

**OFFICE OF THE SHERIFF  
Clay County, Florida  
Rick Beseler, Sheriff**

**MEMORANDUM**

TO: Diane Hutchings  
Chairman, Board of County Commissioners

FROM: Elise M. Gann  
Chief Financial Officer

DATE: June 17, 2016

RE: Budget Transfers – Teen Driver Challenge Grant

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**\*\*REQUESTED ACTION:** Budget transfer request for the Teen Driver Challenge Grant in the amount of \$1000.00.

Funds from The Teen Driver Challenge Grant pays for updated program materials, resources and instructor fees necessary for a successful program.

**BACKGROUND:** The Teen Driver Challenge program is designed to help teens improve their driving skills. The classroom portion of the Teen Driver Challenge covers the workbook and deals with crash-related issues. The hands-on driving portion of the program is taught by law enforcement instructors and addresses standard and defensive driving skills. It is offered at no cost to the students

**AGREEMENT TERM:** Teen Driver Challenge Grant: FY2015 -2016

**COST:** NA

**FUNDING SOURCE:** NA

**STAFF REVIEW COMMENTS:** NA

**ADVANCE PAYMENT REQUIRED:** NA

**SOLE SOURCE:** NA





**Executive Board**

Donna Wethington, MEd, BS, CPP  
*President*

Kathy Schofield  
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Chief Gary Goble  
*Officer at Large*

Clay Action Coalition, Inc.  
2306 Kingsley Avenue  
Bldg. 19, Room 1910  
Orange Park, FL 32073

May 3, 2016

Clay County Sheriff's Office  
P. O. Box 548  
Green Cove Springs, FL 32073  
Attn: Finance Department

RE: Teen Driver Challenge Sponsorship/Donation

To Whom It May Concern:

On behalf of Clay Action Coalition, Inc., we are proud to sponsor the Teen Driver Challenge program. Please accept this check for \$1000.00 in support of your program.

We wish you much success with your event!

Sincerely,

Stephanie Geoghagan  
Project Coordinator

Stephanie Geoghagan  
Project Coordinator  
CACSteph@gmail.com

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*"Promoting Safe, Healthy and Drug Free Communities For All"*

