

Rick Scott
GOVERNOR



Jesse Panuccio
EXECUTIVE DIRECTOR

September 21, 2015

Mr. Garry Causey, Director
Community Planning and Development Division, 4HD
U.S. Department of Housing and Urban Development
Charles Bennett Federal Building
400 West Bay Street, Suite 1015
Jacksonville, Florida 32202-4410

DBA16 DBT16
DBF16 DBS16

Re: Fiscal Year 2015 Funding Approval/Agreement B-15-DC-12-0001

Dear Mr. Causey:

On behalf of the State of Florida, the Department of Economic Opportunity is pleased to accept the Small Cities Community Development Block Grant (CDBG) funding for Federal Fiscal Year 2015. As requested, enclosed is a signed original Funding Approval/Agreement Form and the requested information regarding the Department's indirect cost rate.

We look forward to working with you and our local government partners in the upcoming program year. The CDBG funds are instrumental in addressing needed economic development, infrastructure and housing projects that target Florida's rural, low to moderate income families. If additional information is required, please contact Ms. Paula Lemmo, Bureau Chief, Division of Community Development at 850-717-8470 or by email at paula.lemmo@deo.myflorida.com.

Sincerely,

William B. Killingsworth
Director, Division of Community Development

WBK/cm

Enclosures

Cc: Larry M. Lopez, Senior Community Planning and Development Representative

Florida Department of Economic Opportunity | Caldwell Building | 107 E. Madison Street | Tallahassee, FL 32399
866.FLA.2345 | 850.245.7105 | 850.921.3223 Fax
www.floridalabs.org | www.twitter.com/FLDEO | www.facebook.com/FLDEO

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Funding Approval/Agreement

Title I of the Housing and Community Development Act (Public Law 930383)
 HI-00515R of 20515R

U.S. Department of Housing and Urban Development
 Office of Community Planning and Development
 Community Development Block Grant Program

OMB Approval No.
 2506-0193 (exp 5/31/2018)

1. Name of Grantee (as shown in item 5 of Standard Form 424) Florida	3a. Grantee's 9-digit Tax ID Number 364706134	3b. Grantee's 9-digit DUNS Number 968930664
2. Grantee's Complete Address (as shown in item 5 of Standard Form 424) FLORIDA DEPARTMENT OF ECONOMIC OPPORTUNITY 107 East Madison St. Tallahassee, FL 32399	4. Date use of funds may begin 07/01/2015	
	5a. Project/Grant No. 1 B-15-DC-12-0001	6a. Amount Approved \$24,019,316
	5b. Project/Grant No. 2	6b. Amount Approved

Grant Agreement: This Grant Agreement between the Department of Housing and Urban Development (HUD) and the above named Grantee is made pursuant to the authority of Title I of the Housing and Community Development Act of 1974, as amended, (42 USC 5301 et seq.). The Grantee's submissions for Title I assistance, the HUD regulations at 24 CFR Part 570 (as now in effect and as may be amended from time to time), and this Funding Approval, including any special conditions, constitute part of the Agreement. Subject to the provisions of this Grant Agreement, HUD will make the funding assistance specified here available to the Grantee upon execution of the Agreement by the parties. The funding assistance specified in the Funding Approval may be used to pay costs incurred after the date specified in item 4 above provided the activities to which such costs are related are carried out in compliance with all applicable requirements. Pre-agreement costs may not be paid with funding assistance specified here unless they are authorized in HUD regulations or approved by waiver and listed in the special conditions to the Funding Approval. The Grantee agrees to assume all of the responsibilities for environmental review, decision making, and actions, as specified and required in regulations issued by the Secretary pursuant to Section 104(g) of Title I and published in 24 CFR Part 58. The Grantee further acknowledges its responsibility for adherence to the Agreement by sub-recipient entities to which it makes funding assistance hereunder available.

U.S. Department of Housing and Urban Development (By Name) Gary Causey	Grantee Name Florida
Title HUD Community Planning and Development Director	Title
Signature <i>Gary Causey</i>	Signature <i>[Handwritten Signature]</i>
Date (mm/dd/yyyy) 09/01/2015	Date (mm/dd/yyyy) 9/2/15

7. Category of Title I Assistance for this Funding Action (check only) <input type="checkbox"/> a. Entitlement, Sec 106(b) <input checked="" type="checkbox"/> b. State-Administered, Sec 106(d)(1) <input type="checkbox"/> c. HUD-Administered Small Cities, Sec 106(d)(2)(B) <input type="checkbox"/> d. Indian CDBG Programs, Sec 106(a)(1) <input type="checkbox"/> e. Surplus Urban Renewal Funds, Sec 112(b) <input type="checkbox"/> f. Special Purpose Grants, Sec 107 <input type="checkbox"/> g. Loan Guarantee, Sec 108	8. Special Conditions (check one) <input type="checkbox"/> None <input checked="" type="checkbox"/> Attached	9a. Date HUD Received Submission (mm/dd/yyyy) 06/30/2015	10. check one <input checked="" type="checkbox"/> a. Orig. Funding Approval <input type="checkbox"/> b. Amendment Amendment Number	
		9b. Date Grantee Notified (mm/dd/yyyy) 09/01/2015		
		9c. Date of Start of Program Year (mm/dd/yyyy) 07/01/2015		
11. Amount of Community Development Block Grant				
		FY (2015)	FY ()	FY ()
a. Funds Reserved for this Grantee		\$24,019,316		
b. Funds now being Approved		\$24,019,316		
c. Reservation to be Cancelled (11a minus 11b)				

12a. Amount of Loan Guarantee Commitment now being Approved N/A	12b. Name and complete Address of Public Agency FLORIDA DEPARTMENT OF ECONOMIC OPPORTUNITY 107 East Madison St. Tallahassee, FL 32399
12c. Name of Authorized Official for Designated Public Agency	Title
	Signature

HUD Accounting use Only

Batch	TAC	Program	Y	A	Reg	Area	Document No.	Project Number	Category	Amount	Effective Date (mm/dd/yyyy)	F
	153											
	176											
			Y					Project Number		Amount		
			Y					Project Number		Amount		

Date Entered PAS (mm/dd/yyyy)	Date Entered LOCCS (mm/dd/yyyy)	Batch Number	Transaction Code	Entered By	Verified By
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8. Special Conditions.

- (a) The period of performance for the funding assistance specified in the Funding Approval ("Funding Assistance") shall begin on the date specified in item 4 and shall end on September 1, 2022. The Grantee shall not incur any obligations to be paid with such assistance after September 1, 2022. (Source: 31 U.S.C: 1551-1557)
- (b) If Funding Assistance will be used for payment of indirect costs pursuant to 2 CFR 200, Subpart E - Cost Principles, attach a schedule in the format set forth below to the executed Grant Agreement that is returned to HUD. The schedule shall identify each department/agency that will carry out activities with the Funding Assistance, the indirect cost rate applicable to each department/agency (including if the de minimis rate is charged per 2 CFR §200.414), and the direct cost base to which the rate will be applied. Do not include indirect cost rates for subrecipients.

<u>Administering Department/Agency</u>	<u>Indirect cost rate</u>	<u>Direct Cost Base</u>
_____	_____ %	_____
_____	_____ %	_____
_____	_____ %	_____

- (c) The grantee shall comply with requirements established by the Office of Management and Budget (OMB) concerning the Universal Numbering System and System for Award Management (SAM) requirements in Appendix A to 2 CFR part 25, and the Federal Funding Accountability and Transparency Act (FFATA) in Appendix A to 2 CFR part 170.
- (d) The grantee, unit of general local government or Insular Area that that directly or indirectly receives CDBG funds may not sell, trade, or otherwise transfer all or any such portion of such funds to another such entity in exchange for any other funds, credits or non-Federal considerations, but must use such funds for activities eligible under title I of the Housing and Community Development Act of 1974 (the Act). (Source: P.L. 113-235, Consolidated and Further Continuing Appropriations Act, 2015, Division K, Title II, Community Development Fund)
- (e) CDBG funds may not be provided to a for-profit entity pursuant to section 105(a)(17) of the Act unless such activity or project has been evaluated and selected in accordance with Appendix A to 24 CFR 570 - "Guidelines and Objectives for Evaluating Project Costs and Financial Requirements." (Source - P.L. 113-235, Consolidated and Further Continuing Appropriations Act, 2015, Division K, Title II, Community Development Fund)

- (f) The grantee shall ensure that no CDBG funds are used to support any Federal, State, or local projects that seek to use the power of eminent domain, unless eminent domain is employed only for a public use. For the purposes of this requirement, public use shall not be construed to include economic development that primarily benefits private entities. Any use of funds for mass transit, railroad, airport, seaport or highway projects as well as utility projects which benefit or serve the general public (including energy-related, communication-related, water-related and wastewater-related infrastructure), other structures designated for use by the general public or which have other common-carrier or public-utility functions that serve the general public and are subject to regulation and oversight by the government, and projects for the removal of an immediate threat to public health and safety or brownsfield as defined in the Small Business Liability Relief and Brownsfield Revitalization Act (Public Law 107-118) shall be considered a public use for purposes of eminent domain. (Source: P.L. 113-235, Consolidated and Further Continuing Appropriations Act, 2015, Division K, Title IV, General Provisions, Section 407)

**NEGOTIATED INDIRECT COST RATE AGREEMENT (NICRA)
STATE DEPARTMENT/AGENCY**

DEPARTMENT/AGENCY: EIN: 36-4706134
State of Florida Department of Economic Opportunity (DEO)
Caldwell Building, 107 East Madison Street
Tallahassee, Florida 32399-4120

DATE: December 3, 2014
FILE REF: This replaces
the agreement dated
December 10, 2013

The indirect cost rate(s) contained herein are for use on grants and contracts with the Federal Government to which OMB Circular No. A-87 apply subject to the limitations contained in the Circular and in Section II, A, below. The rate(s) were negotiated between the State of Florida, Department of Economic Opportunity (DEO) and the U. S. Department of Labor in accordance with the authority contained in Attachments C and E of the Circular.

SECTION I: RATES

<u>TYPE</u>	<u>EFFECTIVE PERIOD</u>		<u>RATE*</u>	<u>LOCATION</u>	<u>APPLICABLE TO</u>
	<u>FROM</u>	<u>TO</u>			
Final	7/1/13	6/30/14	9.3079% (a)	All	UC
Final	7/1/13	6/30/14	.2885% (b)	All	HCP
Final	7/1/13	6/30/14	.2476% (b)	All	WIA
Final	7/1/13	6/30/14	.3576% (b)	All	WTS/FSET
Final	7/1/13	6/30/14	9.5988% (a)	All	OP
Provisional	7/1/14	6/30/16	10.8261% (a)	All	UC
Provisional	7/1/14	6/30/16	.2810% (b)	All	HCP
Provisional	7/1/14	6/30/16	.2523% (b)	All	WIA
Provisional	7/1/14	6/30/16	.3939% (b)	All	WTS/FSET
Provisional	7/1/14	6/30/16	10.6240% (a)	All	OP

See the Special Remarks section for abbreviation explanations and additional information.

BASE*

(a) Total direct salaries and wages including all applicable fringe benefits.

(b) Total direct salaries and wages including all applicable fringe benefits plus flow-through funding.

TREATMENT OF FRINGE BENEFITS: Fringe benefits are specifically identified to each employee and are charged individually as direct costs. The directly claimed fringe benefits are listed in the Special Remarks Section of this Agreement.

TREATMENT OF PAID ABSENCES: Vacation, holiday, sick leave pay and other paid absences are included in salaries and wages and are claimed on grants, contracts and other agreements as part of the normal cost for salaries and wages. Separate claims for the cost of these paid absences are not made.

SECTION II: GENERAL

A. **LIMITATIONS:** Use of the rate(s) contained in this Agreement is subject to any statutory or administrative limitations and is applicable to a given grant or contract only to the extent that funds are available. Acceptance of the rate(s) agreed to herein is predicated upon the following conditions:

(1) that no costs other than those incurred by the grantee/contractor or allocated to the grantee/contractor via an approved central service cost allocation plan were included in its indirect cost pool as finally accepted and that such incurred costs are legal obligations of the grantee/contractor and allowable under the governing cost principles,

(2) that the same costs that have been treated as indirect costs have not been claimed as direct costs,

(3) that similar types of costs have been accorded consistent treatment, and

(4) that the information provided by the grantee/contractor which was used as a basis for acceptance of the rate(s) agreed to herein is not subsequently found to be materially inaccurate.

The elements of indirect cost and the type of distribution base(s) used in computing provisional rates are subject to revision when final rates are negotiated. Also, the rates cited in this Agreement are subject to audit.

B. **CHANGES:** The grantee/contractor is required to provide written notification to the indirect cost negotiator prior to implementing any changes which could affect the applicability of the approved rates. Changes in the indirect cost recovery plan, which may result from changes such as the method of accounting or organizational structure, require the prior written approval of the Division of Cost Determination (DCD). Failure to obtain such approval may result in subsequent cost disallowance.

C. **NOTIFICATION TO FEDERAL AGENCIES:** A copy of this document is to be provided by this organization to other Federal funding sources as a means of notifying them of the Agreement contained herein.

D. **PROVISIONAL-FINAL RATES:** The grantee/contractor must submit a proposal to establish a final rate within six months after their fiscal year end. Billings and charges to Federal awards must be adjusted if the final rate varies from the provisional rate. If the final rate is greater than the provisional rate and there are no funds available to cover the additional indirect costs, the organization may not recover all indirect costs. Conversely, if the final rate is less than the provisional rate, the organization will be required to pay back the difference to the funding agency.

Indirect costs allocable to a particular award or other cost objective may not be shifted to other Federal awards to overcome funding deficiencies, or to avoid restrictions imposed by law or by terms of the award.

E. SPECIAL REMARKS:

1. Indirect costs charged to Federal grants/contracts by means other than the rate(s) cited in the Agreement should be adjusted to the applicable rate cited herein and be applied to the appropriate base to identify the proper amount of indirect costs allocable to the program.

2. Contracts/grants providing for ceilings as to the indirect cost rates(s) or amount(s) which are indicated in Section I above, will be subject to the ceilings stipulated in the contract or grant agreements. The ceiling rate or the rate(s) cited in this Agreement, whichever is lower, will be used to determine the maximum allowable indirect cost on the contract or grant agreement.

3. The indirect cost pool consists of allowable, allocable expenses of the following:

Director's Office	Chief Financial Officer
General Counsel	Inspector General
Budget Management	Financial Management
Human Resources Management	General Services
Shared Costs	Information Technology Services
Terminal Leave	UC Benefits
Financial Monitoring & Accountability	
State-wide Cost Allocation Plan Costs	

4. Fringe benefits other than paid absences consist of the following:

Retirement	Social Security
Group Health Ins	Life Ins
Senior Mgt. Disab. Ins	Pre-Tax Benefits

5. Explanations of the abbreviations used in Section I, above, are as follows:

UC = Unemployment Compensation Programs
HCP = Housing & Community Programs
WIA = Workforce Investment Act Programs
WTS/FSET = Welfare Transition Programs & Food Stamp Employment and Training
OP = Other Programs (all agency programs not included in another rate entity)

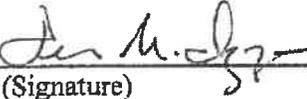
6. The Florida Department of Economic Opportunity maintains and operates a number of state/federal-owned facilities acquired with various sources of federal and state funds. Maintenance and operating costs associated with these facilities are directly billed to users. Billing rates are designed to recover anticipated service costs on a breakeven basis. Direct billings made in accordance with the agency's "Facilities Services Rate Plan" are hereby approved.
7. Florida legislation was passed to create the Department of Economic Opportunity (DEO), which replaced the former agency, Agency for Workforce Innovation (AWI), October 1, 2011.

ACCEPTANCE

BY THE ORGANIZATION:

State of Florida Department of
Economic Opportunity (DEO)
Caldwell Building – MSC 120
107 East Madison Street
Tallahassee, Florida 32399

(Grantee/Contractor)



(Signature)

Dean Izzo

(Name)

Chief Financial Officer

(Title)

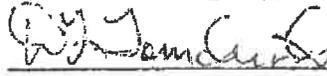
12-9-14

(Date)

**BY THE COGNIZANT AGENCY
ON BEHALF OF THE
FEDERAL GOVERNMENT:**

U.S. DEPARTMENT OF LABOR
Division of Cost Determination
415 Broad Street
Mount Airy, NC 27030

(Government Agency)



(Signature)

Victor M. Lopez

(Name)

Chief, Division of Cost Determination

(Title)

December 3, 2014

(Date)

Negotiated By: Damon L Tomchick
Telephone No.: 240-475-2786

Indirect Cost Rate Proposal - Checklist
OMB Circular A-87 - State & Local Governments
State Workforce Agencies

1. Submit once unless changes are observed:
 - ___ 1a. Organizational chart,
 - ___ 1b. Employee time sheet sample, providing for distribution of hours to direct/indirect functions.
 - ___ 1c. Cost Policy Statement signed by a duly authorized official (sample provided in the DCD website).

2. An indirect cost rate proposal providing the following schedules:
 - ___ 2a. Personnel Costs Worksheet, including fringe benefits breakdown. Agencies may aggregate salary expense by department such as accounting, human resources, office of director, etc.
 - ___ 2b. Allocation of Personnel Worksheet, providing indirect/direct time charges.
 - ___ 2c. Fringe Benefits Worksheet, if fringes are not directly and indirectly identified.
 - ___ 2d. Statement of Total Costs, segregated between the indirect and direct costs incurred by line item of expense (salaries, fringes, rent, etc.), identified by Federal agency, specific government grant, contract, and other non-Federal activities. Note that the allocation base and the amount of indirect costs allocated to each funding source should be identified.
 - ___ 2e. Statement of Indirect Costs, including indirect line item of expenses, allocation base, and indirect cost rate proposed.

3. ___ Financial statements (audited if available) for the applicable fiscal year. Note: The Statement of Total Costs (2d. above) must reconcile to Financial Statements. If not, please provide a reconciliation statement.

4. ___ Signed and dated Certificate of Indirect Costs (sample form is provided in the DCD website).

5. ___ A listing of grants and contracts by Federal agency, subagency, program office funding source (including ARRA - American Recovery and Reinvestment Act), total dollar amount, period of performance, and the indirect cost limitations (if any) applicable to each, such as amounts restricted by administrative or statutory regulations, applicable to the period(s) of the proposal(s). This listing should also be supported by the approved Federal grant or contract notification award(s).

6. ___ A schedule listing any funding sources excluded from indirect cost allocation base and the reason for the exclusion.

7. ___ Copy of HHS approved SWCAP, if SWCAP costs are allocated to federal programs.

8. ___ A list of all non-UI programs that utilize the UI tax collection system. A separate tax sharing agreement must be negotiated prior to the collection of non-UI funds using the UI tax collection system.

Note: For organizations receiving funding from DOL's Employment and Training Administration (ETA) or Job Corps, please ensure that the proposed individual compensation (salary and bonus) complies with salary limitations disclosed in ETA's TEGL 5-06 and/or Job Corps memo dated 1/13/09. These documents can be access through DCD's website – see link below. If applicable, two additional proposal worksheets (see 2b. and 2d above) may be needed; to show ETA and/or Job Corps rates reflecting unallowable compensation and prorated amounts. If you have any questions, visit our website (see link below) for contact information.

¹ Refer to the following website to obtain samples of indirect cost proposal exhibits, employee timesheet, certification and cost policy statement: <http://www.dol.gov/oasam/programs/boc/costdeterminationguide/main.htm>

U.S. Department of Labor

**Office of the Assistant Secretary
for Administration and Management
Washington, D.C. 20210**



December 3, 2014

Dean Izzo
Chief Financial Officer
State of Florida Department of Economic Opportunity (DEO)
Caldwell Building, MSC 120
107 East Madison Street
Tallahassee, Florida 32399

Dear Mr. Izzo:

Two copies of a Negotiated Indirect Cost Rate Agreement (NICRA) are enclosed. These documents reflect an understanding reached by the State of Florida Department of Economic Opportunity (DEO) and the U.S. Department of Labor concerning indirect cost rates for use on grants and contracts funded by the Department and other Federal agencies.

Please sign both copies. Return one copy to the address below, and retain the other copy for your files. Since the plan does not become effective until signed by a duly authorized representative of your organization, please give this matter your immediate attention.

DEO's next indirect cost rate proposal based on actual costs for the fiscal year ending June 30, 2015, is due in this office no later than December 31, 2015 and should be submitted to:

Damon Tomchick
U. S. Department of Labor
Division of Cost Determination
415 Broad Street
Mount Airy, NC 27030

The proposal will be used to establish final rates for the fiscal year ending June 30, 2015, and provisional rates for fiscal year ending June 30, 2017, and must be supported with documentation from the attached checklist.

If you have any questions, please contact Damon Tomchick at 240-475-2786, or by e-mail at tomchick.damon@dol.gov.

Sincerely,

Victor M. Lopez
Chief
Division of Cost Determination

FINANCIAL REPORT

2014 DEC -8 6:10:57

11/10/14

Paul, Debra Dee

From: Matthews, Colleen
Sent: Thursday, June 30, 2016 10:27 AM
To: Paul, Debra Dee
Cc: Hutton, George E.; Matthews, Colleen
Subject: FFY 2015 CDBG Federal Award
Attachments: 2015 CDBG AWARD B-15-DC-12-0001.pdf

Debra,

Attached is the award document and our acceptance letter for your files for the referenced FFY.

If you have any questions concerning this matter please contact me at 850/717-8415 or reply to this email.

Thank you,

Colleen Matthews
Community Planner
Small Cities CDBG Program
Bureau of Community Revitalization
P: 850/717-8415
Email: colleen.matthews@deo.myflorida.com