.5. Client Medical Funds – Total Client Medical Funds \$3,000.00.

Client medical relief services and support.

G.6. Transportation Assistance – Total Client Transportation Assistance \$6,000.00.

Includes support for bus passes and transportation for employment, job interviews, and special programs.

G.7. Background Screening – Total Background Screening \$5,000.00.

Includes participant support for background screening as it relates to placement, workforce training, and case management.

E. TOTAL COSTS - Total Costs Funds Requested \$369,137.00

4. Approvals and Authority

(If additional space is needed, attach a word document with your entire answer.)

- A.** If entity is awarded grant funds based on this proposal, what approvals must be obtained before it can execute a grant agreement with the Florida Department of Economic Opportunity (e.g., approval of a board, commission or council)?

No board approval needed.

- B.** If approval of a board, commission, council or other group is needed prior to execution of an agreement between the entity and the Florida Department of Economic Opportunity:
- i. Provide the schedule of upcoming meetings for the group for a period of at least six months.
 - ii. State whether entity is willing and able to hold special meetings, and if so, upon how many days' notice.

No board approval needed.

- C.** Attach evidence that the undersigned has all necessary authority to execute this proposal on behalf of the entity. This evidence may take a variety of forms, including but not limited to: a delegation of authority, citation to relevant laws or codes, policy documents, etc.

Please see FreshMinistries' by-laws and list of Board of Directors attached demonstrating Dr. Robert V. Lee, III's authority as CEO to execute this proposal on behalf of Fresh Ministries, Inc.

I, the undersigned, do hereby certify that I have express authority to sign this proposal on behalf of the above-described entity and to the best of my knowledge, that all data and information submitted in proposal is truthful and accurate and no material fact has been omitted.

Name of Entity: Fresh Ministries, Inc.

Name and Title of Authorized Representative: Dr. Robert V. Lee, III, CEO

Representative Signature: _____

Signature Date: August 20, 2019

BYLAWS

OF

FRESH MINISTRIES, INC.

A FLORIDA NON-PROFIT CORPORATION

(As Amended and Restated on September __, 2013)

ARTICLE I

Corporate Records and Seal; Authority to Act

Section 1. Records:

The Corporation shall maintain at its principal place of business accurate and complete records of its assets and of its financial, operational and administrative activities, as well as a listing of its Directors and minutes of the proceedings of its Board of Directors and Board committees. Such minutes shall include all actions taken by the Board of Directors and its committees, as well as the attendance of each Director at the meeting or other proceeding covered thereby (together with a notation as to all authorized absences).

Section 2. Inspection:

All records required by applicable laws or regulations to be maintained by the Corporation shall be open for inspection by the membership at all reasonable times.

Section 3. Seal:

The Corporation shall own a corporate seal which shall be circular in form and have inscribed thereon its name and the date and state of its incorporation.

Section 4. Contracts:

The Board of Directors may by resolution authorize any of its members or any agent to enter into any contract or execute and deliver any instrument in the name of or on behalf of the Corporation, and such authority may be general or confined to specific instances; but absent the grant of such authority no individual, other than the Chairman, shall have power to bind the Corporation under any contract, pledge its credit or render it liable for any purpose or in any amount.

Section 5. Checks and Drafts:

All checks, drafts or other orders for the payment of money, notes or other evidences of indebtedness issued in the name of the Corporation shall be signed or endorsed by such person or persons and in such manner as shall be determined by resolution of the Board of Directors.

ARTICLE II

Membership

Membership in the Corporation shall be limited to those individuals who are duly elected or appointed as members of the Corporation's Board of Directors, and shall continue only during each Director's tenure in office. The annual meeting of the Board of Directors shall constitute the annual meeting of the Corporation's membership.

ARTICLE III

Board of Directors

Section 1. Power and Responsibility:

Subject to the limitations imposed by the Corporation's Articles of Incorporation or these Bylaws, all corporate powers and responsibilities shall be exercised by or under the authority of, and the business, financial, administrative and policy making affairs of the Corporation shall be controlled and implemented by the Board of Directors.

Section 2. Number:

The number of persons who shall constitute the entire Board of Directors shall be not less than 3 nor more than 12. Within these limits the actual number constituting the entire Board shall be fixed from time to time by Board resolution, and until such time as the Board determines otherwise, the number of Directors shall be three. No reduction in the number of Directors shall have the effect of removing any Director prior to the expiration of his or her term of office.

Section 3. Election and Term:

A. Time of Election: Directors shall be elected at each annual meeting of the Board of Directors of the Corporation and shall hold office until their respective successors shall have been elected and qualified or until their earlier deaths, resignations or removals from office.

B. Nominations: No less than 60 days preceding the date of the next annual meeting of the Board of Directors, the duly appointed Committee on Directors shall meet to initiate the process by which there shall be placed into nomination by such Committee the names of qualified individuals at least sufficient in number to fill all vacancies on the Board which will occur as of the date of such annual meeting.

C. Publication of Nominations: The Committee on Directors shall complete its deliberations and adjourn no fewer than 40 days preceding the date of the next annual meeting of the Board, and within five days following such final adjournment the slate of nominations proposed by the committee shall be furnished to each incumbent Director.

D. Additional Nominations: The Committee on Directors shall accept as an additional Director nominee any individual whose name appears on a written petition executed by at least three incumbent Directors and stating the willingness of the nominee to run for the position, but only if such petition is forwarded to the Secretary of the Board of Directors at the administrative offices of the Corporation no more than ten days following the date of the Committee's mailing of the initial slate.

E. Republication of Slate: If any properly completed nominating petition is timely received, a second slate of nominations, containing the names of all nominees, shall be mailed by the Committee to each incumbent Director no fewer than ten days preceding the date of the annual meeting of the Board.

F. Vote Necessary to Elect: At each annual Board of Director meeting, an election shall be held to fill each vacancy created by the expiration of the term previously fixed. All vacancies shall be filled by those qualified nominee(s) receiving the highest number of Director votes. If the number of individuals nominated to fill all Board vacancies exceeds the number of vacancies, voting with respect to the election of Directors shall be by secret, written ballot, and tie votes shall be broken by a second election conducted in accordance with such procedures as may be approved by Board resolution.

G. Term of Office: Each individual elected to fill an expired Director seat shall hold Board membership for a term of one year and/or until his or her successor is duly elected or appointed and is qualified and seated.

Section 4. Vacancy:

Any vacancy occurring in the Board of Directors, including any vacancy created by reason of an increase in the number of Directors, may be filled by the affirmative vote of a majority of all remaining Directors, even if less than a quorum, and a Director so chosen shall hold office until the normal expiration of the term of the Director whose absence creates the vacancy or, in the event of an increase in the number of Directors, for the term assigned by the Board.

Section 5. Removal:

At any regular meeting of the Board or at any special meeting called expressly for that purpose, any Director may be removed, with or without cause, by a vote of the majority of the Directors present. Grounds for removal for cause shall include an unauthorized absence for three consecutive, duly called, Board meetings.

Section 6. Place of Meeting:

Meetings of the Board of Directors may be held at any location specified in the call of the meeting or as agreed to by the Directors.

Section 7. Time, Notice and Call of Meetings

A. Annual Meeting: The Board of Directors shall convene its annual meeting during the month of September in each year, at a date and time selected by the Chairman, and thereat shall organize by the election of the number of

Directors necessary to fill all vacancies then existing, followed by the election of those Director officer positions then also vacant.

B. Regular Meetings: Regular, in-person meetings of the Board shall be held at least quarterly, in accordance with such schedule as may be agreed to by the Board at its annual meeting. No notice of the time or purpose of such regular meetings need be given.

C. Special Meetings: Special meetings of the Board shall be held from time to time upon call issued by the Chairman, the Secretary or any two other Directors. Written notice of the time and place of each special meeting shall be delivered personally to all Directors or furnished to each by telegram or letter, charges prepaid, addressed to the Director at his or her address shown on the records of the Corporation or as otherwise actually shown by the Secretary. If notice is mailed or telegraphed, it shall constitute sufficient notice if it is delivered to the above address not less than 24 hours prior to the time of the holding of the meeting.

D. Adjournment: A majority of the Directors present, whether or not a quorum exists, may adjourn any properly scheduled or called meeting of the Board to another time and place. Notice of the time and place of holding such adjourned meeting need not be given if they are fixed at the meeting adjourned; otherwise, notice shall be given to all Directors in the manner directed in Subsection C. above.

Section 8. Action Without a Meeting:

Any action required or permitted to be taken by the Board or a committee thereof may be taken without a meeting if all members shall individually or collectively consent in writing to such action. Such written consent shall be filed in the minutes of the proceedings of the Board or committee and shall have the same effect as a unanimous vote in favor of the action consented to.

Section 9. Quorum and Voting:

A majority of the number of Directors fixed in the manner prescribed in Article III, Section 2 of these Bylaws shall constitute a quorum for the transaction of business. Except where a higher percentage is required to perform an action contemplated by these Bylaws, the action of a majority of the Directors present at any properly scheduled or called meeting at which there is a quorum shall be a valid corporate action.

Section 10. No Proxy Voting:

Every Director entitled to vote or to express consent to or dissent from a proposed corporate action may do so only in person and not by proxy.

Section 11. Director Conflicts of Interest:

No Director shall participate in or vote on any matter which involves a conflict of interest as to that Director. Whenever a Director has cause to believe that a matter to be

voted upon involves a possible conflict of interest, he or she shall announce the conflict and abstain from both participating in and voting on such matter. The question of whether an actual conflict exists shall be decided by a majority vote of the Directors other than the individual announcing the possible conflict with respect to the same issue. Any Director may raise a question of possible conflict of interest with respect to any other Director.

Section 12. Executive Committee:

A. Composition: The Executive Committee of the Board of Directors shall be composed of the Chairman, Vice-Chairman and one other member of the Board of Directors, each of whom shall be selected by the Chairman. Each member of the Executive Committee shall have the power to vote on all matters considered by that body. The Chairman shall chair the Executive Committee.

B. Authority: During the period between meetings of the Board, the Executive Committee shall have supervisory authority over the administration of the Corporation and the property and assets of the Corporation, except to the extent proscribed by the Directors or these Bylaws. The Executive Committee may not take any action inconsistent with a prior act of the Board of Directors or the Bylaws, dispose of any real property, or take any action which has been reserved by Board action to the Board or to another Committee.

C. Special Meetings: Special meetings of the Executive Committee may be called by the Chairman of the Committee.

D. Quorum and Vote: The majority of the members of the Executive Committee shall constitute a quorum, but the affirmative vote of the majority of the entire committee shall be necessary to adopt or perform any action. The committee may formulate further rules and regulations governing the conduct of its business.

E. Minutes and Reports: Minutes recording the actions taken and discussed at each meeting of the Executive Committee shall be taken and distributed promptly to all Directors. At each meeting of the Board of Directors, the proceedings and actions taken by the Executive Committee since the last meeting of the Board shall be reported to the Board.

Section 13. Other Committees:

A. General: The Board of Directors, by resolution adopted by a majority of the directors in office, may designate and appoint one or more committees, each of which shall have and exercise the authority delegated to it by the Board of Directors; provided, however, that no such committee shall have the authority of the Board of Directors in reference to amending, altering or repealing the bylaws; electing, appointing or removing any member of any such committee or any director or officer of the corporation; or amending the articles of incorporation. The designation and appointment of any such committee and the delegation thereto of authority shall not operate to relieve the Board of Directors, or any individual director, of any responsibility imposed upon it or him by law.

B. Term; Alternative Members: The membership of each committee established under this Section shall serve at the pleasure of the Chairman and each such committee shall keep minutes of its meetings and report the results of its deliberations to the Board. The Chairman may designate one or more Directors as alternate members of any committee and may appoint non-Director members of the Corporation or others to serve as ex-officio members thereof. In the absence or upon the disqualification of a member of a committee, if no alternate member has been designated by the Chairman, the members present at any meeting, whether or not they constitute a quorum, may unanimously appoint another member to act at the meeting in the place of the absent or disqualified member.

C. Quorum and Vote: A majority of all members of a committee shall constitute a quorum for the transaction of business, and the vote of a majority of all the members of a committee present at a meeting at which a quorum is present shall be the act of the committee. Each committee shall adopt whatever other rules of procedure it determines appropriate for the conduct of its activities.

D. Ex Officio Member: The Chairman shall be an ex officio, non-voting member of each other committee of the Board of Directors.

Section 14. Compensation and Expenses:

No Director shall receive compensation for services rendered to the Corporation as Director, but this restriction shall not preclude any Director from serving the Corporation in any other capacity for which compensation may properly be paid. Expenses incurred by Directors may be reimbursed to the extent authorized by the Board.

Section 15. Indemnification:

If in the judgment of a majority of the entire Board of Directors (excluding from such majority any Director under consideration for indemnification) the criteria set forth in §607.014(1) or (2), Florida Statutes, have been met, then the Corporation shall indemnify any Director, or former Director, and his or her personal representatives, devisees or heirs, in the manner and to the extent contemplated by such section.

Section 16. Operating Budget and Financial Statements:

Prior to each fiscal year of the Corporation, the Board of Directors shall review and approve the Corporation's annual operating budget as prepared and presented by management of the Corporation. In addition, the Board of Directors shall review and approve the quarterly financial statements of the Corporation, which will include at a minimum its statement of operating results and balance sheet.

Section 17. Participation In Meeting By Conference Call:

Members of the Board of Directors may participate in a meeting of the Board or any of its committees by conference telephone or similar means of communication through which

all persons participating in the meeting can hear each other at the same time. Participation by such means shall constitute presence in person at a meeting.

ARTICLE IV

Officers and Staff

Section 1. Composition and Term:

The officers of the Corporation shall consist of a Chairman, Vice-Chairman, Secretary, Treasurer and such other officers with such titles, duties and powers as may be prescribed by the Board of Directors. Each officer shall be an elected member of the Board of Directors and shall be elected to his or her position by and serve in such capacity at the direction of the Board of Directors. Two or more offices identified in the preceding sentence may be held by the same individual. The term of office of each officer of the Corporation shall be one year and until his successor is duly elected and qualified.

Section 2. Nomination and Election:

The Committee on Directors shall be responsible for nominating one candidate for election to each of the Director officer positions which shall be scheduled for vacancy as of the date of the next annual Board of Directors meeting by reason of the expiration of the term of the then incumbent officer. The manner in which such nominations shall be conducted, the results disseminated to the remaining Directors, the opportunity for additional nominations presented and all or some of the nominees elected to office shall coincide with the manner for Director selection, as specified in Article III, Section 3.B. -F. above.

Section 3. Resignation or Removal:

Any officer may resign by giving written notice to the Board of Directors, the Chairman or the Secretary. Such resignation shall take effect upon receipt of the notice, or at any later time specified therein (subject to the Board's right of removal), and, unless otherwise specified therein, the acceptance of such resignation shall not be necessary to make it effective. An officer's death shall constitute his or her resignation as of the date thereof. Any officer may be removed, with or without cause, by action of a majority of the entire Board.

Section 4. Vacancy:

A vacancy in any office shall be filled by action of the Board of Directors and its appointee shall hold office for the unexpired term of the office to which appointed or until his or her successor is elected and qualified.

Section 5. Chairman:

The Chairman shall be the principal executive officer of the Corporation, and, subject to the control of the Board of Directors, shall generally supervise and control all of the activities and affairs of the Corporation. He or she shall preside at all meetings of the membership and of the Board of Directors; shall be an ex-

officio, non-voting member of all committees of the Board other than the Executive Committee, with respect to which he or she shall be a full voting member; and shall have the general powers and duties customarily performed and exercised by the chief executive officer of any corporation not for profit organized under the laws of Florida, as well as such additional powers or duties as may be prescribed by these Bylaws or the Board of Directors.

Section 6. Vice-Chairman:

In the absence of the Chairman or in the event of his or her death, inability or refusal to act, the Vice-Chairman shall be vested with the powers and duties of the Chairman. The Vice-Chairman shall perform such other duties as from time to time may be assigned by the Board of Directors or Chairman.

Section 7. Secretary:

The Secretary shall keep, or cause to be kept, at the principal office of the Corporation or at such other place as the Board of Directors may designate, a current record showing the names of all Directors and their addresses; and a record of all meetings conducted by the Directors or Directors committees, which latter record shall include the time and place of holding; whether a regular or special meeting; and, if special, how authorized; the notice thereof given, the names of those present or represented; and the proceedings thereof.

The Secretary shall give, or cause to be given, notice of all the meetings of the Board of Directors required by the Bylaws or by law to be given, shall keep the seal of the Corporation and affix such seal to all documents requiring a seal, and shall have such other powers and perform such other duties as may be prescribed by the Board of Directors, these Bylaws or the Chairman.

Section 8. Treasurer:

The Treasurer shall have custody of all corporate funds, securities, valuable papers and financial records; shall keep full and accurate accounts of receipts and disbursements and render accounts thereof at the annual meeting of the Board of Directors and at such other times as requested by the Board or Chairman. Corporation funds shall be disbursed only by check or other withdrawal orders executed by such officer(s) or other person(s) as may be specifically authorized by the Board. The Treasurer shall generally supervise the accounting and bookkeeping of the Corporation, shall regularly report to the Board of Directors as to the financial condition and results of operation of the Corporation, and shall have such other powers and duties as may be prescribed from time to time by the Chairman of the Board.

Section 9. Assistant:

Any Assistant Secretary or Assistant Treasurer, respectively, may exercise any of the powers of Secretary or Treasurer, respectively, as provided in these Bylaws or as directed by the Board of Directors, and shall perform such other duties as may be prescribed by the Board or Chairman.

ARTICLE V

Trustees of the Corporation

The Board of Directors of the Corporation may appoint two or more persons to serve as Trustees of the Corporation for such periods of time as the Board deems appropriate. The role of a Trustee is limited to (i) assisting the Corporation in establishing and fostering beneficial relationships with various constituencies, e.g., community and business organizations, governmental agencies and charitable benefactors, in the City of Jacksonville, State of Florida and other jurisdictions (both within and outside the United States), and (ii) providing input and advice regarding the Corporation's mission, ministries and other activities. A Trustee shall serve without compensation and shall have no official role, authority or duties in or with respect to the Corporation. The Corporation's Board of Directors is its sole governing body.

ARTICLE VI

Miscellaneous

Section 1. Parliamentary Procedure:

When not in conflict with these Bylaws, Roberts Rules of Parliamentary Procedure shall establish the rules at all Director meetings.

Section 2. Fiscal Year:

The fiscal year of the Corporation shall be fixed, and shall be subject to change, by the action of the Board of Directors.

Section 3. Consent to Meeting:

The transactions approved at any meeting of the Board of Directors, however called and noticed, shall be as valid as though acted upon at a meeting duly held after regular call and notice, if a quorum is present and if, either before or after the meeting, each of the Directors not present signs a written waiver of notice, or a consent to the holding of such meeting, or an approval of the minutes thereof. All such waivers, consents or approvals shall be filed with the corporate records or made a part of the minutes of the meeting.

Section 4. Amendment and Repeal of Bylaws:

The Board of Directors may adopt, amend or repeal any of the Bylaws, including the Bylaws or amendment thereof changing the authorized number of Directors. Whenever an amendment or new Bylaws is adopted, it shall be inserted into the original Bylaws, in the appropriate place and with an appropriate notation as to the date thereof. If any Bylaws is repealed, the fact of repeal, with the date of the meeting at which the repeal is enacted or the written action assenting thereto it taken, shall be noted in the original Bylaws.

Section 5. Restrictions; Exempt Activities:

The Board of Directors and officers of the Corporation shall perform their duties and conduct the affairs of the Corporation in full compliance with the restrictions contained in Section B of Article III of the Corporation's Articles of Incorporation, which is excerpted in full below:

"B. Restrictions.

Notwithstanding any other provision in these Articles, all activities of the Corporation shall be carried on and all of the funds of the Corporation, whether income or principal and whether acquired by charge for services rendered, gift, contribution, investment return or other source, shall be used and applied exclusively for religious, charitable or educational purposes, and no part of the assets, income or profit of the Corporation shall be distributed to or enure to the personal benefit of any member of the Corporation or to any other individual; provided, however that reasonable compensation may be paid to any of the foregoing in exchange for services actually rendered to or for the benefit of the Corporation in furtherance of one or more of its purposes stated above.

The Corporation shall not engage, otherwise than as an insubstantial part of its total activities, in activities which in themselves are not in furtherance of one or more of the exempt purposes specified in Section 501(c)(3), Internal Revenue Code of 1986, as now or hereafter amended; no substantial part of the Corporation's activities shall consist of attempting to influence legislation by propaganda or otherwise; and the Corporation shall not participate or intervene in any political campaign on behalf of any candidate for public office. "

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