



The Jacksonville Partnership
for Children, Youth & Families

BOARD POLICY SMALL PROVIDER CRITERIA

Section:	Research and Grants	
Subject:	Small Provider Criteria	
Effective Date:	June 17, 2020	Review Date: February 18, 2026 No Changes
Approved: KHA Board, January 22, 2025		

AUTHORITY

KHA Ordinance, Sec. 77.105.(1)-
Definitions

Small Provider(s) shall mean any public or private non-profit entity that provides Services to KHA in the amount o/\$65,000 or less and meets the Small Provider Criteria established by the Board, which criteria at a minimum provide maximum caps on the entity's operating budget size, staff capacity, and number of children served.

KHA Ordinance, Sec. 77.109.a(1 3)-

Create Small Provider programs by means of Chapter J 26, Ordinance Code, subject to Section 77.111(b), to enable Small Providers to provide a portion of the Services permitted under the Plan.

KHA Ordinance, Sec. 77. t I t(b)
Contracts; contract administration; carryover.

Small Provider Contracts; Technical assistance. Small Provider Contracts shall be procured by the Board under Chapter /26, Ordinance Code, using informal bid requirements The Board shall establish "Small Provider Criteria", which criteria at a minimum shall provide maximum caps on the entity's operating budget size, staff capacity, and number of children served Small Provider Contracts may include contract provisions regarding financial reporting and insurance

that are less stringent than Provider Contracts, as approved by the CEO and the City Risk Manager . KHA will provide workshops and information sessions regarding opportunities for funding under this Chapter.

PURPOSE

This policy further defines the criteria for Small Providers, based upon expectations set in the Ordinance. These criteria will help in the efforts being set forth to develop programming to build capacity of Small Providers.

POLICY

To be considered a "Small Provider", a provider of children's services must:

- (1) Be a non-profit entity that (i) has been in existence for a minimum of one (I) year, and (ii), if required by law, is registered and in good standing with the Florida Department of State, Division of Corporations.
- (2) Have an annual operating budget of \$250,000 or less based upon the organization's financial statements (or other information) for its most recently completed fiscal year.
- (3) Have a minimum of I full or part-time employee, with a maximum of 15 full or part-time employees; and
- (4) Serve a minimum of 10 and a maximum of 500 children, excluding strictly event-based programming that may serve larger numbers.

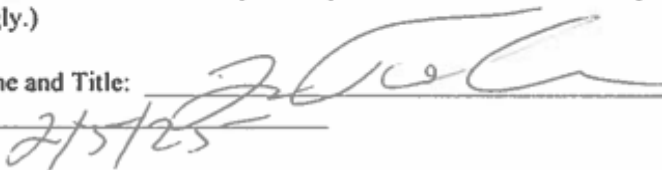
Applicants for funding designated by KHA for Small Providers must meet the Small Provider Criteria at the time of application for Small Provider funding.

Board Secretary Signature:

(in the event the Board Secretary is not present, the Board Chair may sign and authority shall pass down accordingly.)

Print Name and Title:

Date:

Handwritten signature and date. The signature is written in dark ink and appears to be "J. [unclear]". Below the signature, the date "2/15/25" is handwritten.