



**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.

Entity Information PLEASE SEE ATTACHED NARRATIVE FOR COMPLETE RESPONSES.

Name of Entity: The School Board of Miami-Dade County

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

Contact Information:

Primary Contact Name: Ms. Nyce Daniel, Lindsey Hopkins Technical

Title: Principal

Mailing Address: 750 NW 20 Street
Miami, FL 33127

Phone Number: 305-324-6070

Email: ndaniel@dadeschools.net

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:

Each proposal must include the following information describing how the program satisfies the eligibility requirements listed on page 1.

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

Dental Assistant-This program prepares students for employment as a Dental Assistant. The course content consists of dental office and patient management.

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

This proposal supports state technical centers by providing them with an opportunity to offer a program that will provide students with employability skills.

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

This proposal will provide participants transferable, sustainable workforce skills in the proposed program of dental assistant. The students will attain skills such as dental and general anatomy, dental terminology, nutrition, dental

D. Does this proposal support a program(s) that is offered to the public?

Yes No

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

This proposal is based on the criteria established by the state technical colleges. The criteria for state technical centers provide students with the technical knowledge and skills, academic rigor, and real-world experience for high-skill,

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 jobs 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.

This proposal will promote economic opportunity by enhancing workforce training. Based on the Florida Bureau of Labor Market, by the year 2024 the state of Florida will need 20, 932 Dental Assistants. There are 817 job openings for Dental Assistants every year in Florida; and the annual growth rate is 1.96%. The success of the proposed training is based on program completion and job placement. Increasing the number of dental assistants will address the demand for workers in the field, strengthen the

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.

B. Does the proposal align with Florida's Targeted Industries? (View Florida's Targeted Industries here.)

Yes No

If yes, please indicate the targeted industries with which the proposal aligns.
If no, with which industries does the proposal align?

Life Sciences

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 Occupation Lists here.)

Yes No

If yes, please indicate the occupation(s) with which the proposal aligns.
If no, with which occupation does the proposal align?

Dental Assistant SOC Cod-319091



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) where the training will be available.

The training will be classroom-based embedded with clinical rotations.

E. Indicate the number of anticipated enrolled students and completers.

Twenty (20) students enrolled with at least 14 completers.

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

Begin Date: 9/25/2017 End Date: 10/1/2018

G. Describe the plan to support the sustainability of the proposal.

-Recruit/Interview students who are interested in pursuing a career as Dental Assistants.

-Complete the necessary paperwork for program entry

-Conduct program orientation



H. Identify any certifications, degrees, etc. that will result from the completion of the program. Please include the Classification of Instructional Programs (CIP) code if applicable.

At the completion of the program, the student will receive a certificate of completion.

The Classification of Instructional Program (CIP) code is Certified Dental Assistant CIP

Code - 51.0601.






I. Does this project have a local match amount?

Yes No

If yes, please describe the entity providing the match and the amount.

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

Dental assistants are in great demand; Lindsey Hopkins has the advantage of having a dental clinic on-site managed by a non-profit organization - Community Smiles 

3. Program Budget

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

A. Workforce Training Project Costs:

Equipment	\$ 16,600.00		
Personnel	\$ 84,671.00		
Facilities	\$		
Tuition	\$ 75,000.00		
Training Materials	\$ 28,000.00		
Other	\$ 700.00	Please Specify:	Student ID, _____
Total Project Costs	\$ 204,971.00		

B. Other Workforce Training Project Funding Sources:

City/County	\$ 0.00		
Private Sources	\$ 0.00		
Other (grants, etc.)	\$ 0.00	Please Specify:	_____
Total Other Funding	\$ 0.00		

Total Amount Requested \$ 204,971.00

Note: The total amount requested must equal the difference between the workforce training project costs in 3.A. and the other workforce training project funding sources in 3.B.



- 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.

Personnel - (1) full-time teacher \$50,000 plus fringes Retirement 8.58%, FICA 6.20%, Medicare 1.45%; WC/Lia/Unemployment 2.85% 9,540 = \$54,900 and one (1) part-time hourly teacher \$25,000 plus fringes (Retirement \$2,145, FICA \$1,550; Medicare \$363; WC/Lia/Unemployment \$713.00) = \$29,771.00 = Total \$84,671. The full-time instructor will be responsible for direct instruction and clinical, while the part-time instructor will assist in clinical rotation.
 Equipment - 2 vibrators \$300 x 2 = \$600; 1 autoclave \$15,000; and 2 vacuums \$500

4. Approvals and Authority

- 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)?

The School Board of Miami-Dade County

- 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.

The Miami-Dade County Public Schools Board meeting dates: September 6, 2017; October 11, 2017; November 15, 2017; and December 6, 2017.

- ii. State whether that group can hold special meetings, and if so, upon how many days' notice.

A special meeting must be requested five days prior to the requested meeting date.

- 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.



I, the undersigned, do hereby certify that I have express authority to sign this proposal on behalf of the above-described entity.

Name of Entity: The School Board of Miami-Dade County

Name and Title of Authorized Representative: Mr. Alberto M. Carvalho, Superintendent of Schools

Representative Signature: *Alberto M. Carvalho*

Signature Date: 8/9/17



Miami-Dade County Public Schools

giving our students the world

Superintendent of Schools
Alberto M. Carvalho

Miami-Dade County School Board
Dr. Lawrence S. Feldman, Chair
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Dr. Dorothy Bendross-Mindingall
Susie V. Castillo
Dr. Steve Galton III
Perla Tabares Hantman
Dr. Martin Karp
Lubby Navarro
Mari Tere Rojas

June 22, 2017

Ms. Martha K. Asbury
Assistant Deputy Commissioner
Division of Finance and Operations
Florida Department of Education
325 West Gaines Street
Room 344, Turlington Building
Tallahassee, Florida 32399-0400

Dear Ms. Asbury:

This letter is to confirm that Ms. Iraida R. Mendez-Cartaya, Associate Superintendent, Office of Intergovernmental Affairs, Grants Administration, and Community Engagement, is authorized to sign grant-related documents on my behalf.

If you have any questions or need further assistance, please contact Ms. Mendez-Cartaya at 305 995-1497 or imendez@dadeschools.net.

Sincerely,

Alberto M. Carvalho
Superintendent of Schools

AMC:mlp
L1136

cc: Ms. Iraida R. Mendez-Cartaya
Mr. Ron Y. Steiger

Additional Narrative

The School Board of Miami-Dade County

Ms. Nyce Daniel, Lindsey Hopkins Technical College

Principal

750 NW 20 Street

Miami, FL 33127

305-324-6070

ndaniel@dadeschools.net

Program Title: Dental Assistant

Program Type: Career Preparatory

Career Cluster: Life Sciences

1A. Dental Assistant-This program prepares students for employment as a Dental Assistant. The course content consists of dental office and patient management, basic dental laboratory procedures, dental and general anatomy, dental terminology, nutrition, dental instrument and equipment utilization, microbiology, dental pharmacology and anesthesia, chairside assisting and expanded functions, dental office emergencies/CPR, dental radiography, maintenance and asepsis of dental operator and instrumentation, dental specialty procedures, employability skills, leadership and human relations skills, ethics and jurisprudence, dental materials and preventive dentistry.

1B. This proposal supports state technical centers by providing them with an opportunity to offer a program that will provide students with employability skills and potential employment in dental clinics and dental offices. This proposal would augment the number of individuals who receive adequate technical training to obtain gainful employment.

1C. This proposal will provide participants transferable, sustainable workforce skills in the proposed program of dental assistant. The students will attain skills such as dental and general anatomy, dental terminology, nutrition, dental instrumentation and equipment utilization, microbiology, dental pharmacology and anesthesia, chair-side assisting and expanded functions, dental office emergencies/CPR, dental radiography, maintenance and asepsis of dental operator and instrumentation, dental specialty procedures, employability skills, leadership and human relations skills, ethics and jurisprudence, dental materials and preventive dentistry.

1E. This proposal is based on the criteria established by the state technical colleges. The criteria for state technical centers provide students with the technical knowledge and skills, academic rigor, and real-world experience for high-skill, high-demand, and highly successful careers.

1G. This proposal will promote economic opportunity by enhancing workforce training. Based on the Florida Bureau of Labor Market, by the year 2024 the state of Florida will need 20, 932 Dental Assistants.

There are 817 job openings for Dental Assistants every year in Florida; and the annual growth rate is 1.96%. The success of the proposed training is based on program completion and job placement. Increasing the number of dental assistants will address the demand for workers in the field, strengthen the workforce, and consequently the community.

2A. No

2B. Life Sciences

2C. Dental Assistant SOC Cod-319091

2D. The training will be classroom-based in person Lindsey Hopkins Technical College located at 750 NW 20 Street, Miami, FL 33127

2E. Anticipated enrollment of fifty (50) students with a 100% completion.

2G. Recruit/Interview students who are interested in pursuing a career as Dental Assistants.

-Complete the necessary paperwork for program entry

-Conduct program orientation

-Monitor students' progress through meetings with instructor and counselor

-Collaborate with instructor, counselor, department chair, and administrator to handle issues to support students, and make necessary adjustments if needed.

2H. At the completion of the program, the student will receive a certificate of completion. The Classification of Instructional Program (CIP) code is Certified Dental Assistant CIP Code - 51.0601.

2J. Dental assistants are in great demand; Lindsey Hopkins has the advantage of having a dental clinic on-site managed by a non-profit organization - Community Smiles where over 67 experienced dentists volunteer. The clinic serves over 10,000 clients annually, including services to elementary and middle school students through partnerships with Miami-Dade County Public Schools. Such setting can afford our students the opportunity to receive quality training to be prepared to succeed in the workforce.

3C. Twenty students to attend a twelve month, Dental Assistant program offered at Lindsey Hopkins Technical College starting September 25, 2017 till October 1, 2018.

Personnel - (1) full-time teacher \$50,000 plus fringes Retirement 8.58%, FICA 6.20%, Medicare 1.45%; WC/Lia/Unemployment 2.85% 9,540 = \$54,900 and one (1) part-time hourly teacher \$25,000 plus fringes (Retirement \$2,145, FICA \$1,550; Medicare \$363; WC/Lia/Unemployment \$713.00) = \$29,771.00 = Total \$84,671. The full-time instructor will be responsible for direct instruction and clinical, while the part-time instructor will assist in clinical rotation.

Equipment - 2 vibrators \$300 x 2 = \$600; 1 autoclave \$15,000; and 2 vacuums \$500 x 2 = \$1,000; for hands-on and applications total of \$16,600

Tuition - \$3,800 x 20 students = \$76,000

Training Materials - books \$425 x 20 = \$8,500; Professional Development \$10,000; Supplemental Materials \$10,000; total \$28,000

Other - Student ID \$20 x 20 = \$400; Application Fee \$15 x 20 = \$300; total = \$700

Total \$204,971

4A. The School Board of Miami-Dade County

4B. i. The Miami-Dade County Public Schools Board meeting dates are: Sept 6, 2017; Oct 11, 2017; November 15, 2017; and Dec 6, 2017.

ii. A special meeting must be requested five days prior to the requested meeting date.