

# FollowUp Form

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## *Pinellas CARES Nonprofit Partnership Fund*

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### Project Name\*

Pinellas Eviction Diversion Program

### Amount Awarded for Future Programming

\$240,000.00

### Amount Spent - September 27 to 30, 2020\*

How much grant funding was spent between **September 27 to 30, 2020**?

\$457.75

### Amount Spent - September 2020\*

How much grant funding was spent during the **entire month of September 2020**?

\$3,606.69

### Amount Spent - October 1 to 3, 2020\*

How much grant funding was spent between **October 1 to 3, 2020**?

\$3,306.65

### Amount Spent as of October 3, 2020\*

How much of the awarded funding was spent **from project inception to October 3, 2020**?

\$6,913.34

### Brief Spending Narrative\*

Please briefly explain the spending activities from **September 27 to October 3, 2020**. If you have not expended any funds, please explain why.

**Example:** ABC Charity has only expended \$1,000 this week on program personnel while our food pantry was open. ABC Charity buys its food in bulk on the 15th of every month, and therefore there will be an uptick in expenditure that week.

IT consultant to add COVID data field to Legal Server Case Management system - \$233.75  
 2 additional phone lines dedicated to PDEP - \$24.00 per month  
 4 additional parking spaces to our existing lease agreement with Pinellas County for the new project staff charged at the rate of \$50.00 per space per month total \$200.00  
 Prorated property rent for 3 months at \$806.65 per month (prorated).

Employee name redacted - on file at PCF

[REDACTED] - Mediation Director to direct & oversee the implementation of all phases of the program, including the hiring of additional program staff. The mediation director will be paid biweekly a salary of \$2,500.00 = September 8 - October 3, 2020 - Total: \$2,500.00

## Client Story\*

Please give the true story of a client served this month by your programming. You may change identifying details. This allows us to connect to your programming on an emotional level.

“A tenant, Mr. S., and a landlord, Mr. A, were in high state of conflict when they came to the Pinellas Eviction Diversion Program. Communications had broken down and the tenant, who had lost his job in March due to COVID-19, was months behind on rent. Through the power of enhanced communication and two successful mediation sessions, we were able to mend the fences between these parties, obtain funding from the CARES act fund to pay the landlord directly, and work out a payment plan for the remainder of the past due rent. Both tenant and landlord are very happy with the outcome and are enjoying an improved relationship going forward.”

## *Eviction Mitigation through Legal Aid*

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### September 27 to 30, 2020 - Individuals Served - Eviction Mitigation\*

Please specify the number of individuals that were given legal aid services for eviction mitigation between September 27 and 30, 2020 through this grant funding.

4

### October 1 to 3, 2020 - Individuals Served - Eviction Mitigation\*

Please specify the number of individuals that were given legal aid services for eviction mitigation between October 1 and 3, 2020 through this grant funding.

7

### September Projections - Eviction Mitigation

This was the number of individuals your organization projected it would serve in September 2020 through this grant funding.

13

### September Projections - Percentage of Eviction Actions Resolved

This was the number of evictions actions your organization projected it would resolve to allow residents to remain in their homes in September 2020 through this grant funding.

5

### September 2020 - Actual Total # Served - Eviction Mitigation\*

Please specify how many individuals were given legal aid services for eviction mitigation through your programming in **September 2020** through this grant funding.

6

**September 2020 - Actual % Eviction Actions Resolved\***

Please specify the percentage of eviction actions that **were resolved** to allow residents to remain in their homes in **September 2020** through this grant funding.

0

**September 27 to 30, 2020 - ZIP Codes of Individuals Served - Eviction Mitigation\***

Please SUCCINCTLY describe the ZIP codes of program services and program recipients (if recipient data is available). **These numbers should add up to the number of total individuals served specified above for the days from September 27 to 30, 2020.**

**FOLLOW THE EXAMPLE FORMAT EXACTLY.**

**ZIP CODE: Number served**

**Example**

Legal Clinic (Program Service ZIP Code)  
33705: 15

Zoom Meditation Session w/Client (Participant ZIP Codes)  
33782: 5  
33764: 3  
33760: 8  
33713: 1  
33711: 2  
33709: 1

**October 1 to 3, 2020 - ZIP Codes of Individuals Served - Eviction Mitigation\***

Please SUCCINCTLY describe the ZIP codes of program services and program recipients (if recipient data is available). **These numbers should add up to the number of total individuals served specified above from October 1 to 3, 2020.**

**FOLLOW THE EXAMPLE FORMAT EXACTLY.**

**ZIP CODE: Number served**

**Example**

Legal Clinic (Program Service ZIP Code)  
33705: 15

Zoom Meditation Session w/Client (Participant ZIP Codes)  
33782: 5

33764: 3

33760: 8

33704: 1

33781: 1

33705: 1

33713: 1

33705: 1

33771: 1

## *Cost Reimbursement Basis - Justification of Expenditures*

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### **Monthly Reimbursement Request\***

Please complete the Pinellas CARES Reimbursement Request worksheet, attach appropriate backup documentation and upload as a PDF here.

If you have a regular reporting/invoicing process, you may use your own similar worksheet, however, for your convenience, we have provided a template you can **DOWNLOAD HERE**.

If you have any notes on this document, please put them in the field below.

Sept Updated 2020 submission - Pinellas Eviction Diversion ProgramPacket updated.pdf  
Please let us know if you need further documentation.