

WORKFORCE INVESTMENT ACT (WIA)

NATIONAL EMERGENCY GRANTS GRANT AGREEMENT & Initial Notice of Obligation

Grant Number: EM-27348-15-60-A-12

1. **Parties.** Consistent with the Governor/Secretary Agreement, this grant agreement is entered into between the U.S. Department of Labor, Employment and Training Administration (Grantor) and the **State of Florida (Grantee)**.
2. **Grant Funds.** This grant agreement applies to the approved grant project referenced in the Notice of Obligation clause below and is awarded under the National Emergency Grants (NEG) Program in accordance with the **Workforce Investment Act of 1998, Public Law No. (Pub. L.) 105-220, (codified as amended at 29 U.S.C. 2801 et seq.) (WIA or Act)**, Section 173; the NEG regulations at 20 CFR Part 671; the NEG application guidelines and subsequent policy guidance; and the funds appropriated for **Program Year (PY) 2014** (including any FY-15 Advance funds).
3. **Applicable Authority.** Funds provided under this grant agreement must be expended in accordance with the terms and conditions of the approved grant award for the referenced NEG project and any subsequent grant modifications thereto; all applicable Federal statutes, regulations and policies or guidance, including those of the Grantor; applicable cost principles; and the terms and provisions in the applicable appropriation acts and those of the Workforce Innovation and Opportunity Act as presently in effect and as may become effective during the terms of this Agreement.
4. **Award Documents.** This NEG award document (including attachments) hereby adopts the approved or conditionally approved grant application which is incorporated by reference and by attachment to this grant agreement subject also to the terms and conditions of this award. The Grantee's application will serve as the Project Plan/Budget. If there is a discrepancy between the Grantee's application and any of the items in paragraph 3 of this grant agreement, paragraph 3, except for the grant application portion of the grant award, will govern this grant agreement. The grant may be modified in accordance with applicable procedures for grant modifications. All grant modifications (financial or nonfinancial) under this grant agreement will consist of and be tracked as sequential grant modifications. The Grantee must confirm that all costs are allowable before expenditure.
5. **Notice of Obligational Authority.** Authorization of federal expenditures is subject to the issuance of Federal obligational authority. In accordance with the Act, funds are hereby obligated to the Grantee by this grant agreement, including the Notice of Obligation (NOO) Modification 0 which is a supplement and attachment to the grant agreement. Obligations and costs may not exceed the amount obligated by the Grantor. The grant period is as indicated below unless subsequently changed by an executed grant modification but may

not exceed the statutory limitation on expenditures per WIA Section 189 (g) (2) and the applicable appropriations statute(s).

The Notice of Obligation details are indicated below and in the Modification 0 attachment, in accordance with the Grantee's initial or final NEG approved award and/or funding increments thereof.

Notice of Obligation

<u>Fund Type Code</u>	<u>PY or FY Adv Funds</u>	<u>Obligation Amount</u>	<u>PMS</u>	<u>Document</u>
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WIA NEG
(CFDA No. 17.277)

FY15 Adv Funds

See Modification 0 document for applicable funding PMS Doc Code and obligation amount (per Secy approval)

NEG Project Name: SECTOR PARTNERSHIP (SP) NATIONAL EMERGENCY GRANTS

NEG Project Number: FL-21

Grant Period: July 1, 2015 through June 30, 2017

6. **Electronic Fund Transfers.** Cash payments shall be made to the Grantee via the Department of Health and Human Services (HHS) Payment Management System (PMS).

7. **Certifications and assurances.** The following are incorporated by reference and are a part of this grant agreement:

o CERTIFICATION REGARDING LOBBYING
(29 CFR Part 93)

o DRUG-FREE WORKPLACE REQUIREMENTS CERTIFICATION
(29 CFR Part 98)

o NONDISCRIMINATION AND EQUAL OPPORTUNITY ASSURANCE
(29 CFR Part 37)

o CERTIFICATION REGARDING DEBARMENT, SUSPENSION, AND OTHER RESPONSIBILITY MATTERS
(29 CFR Part 98)

o STANDARD FORM 424b B STANDARD ASSURANCES (NON-CONSTRUCTION PROGRAMS)

8. Indirect Cost Rate and Cost Allocation Plan

X A. A **current** federally approved Negotiated Indirect Cost Rate Agreement (NICRA) or current federally approved Cost Allocation Plan (CAP) has been provided – copy attached. Regarding only the NICRA:

- (1) Indirect Rate approved: See Attached %
- (2) Type of Indirect Cost Rate: _____ (i.e. Provisional/Predetermined/Fixed)
- (3) Allocation Base: _____
- (4) Current period applicable to rate: _____

Estimated Indirect Costs are shown on the SF-424A budget form. If a new NICRA is issued during the life of the grant, it must be provided to DOL within 30 days of issuance. Funds may be re-budgeted as necessary between direct and indirect costs consistent with institutional requirements and DOL regulations for prior approval, however the total amount of grant award funding will not be increased. Any budget changes impacting the Statement of Work and agreed upon outcomes or deliverables require a request for modification and prior approval from the Grant Officer.

 B. (1) _____ Latest NICRA or CAP approved by the Federal Cognizant Agency¹ (FCA) is not current, or
(2) _____ No NICRA or CAP has ever been approved by an FCA.

URGENT NOTICE: Estimated indirect costs have been specified on the SF-424A, Section B, Object Class Category “j”, however only \$Use [N/A or enter 10% of the Personnel line or the total Indirect line (whichever is less)] will be released to support indirect costs in the absence of a NICRA or CAP approved by the cognizant agency. The remaining funds which have been awarded for Indirect Costs are restricted and may not be used for any purpose until the awardee provides a signed copy of the NICRA or CAP and the restriction is lifted by the Grant Officer. Upon receipt of the NICRA or CAP, ETA will issue a grant modification to the award to remove the restriction on those funds.

The awardee must submit an indirect cost rate proposal or CAP. These documents should be submitted to DOL’s Division of Cost Determination (DCD), or to the awardee’s Federal Cognizant Agency. In addition, the awardee must notify the Federal Project Officer that the documents have been sent. Contact information for the DCD is available at <http://www.dol.gov/oasam/boc/dcd/>. If this proposal is not submitted **within 90 days of the effective date of the award**, no funds will be approved for the reimbursement of indirect costs. Failure to submit an indirect cost proposal by the above date means the grantee will not receive further reimbursement for indirect costs until a signed copy of the federally approved NICRA or CAP is provided and the restriction is lifted by the Grant Officer. All indirect charges must be returned through the Payment Management System and no indirect charges will be reimbursed.

¹ The Federal agency providing the organization the preponderance of direct Federal funds.

The total amount of DOL's financial obligation under this grant award **will not** be increased to reimburse the awardee for higher negotiated indirect costs.

- ___ C. The organization elected to exclude indirect costs from the proposed budget. Please be aware that incurred indirect costs (such as top management salaries, financial oversight, human resources, payroll, personnel, auditing costs, accounting and legal, etc. used for the general oversight and administration of the organization) must not be classified as direct costs; these types of costs are indirect costs. Only direct costs, as defined by the applicable cost principles, will be charged. Audit disallowances may occur if indirect costs are misclassified as direct.
- ___ D. The organization has never received a negotiated indirect cost rate and, with and pursuant to the exceptions noted at 2 CFR 200.414(f) in the Cost Principles, and has elected to charge a de minimis rate of 10% of modified total direct costs (see 2 CFR 200.68 for definition) which may be used indefinitely. This methodology must be used consistently for all Federal awards until such time as you choose to negotiate for an indirect cost rate, which you may apply to do at any time. (See 2 CFR 200.414(f) for more information on use of the de minimis rate.)

If DOL is your FCA, grantees should work with DOL's Division of Cost Determination, which has delegated authority to negotiate and issue indirect cost rates (ICR) and cost allocation plans (CAPs) on behalf of the Federal Government. More information about DOL's Division of Cost Determination is available at <http://www.dol.gov/oasam/boc/dcd/>. This website has guidelines to develop indirect cost rates, links to the applicable cost principles, and contact information. The Division of Cost Determination also has Frequently Asked Questions providing general information about the indirect cost rate approval process and due dates for provisional and final indirect cost rate proposals at <http://www.dol.gov/oasam/faqs/FAQ-dcd.htm>.

9. Intellectual Property Rights. The Federal Government reserves a paid-up, nonexclusive and irrevocable license to reproduce, publish or otherwise use, and to authorize others to use for Federal purposes: i) the copyright in all products developed under the grant, including a subgrant or contract under the grant or subgrant; and ii) any rights of copyright to which the grantee, subgrantee or a contractor purchases ownership under an award (including but not limited to curricula, training models, technical assistance products, and any related materials). Such uses include, but are not limited to, the right to modify and distribute such products worldwide by any means, electronically or otherwise.

The grantee may not use federal funds to pay any royalty or license fee for use of a copyrighted work, or the cost of acquiring by purchase a copyright in a work, where the Department has a license or rights of free use in such work. If revenues are generated through selling products developed with grant funds, including intellectual property, these revenues are program income. Program income is added to the grant and must be expended for allowable grant activities. If applicable, the following needs to be on all products developed in whole or in part with grant funds:

“This workforce product was funded by a grant awarded by the U.S. Department of Labor’s Employment and Training Administration. The product was created by the grantee and does not necessarily reflect the official position of the U.S. Department of Labor. The Department of Labor makes no guarantees, warranties, or assurances of any kind, express or implied, with respect to such information, including any information on linked sites and including, but not limited to, accuracy of the information or its completeness, timeliness, usefulness, adequacy, continued availability, or ownership. This product is copyrighted by the institution that created it. Internal use by an organization and/or personal use by an individual for non-commercial purposes is permissible. All other uses require the prior authorization of the copyright owner.”

- 10. Veterans Priority Provisions.** This grant agreement is subject to the provisions of the “Jobs for Veterans Act” (JVA), Pub. L. 107-288 (38 USC 4215), as implemented by 20 CFR Part 1010. The JVA requires grantees to provide priority of service for veterans and spouses of certain veterans for the receipt of employment, training, and placement services in any job training program directly funded, in whole or in part, by DOL. In circumstances where a grant recipient must choose between two qualified candidates for a service, one of whom is a veteran or eligible spouse, the veterans priority of service provisions require that the grant recipient give the veteran or eligible spouse priority of service by first providing him or her that service. To obtain priority of service, a veteran or spouse must meet the program’s eligibility requirements. Grantees must comply with DOL guidance on veterans’ priority. ETA’s Training and Employment Guidance Letter (TEGL) No. 10-09 (issued November 10, 2009) provides guidance on implementing priority of service for veterans and eligible spouses in all qualified job training programs funded in whole or in part by DOL. TEGL No. 10-09 is available at http://wdr.doleta.gov/directives/corr_doc.cfm?DOCN=2816.
- 11. Buy-American Notice Requirement.** It is the sense of Congress that all equipment and products purchased with funds made available under WIA should be American-made, as required by the Buy American Act (41 USC 8302). See WIA section 505 (20 USC 9275) – Buy-American Requirements.
- 12. Executive Orders. 13333.** This agreement may be terminated without penalty, if the grantee or any subgrantee, or contractor or any subcontractor engages in severe forms of trafficking in persons, or has procured a commercial sex act during the period of time that the grant, contract, or cooperative agreement is in effect, or uses forced labor in performance of the grant, contract, or cooperative agreement, or engages in acts that directly support or advance trafficking in persons. See 22 U.S.C. 7104(g)). **Seat Belts.** Pursuant to Executive Order (EO) 13043 (April 16, 1997), Increasing the Use of Seat Belts in the United States, recipients are encouraged to adopt and enforce on-the-job seat belt policies and programs for their employees when operating vehicles, whether organizationally owned or rented or personally owned. **Executive Order 13513.** Text messaging While Driving by Government Contractors, Subcontractors, and Recipients and Subrecipients. Contractors, subcontractors, and recipients and subrecipients are encouraged to adopt and enforce policies that ban text messaging while driving company-owned or -rented vehicles or Government

owned, Government-leased, or Government-rented vehicles, or while driving privately-owned vehicles when on official Government business or when performing any work for or on behalf of the Government, and to conduct initiatives of the type described in section 3(a) of the Executive Order.

13. REPORTING. Grantees will be responsible for complying with the following reporting Requirements to NEG funded grants.

A. Financial Reporting: The Grantee shall report program outlays (expenditures) and program income on an accrual basis. Currently, the U.S. DOL ETA Financial Report (ETA-9130) quarterly expenditure web-based report is required no later than 45 days following the end of a calendar quarter and the Financial Reporting website link to the ETA-9130 with instructions can be found at www.doleta.gov/grants. See Financial Report –Forms and Instructions section for the ETA-9130 (Basic) report required for National Emergency Grants. See also the website section “Financial Reporting Access Document” to obtain instructions for obtaining the Grantee’s PIN and Password for online reporting for this reporting requirement.

B. Programmatic Reporting: Program reports provide data on program activities, participants, and outcomes. Local areas must work with their state counterparts to ensure that timely data is provided and conveys full and accurate information on the performance of NEGs. For additional information on NEG reporting, please contact your Federal Project Officer and review the “National Emergency Grant Reporting Technical Assistance Guide” which is available at the following website:
<http://www.workforce3one.org/view/2001009150254027016/info>.

Quarterly Progress Reports - Grantees must submit a Quarterly Progress Report until all participants have exited NEG-funded services. The Quarterly Progress Report provides a detailed account of activities undertaken that quarter, and serves as a regular communication vehicle between the grantees and ETA regarding the progress of the project towards meeting the specific results and deliverables outlined in the NEG application.

Quarterly WIA Performance Report - Each state administering a grant under the WIA Adult, DW, Youth and NEG programs are required to submit quarterly performance reports containing information related to levels of participation and performance measure outcomes. All participants who receive services funded by NEGs, whether co-enrolled in the WIA title IB programs, or served exclusively with NEG funds, are included.

Quarterly WIASRD – Workforce Investment Act Standardized Record Data, or WIASRD, is a collection of individual records, each of which contains information about a participant’s characteristics, activities, and outcomes. These standardized records are maintained by state workforce investment agencies for all individuals who receive services or benefits from programs funded by WIA Title I-B and National Emergency Grants. Accurate entry of NEG project information (including the applicable NEG project number) in the WIASRD is crucial for determining final outcomes for NEG participants.

- 14. Salary and Bonus Pay Limitations.** None of the funds appropriated under the heading “Employment and Training” in the appropriation statute(s) may be used by a recipient or subrecipient of such funds to pay the salary and bonuses of an individual, either as direct costs or indirect costs, at a rate in excess of Executive Level II. This limitation does not apply to vendors providing goods and services as defined in Office of Management and Budget (OMB) Circular A-133 (codified at 29 CFR Parts 96 and 99). In circumstances where States are recipients of such funds, States may establish a lower limit for salaries and bonuses of those receiving salaries and bonuses from subrecipients of such funds, taking into account factors including the relative cost-of-living in the State, the compensation levels for comparable State or local government employees, and the size of the organizations that administer Federal programs involved including Employment and Training Administration programs. See Public Laws 113-6 (Division F, Title I, sections 1101(a)(4), 1102), 112-74 (Division F, Title I, section 105), and Training and Employment Guidance Letter number 05-06 for further clarification: http://wdr.doleta.gov/directives/corr_doc.cfm?DOCN=2262.
- 15. Administration Limitation.** Up to 10 percent of total funds may be used for administrative costs associated with operating the grant at the state and project operator levels. The Grantee must determine how the 10 percent available for admin activities will be distributed between the state and local project operators.
- 16. Uniform Guidance.** For this award, the Grantee must follow the Office of Management and Budgets (OMBs) final guidance on Administrative Requirements, Cost Principles, and Audit Requirements, 2 Code of Federal Regulations, Part 200, including the Department of Labor’s exceptions codified at 2 CFR 2900, which supersede the requirements from OMB Circulars A-21, A-87, A-110, and A-122; Circulars A-89, A-102, and A-133; 29 CFR Parts 95, 96, 97 and 99, and guidance in Circular A-50 on Single Audit Act follow-up, unless different provisions are required by statute or approved by OMB.
- 17. Federal Funding Accountability and Transparency Act of 2006** Pub. L. 109-282 as amended by section 6202 of Pub. L. 110-252 (“FFATA”). Grantees must ensure that they have the necessary processes and systems in place to comply with the reporting requirements of FFATA. See Training and Employment Guidance Letter (TEGL) No. 11-10 (issued November 15, 2010) <http://wdr.doleta.gov/directives/attach/TEGL/TEGL11-10acc.pdf> and Attachment to this grant agreement.
- 18. Safeguarding Data Including Personally Identifiable Information.** Grantees must recognize that confidentiality of sensitive data is of paramount importance to the Department of Labor and must be observed except where disclosure is allowed by the prior written approval of the Grant Officer or by court order. See Training and Employment Guidance Letter (TEGL) No. 39-11 (June 28, 2012) http://wdr.doleta.gov/directives/attach/TEGL/TEGL_39_11.pdf and Attachment to this grant agreement.
- 19. Requirements for Conferences and Conference Space.** Conferences sponsored in whole or in part by the recipient of Federal awards are allowable if the conference is necessary and

reasonable for the successful performance of the Federal Award. Recipients are urged to use discretion and judgment to ensure that all conference costs charged to the grant are appropriate and allowable. For more information on the requirements and allowability of costs associated with conferences, refer to 2 CFR 200.432.

20. Signature Block. By signing below, the signatories agree to the terms and conditions of this grant agreement on behalf of their respective agencies indicated below. In the absence of a signature by the Grantee only, this award is nevertheless effective by virtue of the Grantee's electronic signature on the SF-424 upon which this award is based. In addition, the Grantee's expenditure of any funds properly granted hereunder constitutes acceptance of the award, including any new or additional terms and conditions as may be attached hereto.

State	Florida	TAX EIN#	36-4706134
		DUNS#	968930664
Grant Recipient Agency	Department of Economic Opportunity		
Mailing Address:	The Caldwell Building 107 East Madison Street MSC G-229 Tallahassee, FL 32399-4134		

BY:

See SF-424 Signature and Clause 20 Above

Governor/Authorized Signatory (Print Name)	Signature	Date

**GRANTOR: U.S. Department of Labor, Employment and Training Administration
200 Constitution Avenue, NW; Room N-4716; Washington DC 20210**

		6/26/2015
THOMAS C. MARTIN, Grant Officer	Signature	Date

NEG Agreement Clause No.17 (“FFATA”) Attachment

This Grant is subject to the following FFATA requirements :

2 CFR Part 170

Appendix A to Part 170--Award Term

I. Reporting Subawards and Executive Compensation.

a. Reporting of first-tier subawards.

1. Applicability. Unless you are exempt as provided in paragraph d. of this award term, you must report each action that obligates \$25,000 or more in Federal funds that does not include Recovery funds (as defined in section 1512(a)(2) of the American Recovery and Reinvestment Act of 2009, Pub. L. 111-5) for a subaward to an entity (see definitions in paragraph e. of this award term).
2. Where and when to report.
 - i. You must report each obligating action described in paragraph a.1. of this award term to <http://www.fsrs.gov>.
 - ii. For subaward information, report no later than the end of the month following the month in which the obligation was made. (For example, if the obligation was made on November 7, 2010, the obligation must be reported by no later than December 31, 2010.)
3. What to report. You must report the information about each obligating action that the submission instructions posted at <http://www.fsrs.gov> specify.

b. Reporting Total Compensation of Recipient Executives.

1. Applicability and what to report. You must report total compensation for each of your five most highly compensated executives for the preceding completed fiscal year, if--
 - i. the total Federal funding authorized to date under this award is \$25,000 or more;
 - ii. in the preceding fiscal year, you received--
 - (A) 80 percent or more of your annual gross revenues from Federal procurement contracts (and subcontracts) and Federal financial assistance subject to the Transparency Act, as defined at 2 CFR 170.320 (and subawards); and
 - (B) \$25,000,000 or more in annual gross revenues from Federal procurement contracts (and subcontracts) and Federal financial assistance subject to the Transparency Act, as defined at 2 CFR 170.320 (and subawards); and
 - iii. The public does not have access to information about the compensation of the executives through periodic reports filed under section 13(a) or 15(d) of the Securities Exchange Act of 1934 (15 U.S.C. 78m(a), 78o(d)) or section 6104 of the Internal Revenue Code of 1986. (To determine if the public has access to the compensation information, see the U.S. Security and Exchange Commission total compensation filings at <http://www.sec.gov/answers/execomp.htm>.)
2. Where and when to report. You must report executive total compensation described in paragraph b.1. of this award term:
 - i. As part of your registration profile at <http://www.ccr.gov>.
 - ii. By the end of the month following the month in which this award is made, and annually thereafter.

c. Reporting of Total Compensation of Subrecipient Executives.

1. Applicability and what to report. Unless you are exempt as provided in paragraph d. of this award term, for each first-tier subrecipient under this award, you shall report the names and total compensation of each of the subrecipient's five most highly compensated executives for the subrecipient's preceding completed fiscal year, if--
 - i. in the subrecipient's preceding fiscal year, the subrecipient received--
 - (A) 80 percent or more of its annual gross revenues from Federal procurement contracts (and subcontracts) and Federal financial assistance subject to the Transparency Act, as defined at 2 CFR 170.320 (and subawards); and
 - (B) \$25,000,000 or more in annual gross revenues from Federal procurement contracts (and subcontracts), and Federal financial assistance subject to the Transparency Act (and subawards); and
 - ii. The public does not have access to information about the compensation of the executives through periodic reports filed under section 13(a) or 15(d) of the Securities Exchange Act of 1934 (15 U.S.C. 78m(a), 78o(d)) or section 6104 of the Internal Revenue Code of 1986. (To determine if the public has access to the compensation information, see the U.S. Security and Exchange Commission total compensation filings at <http://www.sec.gov/answers/execomp.htm>.)
2. Where and when to report. You must report subrecipient executive total compensation described in paragraph c.1. of this award term:
 - i. To the recipient.
 - ii. By the end of the month following the month during which you make the subaward. For example, if a subaward is obligated on any date during the month of October of a given year (i.e., between October 1 and

31), you must report any required compensation information of the subrecipient by November 30 of that year.

d. Exemptions

If, in the previous tax year, you had gross income, from all sources, under \$300,000, you are exempt from the requirements to report:

- i. Subawards, and
- ii. The total compensation of the five most highly compensated executives of any subrecipient.

e. Definitions. For purposes of this award term:

1. Entity means all of the following, as defined in 2 CFR part 25:

- i. A Governmental organization, which is a State, local government, or Indian tribe;
- ii. A foreign public entity;
- iii. A domestic or foreign nonprofit organization;
- iv. A domestic or foreign for-profit organization;
- v. A Federal agency, but only as a subrecipient under an award or subaward to a non-Federal entity.

2. Executive means officers, managing partners, or any other employees in management positions.

3. Subaward:

- i. This term means a legal instrument to provide support for the performance of any portion of the substantive project or program for which you received this award and that you as the recipient award to an eligible subrecipient.
- ii. The term does not include your procurement of property and services needed to carry out the project or program (for further explanation, see Sec. — .210 of the attachment to OMB Circular A-133, "Audits of States, Local Governments, and Non-Profit Organizations").
- iii. A subaward may be provided through any legal agreement, including an agreement that you or a subrecipient considers a contract.

4. Subrecipient means an entity that:

- i. Receives a subaward from you (the recipient) under this award; and
- ii. Is accountable to you for the use of the Federal funds provided by the subaward.

5. Total compensation means the cash and noncash dollar value earned by the executive during the recipient's or subrecipient's preceding fiscal year and includes the following (for more information see 17 CFR 229.402(c)(2)):

- i. Salary and bonus.
- ii. Awards of stock, stock options, and stock appreciation rights. Use the dollar amount recognized for financial statement reporting purposes with respect to the fiscal year in accordance with the Statement of Financial Accounting Standards No. 123 (Revised 2004) (FAS 123R), Shared Based Payments.
- iii. Earnings for services under non-equity incentive plans. This does not include group life, health, hospitalization or medical reimbursement plans that do not discriminate in favor of executives, and are available generally to all salaried employees.
- iv. Change in pension value. This is the change in present value of defined benefit and actuarial pension plans.
- v. Above-market earnings on deferred compensation which is not tax-qualified.
- vi. Other compensation, if the aggregate value of all such other compensation (e.g. severance, termination payments, value of life insurance paid on behalf of the employee, perquisites or property) for the executive exceeds \$10,000. **2 CFR Subtitle A, Chapter I and Part 25**

Appendix A to Part 25--Award Term

I. Central Contractor Registration and Universal Identifier Requirements

A. Requirement for Central Contractor Registration (CCR)

Unless you are exempted from this requirement under 2 CFR 25.110, you as the recipient must maintain the currency of your information in the CCR until you submit the final financial report required under this award or receive the final payment, whichever is later. This requires that you review and update the information at least annually after the initial registration, and more frequently if required by changes in your information or another award term.

B. Requirement for Data Universal Numbering System (DUNS) Numbers

If you are authorized to make subawards under this award, you:

1. Must notify potential subrecipients that no entity (see definition in paragraph C of this award term) may receive a subaward from you unless the entity has provided its DUNS number to you.
2. May not make a subaward to an entity unless the entity has provided its DUNS number to you.

C. Definitions

For purposes of this award term:

1. Central Contractor Registration (CCR) means the Federal repository into which an entity must provide information required for the conduct of business as a recipient. Additional information about registration procedures may be found at the CCR Internet site (currently at <http://www.ccr.gov>).

2. Data Universal Numbering System (DUNS) number means the nine-digit number established and assigned by Dun and Bradstreet, Inc. (D&B) to uniquely identify business entities. A DUNS number may be obtained from D&B by telephone (currently 866-705-5711) or the Internet (currently at <http://fedgov.dnb.com/webform>).

3. Entity, as it is used in this award term, means all of the following, as defined at 2 CFR part 25, subpart C:

- a. A Governmental organization, which is a State, local government, or Indian Tribe;
- b. A foreign public entity;
- c. A domestic or foreign nonprofit organization;
- d. A domestic or foreign for-profit organization; and
- e. A Federal agency, but only as a subrecipient under an award or subaward to a non-Federal entity.

4. Subaward:

- a. This term means a legal instrument to provide support for the performance of any portion of the substantive project or program for which you received this award and that you as the recipient award to an eligible subrecipient.
- b. The term does not include your procurement of property and services needed to carry out the project or program (for further explanation, see Sec. ----.210 of the attachment to OMB Circular A-133, "Audits of States, Local Governments, and Non-Profit Organizations").
- c. A subaward may be provided through any legal agreement, including an agreement that you consider a contract.

5. Subrecipient means an entity that:

- a. Receives a subaward from you under this award; and
- b. Is accountable to you for the use of the Federal funds provided by the subaward.

NEG Agreement Clause No. 18 ("Personally Identifiable Information") Attachment

This Grant is subject to Training and Employment Guidance Letter (TEGL) No. 39-11 (Guidance on the Handling of Personally Identifiable Information (PII)), and the following requirements:

By submitting your application, your organization agrees to take all necessary steps to protect PII (defined as "information that can be used to distinguish or trace an individual's identity, either alone or when combined with other personal or identifying information that is linked or linkable to a specific individual"), and Sensitive Information (defined as "any unclassified information whose loss, misuse, or unauthorized access to or modification of could adversely affect the interest or the conduct of Federal programs, or the privacy to which individuals are entitled under the Privacy Act"). These steps include the following:

1. Grantees must secure transmission of PII and sensitive data developed, obtained, or otherwise associated with DOL/ETA funded grants.
2. To ensure that such PII is not transmitted to unauthorized users, all PII and other sensitive data transmitted via email or stored on CDs, DVDs, thumb drives, etc., must be encrypted using a Federal Information Processing Standards (FIPS) 140-2 compliant and National Institute of Standards and Technology (NIST) validated cryptographic module. Grantees must not e-mail unencrypted sensitive PII to any entity, including ETA or contractors.
3. Grantees must take the steps necessary to ensure the privacy of all PII obtained from participants and/or other individuals and to protect such information from unauthorized disclosure. Grantees must maintain such PII in accordance with the DOL/ETA standards for information security provided in TEGL No. 39-11, and any updates to such standards provided to the Grantee by DOL/ETA. Grantees who wish to obtain more information on data security should contact their Federal Project Officer.
4. Grantees must ensure that any PII used during the performance of this Grant has been obtained in conformity with applicable Federal and state laws governing the confidentiality of information.
5. Grantees further acknowledge that all PII data obtained through their DOL/ETA grant must be stored in an area that is physically safe from access by unauthorized persons at all times and the data will be processed using grantee-issued equipment, managed information technology (IT) services, and designated locations approved by DOL/ETA. Accessing, processing, and storing of DOL/ETA grant PII data on personally owned equipment, at off-site locations (e.g., employee's home), and non-Grantee-managed IT services (e.g., Yahoo mail), is strictly prohibited unless approved by DOL/ETA.
6. Grantee employees and other personnel who will have access to sensitive/confidential/proprietary/private data must be advised of the confidential nature of the information, the safeguards required to protect the information, and that there are civil and criminal sanctions for noncompliance with such safeguards that are contained in Federal and state laws.
7. Grantees must have their policies and procedures in place under which grantee employees and other personnel, before being granted access to PII, acknowledge their understanding of the confidential nature of the data and the safeguards with which they must comply in their handling of such data as well as the fact that they may be liable to civil and criminal sanctions for improper disclosure.
8. Grantees must not extract information from data supplied by DOL/ETA for any purpose not stated in the grant agreement.
9. Access to any PII created by the DOL/ETA grant must be restricted to only those employees of the Grant recipient who need it in their official capacity to perform duties in connection with the Scope of Work in the grant agreement.
10. All PII data must be processed in a manner that will protect the confidentiality of the records/documents and is designed to prevent unauthorized persons from retrieving such records by computer, remote terminal, or any other means. Data may be downloaded to, or maintained on, mobile or portable devices only if the data are encrypted using NIST validated software products based on FIPS 140-2 encryption. In addition, wage data may only be accessed from secure locations.
11. PII data obtained by the Grantee through a request from DOL/ETA must not be disclosed to anyone but the individual requestor except as permitted by the Grant Officer.
12. Grantees must permit ETA to make onsite inspections during regular business hours for the purpose of conducting audits and/or conducting other investigations to assure that the Grantee is complying with the confidentiality requirements described above. In accordance with this responsibility, Grantees must make records applicable to this Agreement available to authorized persons for the purpose of inspection, review, and/or audit.
13. Grantees must retain data received from DOL/ETA only for the period of time required to use it for assessment and other purposes, or to satisfy applicable Federal records retention requirements, if any. Thereafter, the Grantee agrees that all data will be destroyed, including the degaussing of magnetic tape files and permanent deletion of electronic data.

Recommendations

Grantees are required to protect PII when transmitting information, but are also required to protect PII and sensitive information when collecting, storing and/or disposing of information as well. Outlined below are some recommendations to help protect PII:

- Before collecting PII or sensitive information from participants, have participants sign releases acknowledging the use of PII for grant purposes only.
- Whenever possible, ETA recommends the use of unique identifiers for participant tracking instead of SSNs. While SSNs may initially be required for performance tracking purposes, a unique identifier could be linked to the each individual record. Once the SSN is entered for performance tracking, the unique identifier would be used in place of the SSN for tracking purposes. If SSNs are to be used for tracking purposes, they must be stored or displayed in a way that is not attributable to a particular individual, such as using a truncated SSN.
- Use appropriate methods for destroying sensitive PII in paper files (i.e., shredding or using a burn bag) and securely deleting sensitive electronic PII.
- Do not leave records containing PII open and unattended.
- Store documents containing PII in locked cabinets when not in use.
- Immediately report any breach or suspected breach of PII to the FPO responsible for the grant, and to ETA Information Security at ETA.CSIRT@dol.gov, (202) 693-3444, and follow any instructions received from officials of the Department of Labor.



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This project builds on a sector strategy approach, established last year, to continue an essential business feedback loop that ensures Florida’s workforce network is responsive to the talent needs of state businesses, in two sectors — healthcare and advanced manufacturing.

In 2010, the CareerSource Florida¹ board of directors commissioned work among employers in five target industry clusters and six infrastructure industries to identify the issues they face in attracting and retaining the skilled workers needed for their businesses. In all, almost 400 employers contributed to this work through cluster task forces, workforce supply/demand analytics research, technical resource groups and individual in-depth interviews. These projects provided invaluable direct marketplace insights to Florida’s workforce system leaders, as well as a foundation for developing an action plan to build a comprehensive talent development system using all education, economic and workforce assets to align education and career pathways to support job growth.

CareerSource Florida’s investment in this collective, multi-year work, which was developed in response to Florida’s statewide strategic goals for workforce development, totaled \$4.4 million. Looking ahead, the need for market-relevant business intelligence remains more important than ever before due to rapid economic and competitiveness changes that directly correlate to a skilled workforce. According to the 2014 Price Waterhouse Coopers U.S. CEO Survey, as companies return to growth mode, anxiety over skill needs intensifies: 70 percent of U.S. business leaders are concerned about the availability of key skills, a sharp increase over 54 percent that said so in 2013.

Other organizations in the State have implemented approaches aimed at getting first-hand input from businesses: Regional Workforce Boards² have conducted business surveys and economic development organizations use E-Synchronist to obtain business input from existing industry. This grant will ensure that such inputs are shared among grant partners to gain further system-wide improvements.

¹ CareerSource Florida (CSF) is the State’s Workforce Investment Board.

² Regional Workforce Boards (RWBs) are Local Workforce Investment Boards.



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Sector partnerships address common needs of employers and generate coordinated solutions

across all segments of the talent delivery system. The choice for these two sectors of focus is based on activities currently underway that enable CareerSource Florida to leverage its limited funds available in 2014:

- The House Select Committee on Healthcare Workforce Innovation is seeking potential statutory improvements to address this most pervasive talent need in the state.
- The National Governors Association is inviting states to apply for its Policy Academy, “Building a Transformed Healthcare Workforce,” to implement a statewide action plan for their health workforce activities. Serving as a catalyst for policy, major topics include coordination, data collection and analysis, building consensus, new types of professionals and training/education.
- Twelve State Colleges, through a Florida TRADE grant, funded by the U.S. Department of Labor, are working together with industry and regional workforce boards to develop talent pipeline solutions for advanced manufacturing.
- In 2013, the Northwest Florida Skilled Manufacturing Association formed and a similar effort is just getting underway in Brevard County.
- Through the Expanding Business Engagement initiative, led by CareerSource Florida, business liaisons are being identified with industry sector expertise. These subject matter experts will then form teams to craft talent solutions that can be deployed statewide.

The Sector Strategy approach will do the following:

- Address current and emerging skill gaps — focusing scarce resources on industries that are major job providers and entry-level to advanced skills — in regional areas.
- Provide a means to engage directly with industry across man-made boundaries.
- Better align state programs and resources serving employers and workers so that their activities are coordinated, consistent and responsive to the needs of business, thus reducing inefficiencies and



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streamlining statewide efforts by coordinating various programs and braiding disparate funding streams intended for the same purpose.

I. Statement of Need/Targeted Population

In 2011, the U.S. Bureau of Labor Statistics (USBLS) ranked Florida fourth in the country in the number of mass layoff initial claims, with 1,091 mass layoff actions resulting in nearly 80,000 job losses. These numbers demonstrate the struggle Florida still faces, even as the State is recovering from the recession. Today, 542,000 Floridians are unemployed, for an unemployment rate of 5.6 (seasonally adjusted)³. Of those, 40.2% are estimated to have been unemployed for 27 or more weeks⁴.

The target population for this grant is dislocated workers, with priority given to long-term unemployed jobseekers, Unemployment Insurance claimants profiled as likely to exhaust their benefits, and foreign trained workers that have faced barriers to obtaining employment in their field or profession. Additionally, this grant will provide (re)training to incumbent workers who will be able to move up identified career pathways, thus allowing the backfilling of their positions. Veterans will be given priority of services.

Through this grant, the Florida Department of Economic Opportunity (DEO), in partnership with the State's workforce investment board, CareerSource Florida (CSF) intends to build on a Sector Partnership program targeting the Advanced Manufacturing and Healthcare sectors. These industries boast not only entry level opportunities, but have well-established and defined career pathways. The State expects to provide services to 1,050 participants with this grant, working with an anticipated six to ten RWBs⁵ that will be selected by the State, guided by economic development and industry partners, and with the participation of local boards. Such factors will include the number of sector employers in the area, and the rate of unemployed individuals and density of dislocated workers. The State partners will

³ [April 2015 Unemployment Statistics](#), Florida Bureau of Labor Statistics.

⁴ ["Trends in Long-Term Unemployment"](#), USBLS.

⁵ 22 of the State's 24 RWBs have expressed an interest in working with the State on this project.



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further assess the strength of existing sector partnerships, including regional alignments among local areas, as well as the demonstrated interest of regional partners, such as economic development, educational institutions, industry organizations, and employers in beginning new sector strategies or deepening/expanding existing ones⁶.

Workforce partners will use this grant to provide intensive services and training to program participants so that they may obtain industry-recognized credentials and, ultimately employment that provides self-sufficient wages in demand occupations in the targeted sectors through:

- Sectorial training in advanced manufacturing or healthcare – directed by targeted employers – to increase training capacity to provide the skilled workers they need, including through work-based training activities⁷. Basic skills/remediation/prerequisite education will also be provided to those participants who do not meet training entry requirements⁸.
- Provision of quality career pathways (ladders/lattices) with well-connected and transparent education, multiple entry points and multiple exit points⁹. The intent of this project is to focus on demand occupations which lead to industry-recognized certificates or associate's degrees and which can lead participants from entry level jobs to more specialized, higher wage jobs. (For a list of the top 25 demand occupations in each sector that require up to an Associate Degree, please see [Appendix A](#) and [Appendix B](#) below.)
- Provision of comprehensive career services and supportive services.
- Development of effective communication methods so that job-ready clients can effectively market

⁶ ETA's Sector Strategy Technical Assistance Initiative Self-Assessment will be one of the tools used in this process.

⁷ [Responding to Long-Term Unemployment](#), Gregory Acs, Urban Institute (July 2013).

⁸ Of the national *working* population, 37.4% need better skills and wages (have limited English skills or no college degrees); for Florida, that number is higher – 40.1%. And of that 40.1% of working Floridians, 20.8% have no high school diploma and 15.7% have limited English language skills. [“Building the Middle Class with Better Skills and Wages: Who Would be Helped by Stronger Pathways?”](#), CLASP (August 28, 2013).

⁹ [Shared Vision, Strong Systems: The Alliance for Quality Career Pathways Framework Version 1.0](#), CLASP (June 2014).

their skills¹⁰.

- Job coaching and job matching, to include assessment of knowledge, skills and abilities (KSAs) in relation to openings in the targeted sectors, sequenced services, short-term and work-based training based on an employability plan, longer-term training to lead to higher skills attainment, employer engagement, supportive services, counseling, and follow-up¹¹.
- Creation of subsidized employment opportunities that will lead to unsubsidized employment¹².

II. Targeted Industries/In-Demand Occupations

Last year, CSF's Board of Directors supported the formation of two statewide sector business groups – focusing on advanced manufacturing and health care – to provide business intelligence about the existing, emerging, and future talent needs of these industries. Three objectives were identified:

- To create an essential feedback loop with Florida industry on talent needs – with a deep understanding of and a commitment to being responsive to these needs;
- To collect key talent data to be fed into CSF's Marketplace Intelligence Portal every two years; and,
- To provide CSF's Board and the broader network with a leadership position in sector strategies – a key element of the Workforce Innovation and Opportunity Act (WIOA).

CSF established the Florida Advanced Manufacturing Leadership Council in collaboration with the Manufacturing Association of Florida (MAF) and the State's 12 regional manufacturing associations. It also established the Florida Healthcare Workforce Leadership Council which will create up to eight regional healthcare workforce councils. These councils are charged with providing business intelligence in support of CSF's Market Intelligence Portal, approving a Charter, Guiding Principles, Partnership

¹⁰ [“Opportunities to Address Long-Term Unemployment”](#), Arabella Advisors (October 2013).

¹¹ These activities are supported by the research described above and: [Consequences of Long-Term Unemployment](#), Austin Nichols, Josh Mitchell, Stephan Lindner, Urban Institute (July 2013).

¹² [Stimulating Opportunity: An Evaluation of ARRA-Funded Subsidized Employment Programs](#), Anne Roder and Mark Elliott, Economic Mobility Corporation (September 2013)



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Sustainability Plan of Action, and information that may be used to test customer satisfaction metrics important to the industry and for the development of workforce strategies and policies that align with WIOA for their respective industries.

Advanced Manufacturing

There are approximately 14,500 manufacturers in Florida employing nearly 329,000 people¹³. Though only 4.5% of Florida's total industrial base, the continued growth and sustained dominance of manufacturing depends on the development of advanced manufacturing methods and technologies, and the application of those methods by a trained, skilled, and motivated workforce. The Florida Chamber of Commerce sees increased manufacturing near Florida's deep-water seaports and other logistics centers as a means to avoid empty backhauls¹⁴. See [Appendix A](#) for a list of the Top 25 Occupations in the manufacturing sector which require up to two years of training.

The MAF Center for Advanced Manufacturing Excellence was established in 2010 with the mission of advancing Florida manufacturing through education, training, and research directed at the specific needs articulated by its firms. Demand-side employment data will be provided by the Center and the Advanced Manufacturing Leadership Council to CSF's Market Intelligence Portal¹⁵, including core occupations associated with advanced manufacturing subsectors, staffing patterns tied to manufacturing NAICS codes, levels of education and training, industry-recognized credentials, etc., thus enabling CSF and the entire network to have just-in-time market-relevant data on which to craft talent supply solutions.

A consortium of twelve State and Community Colleges and their local workforce boards, along with manufacturing employers, the "Florida Transforming Resources for Accelerated Degrees and Employment (Florida TRADE)", received a TAACCCT grant to address the shortage of a skilled workforce faced by Florida's manufacturing industry. The consortium completed a comprehensive

¹³ Enterprise Florida

¹⁴ [Florida: Made for Trade – Florida Trade and Logistics Study 2.0](#), Florida Chamber Foundation (2014).

¹⁵ The Market Intelligence Portal is under development and is expected to be operational by December 2015.



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occupational analysis to pinpoint high demand, high-skill/high wage jobs to serve as the focus of the training. One Florida TRADE collaborative research effort, initiated by Florida Governor Rick Scott and MAF revealed five targeted advanced manufacturing occupations facing critical shortages in Florida: 1) CNC machinists; 2) engineers; 3) master mechanics; 4) welders; and 5) quality/inspection officers. The Florida TRADE Consortium then inventoried existing curriculum to serve the needs of its manufacturing partners and is working on developing additional curricula on their behest. The Consortium is also working with the Florida Department of Education to establish articulation agreements to better serve employers and jobseekers/workers, focusing on Computer-Controlled Machine Tool Programmers (514012), Industrial Machinery Mechanics (499041), Mechanical Engineers (172141), Industrial Production Coordinators/Quality Officers (113051), Welders, Solderers, Brazers (514121). See [Appendix C](#) for an overview of the career clusters/pathways for these occupations, identified by the Florida TRADE Consortium.

In April 2015, the Florida TRADE Consortium held a statewide advanced manufacturing career fair in 22 locations throughout the state, and was attended by 441 employers. It is the intent of this grant to leverage the Consortium's efforts, expertise, and recent experience to allow program participants to accede to the higher skill training developed under the Florida TRADE initiative.

Healthcare

The Healthcare sector is predicted to have the highest growth rate in the State of Florida over the next eight years¹⁶. Ironically, until the formation of the Healthcare Workforce Leadership Council, there has been no single entity focused collectively on addressing this sector's talent needs as identified by healthcare employers. Demand-side employment data will be provided by the Leadership Council and up to eight regional healthcare workforce councils to CSF's Market Intelligence Portal¹⁷, including core

¹⁶ Florida Department of Labor, Bureau of Labor Market Statistics

¹⁷ The Market Intelligence Portal is under development and is expected to be operational by December 2015.



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occupations associated with healthcare subsectors, staffing patterns tied to manufacturing NAICS codes, levels of education and training, industry-recognized credentials, etc., thus enabling CSF and the entire network to have just-in-time market-relevant data on which to craft solutions.

[Appendix B](#) shows the top 25 occupations in the healthcare sector which do not require educational attainment beyond a two-year associate’s degree. This grant will train participants in demand occupations in the healthcare sector from occupations that require less than three months of training to those that take up to two years, based on the immediate and long-term needs of each participant. Thus, participants may work their way through one or more of these training options and may be supported to reach even higher rungs at a bachelor’s level, e.g.

The following table shows existing healthcare training programs available to participating regions and the length of training time required. Mobility rungs in a career ladder are readily visible, allowing individuals to move from one level to the next, building on the skills previously acquired. Each training program results in an industry-recognized certificate or diploma.

TABLE 1 – MENU OF TRAINING ENROLLMENT OPTIONS	
Ten weeks – 3 months	<ul style="list-style-type: none"> ▪ Emergency Medical Technicians (EMT) ▪ Phlebotomy ▪ 911 Public Safety Telecommunicator (Emergency Dispatch) ▪ Certified Nursing Assistant (CNA)
Eight Months	<ul style="list-style-type: none"> ▪ EKG Technology
One year	<ul style="list-style-type: none"> ▪ Career Mobility-CNA to LPN (Florida CNA Certificate Required) ▪ Career Mobility-LPN to RN (Florida LPN License Required) ▪ Career Mobility-Paramedic to RN (Florida Paramedic License Required) ▪ Medical Information Coder/Biller ▪ Medical Assisting ▪ Medical Records Transcribing ▪ Paramedic (Florida EMT License Required) ▪ Pharmacy Technician ▪ Practical Nursing (LPN) ▪ Psychiatric Technology ▪ Surgical Technology
Two year	<ul style="list-style-type: none"> ▪ Health Information Management ▪ Health Services Management



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- | | |
|--|--|
| | <ul style="list-style-type: none">▪ Medical Office Administration - Inactive Program▪ Physical Therapy Assistant▪ Radiography▪ Registered Nurse (RN)▪ Registered Nurse (RN) (Weekend & Evening)▪ Sonography |
|--|--|

Employers are essential to upward mobility when they invest in advancing their staff's careers. Such models are already in place in certain areas. For example, one region has a partnership with a local college and a local nursing home to provide LPN training to currently-employed CNAs who attend classes at the worksite during their lunch breaks five days a week for 78 weeks, thus removing barriers such as transportation, child care, and peer support. Some of the regions with experience in establishing apprenticeship and pre-apprenticeship programs in other industries would like to expand this “learn and earn” approach as a solution to the healthcare industry.

In addition to the clearly-marked career ladders described above, career lattices can be developed to allow participants/workers to move from non-medical fields (food preparation, or housekeeping, e.g.) to medical fields. In fact, one of the participating regions works with local hospitals to train entry-level non-medical workers for medical positions.

III. Regional Planning, Partnerships, and Service Delivery Strategies

The State plans on using the first six months of this project to galvanize sector partnerships statewide as well as in participating regions, placing industry organizations, major employers, and small businesses squarely in the center of this project, along with other necessary partners, including economic development and education. The immediate goal is to anchor these working groups in their communities to identify the needs of businesses in the targeted sectors. The ultimate goal is expanded job opportunities through a more coordinated workforce and education system responding to direct employer engagement that feeds the talent pipeline and results in better trained and more productive workers.

The delivery of services—both to members of the targeted industries and to jobseekers—will take place at the local level; therefore, participating RWBs will coordinate their efforts at the regional level



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as envisioned by the Workforce Innovation and Opportunity Act (WIOA). The State will provide guidance and support to participating RWBs, as they organize regional planning and partnership development activities to successfully implement and operate this project.

Florida has embraced the sector strategies approach and is well positioned to make great strides in that direction. Partnerships have been formed among businesses, training providers, labor unions, community organizations, workforce development organizations, and other key stakeholders to address the workforce needs of both businesses and workers for both industries. The three major workforce entities are DEO, CSF and the RWBs, which are at the core of Florida's workforce system. The State's lead economic development agency, Enterprise Florida, is an essential partner to support the expansion and diversification of the State's economy in the targeted sectors. As noted earlier in this narrative, there exist several coordinated efforts both in the manufacturing and healthcare sectors at the State level. Key players with the various State entities thus identified¹⁸ will be sought to provide guidance to this grant. Conversely, DEO and CSF will ensure that this grant supports and enhances existing efforts.

The RWBs actively participate in sector partnerships and have board members that represent one or both of the targeted sectors. For example, RWBs are either members or closely involved with healthcare advisory boards to their local State/Community Colleges. In addition to the Florida TRADE Consortium discussed earlier, which involves 12 local areas directly, new local and regional initiatives are appearing around the State. For example, a consortium of seven RWBs in the Northeastern-Central part of the State is seeking to expand existing apprenticeship programs in advanced manufacturing, information technology, and construction by registering new programs, developing new pre-apprenticeship programs, and establishing access to apprenticeships in rural counties. This grant will work to deepen and broaden these relationships where they exist and/or help nascent ones develop.

¹⁸ MAF, Florida TRADE Consortium, CSF's Manufacturing Workforce and Education Leadership Council, CSF's Florida Healthcare Workforce Committee



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Regional sector convenings will be held with industry leaders, local employers, economic development entities, and education entities to address how all partners will participate in the five key areas identified in the announcement: (1) service as part of the project's leadership team; (2) helping implement program strategies and goals; (3) identifying and mapping the necessary skills and competencies for the programs; (4) assisting with curriculum development and designing the program; and (5) where appropriate, assisting with the design of an assessment or credential that will address industry skill needs.

The State has well established engagement with multiple employers in both targeted sectors, as discussed above, as do the State's local boards. Here are examples of such partners from around the State for each sector:

Advanced Manufacturing:

- Metal Essence/Machining Solutions, Longwood, FL
- Manufacturing Monin, Inc., Clearwater, FL
- Vistakon – Johnson & Johnson, Jacksonville, FL

Healthcare

- Bay Medical Center, Panama City, FL
- Baptist Medical Center, Jacksonville, FL
- Florida Hospital Heartland Medical Center, Sebring, FL

IV. Program Services

Enhanced Career Services to Dislocated Workers

Applicants' needs will be assessed through an analysis of past experience matched with demand occupations in the area. At the conclusion of this part of the assessment, an applicant will be determined to: have the knowledge, skills, and abilities (KSAs) to obtain employment with minimum career services;



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lack certain critical KSAs to obtain employment in a demand occupation but be able to complement his or her KSAs with short-term training (classroom or work-based); or lack most critical KSAs to obtain employment in a demand occupation and will require enhanced career services and training. The following assessment tools will be used¹⁹.

- Real-time Labor Market Information. The process of evaluating participants' transition needs must address job openings, growth industries, etc. (real-time labor market information). RWBs have access to a plethora of information through DEO's Bureau of Labor Market Services, Help Wanted Online, and their own contacts with local employers and business groups. However, the Market Intelligence Portal will embed just-in-time data from businesses in each of the sectors. Program staff will be charged with presenting this information in a relevant manner to participants and provide these participants the tools to conduct this type of exploration for themselves.
- Transferable Occupation Relationship Quotient (TORQ). TORQ is an analytical tool that links occupations based on the KSAs required by the vast number of occupations. TORQ uses the KSAs within the O*NET database from the Department of Labor to assess a worker's transition from one occupation to another. TORQ will allow career program staff to better assist participants in identifying their knowledge, skills and abilities and analyzing other occupations in demand that may be suitable for the participant and one into which they can easily transition. TORQ will be especially useful in analyzing the KSAs of long-term unemployed participants.
- O*Net Abilities Profiler measures verbal ability, computation, spatial ability, form perception, clerical perception, motor coordination, finger dexterity, and manual dexterity. The results can be linked to occupations.

It is anticipated that the majority of participants in this project will require enhanced career

¹⁹ Regions may use additional assessment tools.



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services in addition to occupational skills training. Participating regions will assign case managers and business liaisons to engage with participants from eligibility through follow-up. Early in the process, an assessment of basic skills needs will be conducted and basic skills training, English as a second language, and/or GED preparation will be provided when needed prior to or concurrent with occupational skills training.

An employability plan will be developed for each participant to describe the appropriate strategy based on the participant's needs as assessed. The employability plan will be reviewed and adapted to achieve the goal of moving the participant up the career ladder/lattice²⁰ into self-sufficient employment.

Individuals with KSAs that do not match demand occupations will likely be the most challenged and will need additional guidance and training to achieve a desirable employment placement. Their employability plans should include a full-service strategy that may include the following services goals: identification of additional barriers, including life needs and need for counseling to address the financial and emotional barriers they have experienced as a consequence of their long-term unemployment; thorough assessment of KSAs and thorough understanding of occupational opportunities in the area – including development of a career ladder that may start at, or close to, entry level in positions with the potential for advancement; work readiness training, including opportunities for the participant to interact with employers in targeted fields in informal, non-threatening situations (for example with a meet and greet at the career center); training opportunities; and follow-up through services, training, and employment.

These individuals may also require soft skills training to complement formal occupational skills training to address deficiencies identified by employers (critical thinking/problem solving, professionalism/work ethic, time management, written/oral communication, etc.). Job readiness training

²⁰ [“From PIAAC to Policy Solutions: Promoting Postsecondary and Economic Success for Low-Skilled Workers”](#), Marcie Foster and Kisha Bird CLASP (November 2013).



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will also be offered on topics such as résumé writing, cover letter basics, interviewing techniques, personal grooming, and professional etiquette, in addition to intensive job coaching, job search, and job matching.

RWB staff will work with employers to list open, in-demand jobs in the state's Management Information System (MIS), and refer qualified jobseekers to those jobs. Jobseekers will not be confined to the local area, but will have access to out-of-area job search assistance.

Supportive Services - Since the targeted population may have suffered significant financial hardship as a consequence of long-term unemployment, supportive services for transportation, family care, uniforms, and tools will be essential to the participants' success. Supportive services available through other workforce programs, such as TANF, SNAP and Veterans Program, will be sought based on eligibility, and participants may be referred to outside agencies for additional support.

Occupational Skills Training – Credential Attainment

Much of this grant's activities will come in the form of occupational skills training that will lead to industry-recognized certificates and a solid foundation from which participants can move through well-defined career pathways, as described in [Section II](#) above.

There are efforts in various parts of the State to integrate simulation in training for both advanced manufacturing and healthcare. The State may dedicate a portion of the grant funds to pilot and evaluate the effectiveness of incorporating such approaches into existing curricula to meet employer needs. For example, the technologies for advanced manufacturing involve very costly equipment which is not well suited for trial and error, thus limiting a student's ability to become well versed in the use of the equipment. The addition of remote and virtual lab access increases the number of students and faculty who can use the equipment, while radically increasing the range of times that the equipment can be in use.

Work-Based Training Models

Some participants will benefit from work-based training where they will be able to gain the KSAs



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they need for in-demand sector occupations while demonstrating their worth to employers. The following work-based activities will be available through this grant:

- On-the-Job Training (OJT) opportunities developed in conjunction with industry partners will be offered meeting OJT NEG requirements: the length of training will not exceed six months and will be based on O*Net Job Zones and the KSAs that the participant possesses; and wage reimbursement will not exceed the USDOL wage cap. This grant will provide reimbursement for OJT training up to 75% of the wage rate based on the limitations imposed in WIOA, section 134. At present, the State anticipates providing a 75% wage reimbursement for employers with a workforce of up to 250 employees. However, as the State progresses in its transition to WIOA, the State may seek to modify the terms of this grant to incorporate other factors.
- Transitional Job Opportunities may be made available to those jobseekers with barriers to employment who are chronically unemployed or have an inconsistent work history and will be combined with comprehensive employment and supportive services. Placements under this grant will be made with businesses in the targeted sectors.
- Incumbent Worker Training will be available to assist with certain expenses associated with skills upgrade training for current employees of the company. This grant will seek a secondary benefit from this activity in the form of backfilling positions vacated by incumbent workers who move to a higher level job. Employers will meet the matching requirements specified in WIOA.
- Registered Apprenticeship and pre-apprenticeship opportunities, as discussed in Sections II and III of this narrative, are underway to expand these opportunities in both targeted sectors.
- Customized Training will be offered on behalf of an employer or group of employers from targeted industries, who make a commitment to hire successful completers. This training may be developed by participating RWBs and offered through accelerated models.
- Internships/work experiences that are linked to careers in the targeted sectors may be used for



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those participants whose KSAs are close to matching the needs of area employers, but who require a helping hand to update those KSAs and re-engage in the workforce in order to become more competitive during the job search process. Contextualized learning will be emphasized, as well as concrete strategies for placement in unsubsidized employment.

V. Alignment and Coordination with Other Resources

The Florida workforce system has been, since before the implementation of the Workforce Innovation of Act of 1998, a one-stop system that includes at a minimum Wagner-Peyser, WIA, TAA, Veteran programs, TANF, and SNAP. Additional one-stop partners include: career and technical education and other post-secondary institutions, vocational rehabilitation, adult education, and others. Where public transportation is available, the career centers work closely with their public transportation providers. Local boards contain representatives of most of these entities, as well as economic development agencies. In addition to providing direct services, local grant staff will act as advocates for the project by increasing their colleagues' understanding of this project, as well as seeking and making referrals to provide the fullest range of needed services to jobseekers.

VI. Evaluation

The Department of Economic Opportunity acknowledges that ETA may conduct an independent evaluation of the outcomes and benefits of this grant and, by accepting this grant, agrees to participate in such an evaluation.

VII. Use of Funds

The proposed budget is designed to address the strategies described in this Narrative and serve 1,050 eligible participants.

GRANTEE LEVEL

PROGRAM MANAGEMENT & OVERSIGHT

	Per	#		
	Month	Months	# FTE	
Admin Salaries				
Administrative Support	4,000	24	0.025	2,400
GOC III	5,500	24	0.05	6,600
Accountant III	4,500	24	0.025	2,700
			subtotal	\$11,700
Fringe Benefits@ 35.1%				<u>\$4,107</u>
Total Admin				\$ 15,807
Indirect .2523% x total salaries/wages and fringe benefits + flow-through funding				\$ 15,987
TOTAL ADMIN MANAGEMENT & OVERSIGHT				\$ 31,794

PROGRAM COSTS

	Per	#		
	Month	Months	# FTE	
Program Salaries & Benefits				
GOC II - Project Manager	4,500	24	1	108,000
GOC III - Researcher	5,500	24	0.2	26,400
Senior Management Analyst Supervisor	5,500	24	0.1	13,200
IT Staff Cost Pool (estimated at \$50 per month X 24 months)				1,200
GOC II Monitors	4,500	24	0.025	2,700
			subtotal	\$151,500
Fringe benefits@ 35.1%				\$ 53,177
Total salaries & benefits				\$ 204,677
Other Program Costs				
DMS - HR (estimated at \$40 per quarter)				320
Risk Management (estimated at \$200 per year)				400
Program Outreach - Research, Materials & Production, Media Buy				20,000
Employment Tool (TORQ and other licenses)*				300,000
Staff travel for 6 in-state trips per year for two years at \$925 per trip				11,100
Sector partner travel for 4 in-state trips at \$600 per trip x 40 participants				96,000
Contractual - facilitation of sector strategies activities				216,000
Staff Equipment & Supplies (estimated at \$1200 per year for two years)				<u>2,400</u>
Total Other Program Costs				\$646,220

State of Florida Sector Partnership National Emergency Grant Proposal

TOTAL PROGRAM COSTS	\$850,897
----------------------------	------------------

TOTAL GRANTEE LEVEL	\$ 882,690
----------------------------	-------------------

TOTAL PROJECT OPERATOR LEVEL	\$ 6,116,075
-------------------------------------	---------------------

TOTAL AWARD	\$6,998,765
--------------------	--------------------

PROJECT OPERATOR/SUB-GRANTEE LEVEL

Program Salaries & Benefits

24 local case managers & employer reps @ avge salary \$34500 for 18 mos.	1,242,000
--	-----------

Fringe Benefits Estimated at 35% of Salary Costs:	<u>434,700</u>
---	----------------

Total Program Salaries & Benefits	\$1,676,700
--	--------------------

Other Program Costs

Travel Costs for local Staff Estimated at \$70/week for 12 staff for 80 weeks:	67,200
--	--------

Regional sector strategic meetings 32 staff and regional partners @ \$600 per trip x 4 trips	76,800
--	--------

Staff travel - case managers & employer rep training 24 staff @ 350 per trip x 2 trips	16,800
--	--------

Office Consumables and Supplies for 24 Staff Estimated @ \$870/year x 2 yrs:	<u>41,760</u>
--	---------------

Total Program Salaries & Benefits and Other Program Costs	\$1,879,260
--	--------------------

Other Project Operator Costs

RWB Career Center Program Cost Pool Estimated at 15% of staff-related costs:	281,889
--	---------

RWB Administrative Costs Estimated at 10% of staff-related costs	<u>187,926</u>
--	----------------

Total Other Project Operator Costs	\$469,815
---	------------------

Participant Expenses

350 participants engaged in basic skills training/GED prep/ESL @ \$250	87,500
--	--------

Supportive Services for 500 participants @ \$275 per participant:	137,500
---	---------

100 participants in OJT @ avg 3 months & avg wage \$16 x 75%	624,000
--	---------

275 participants in Incumbent Worker Training @ avg trng cost \$2,500	687,500
---	---------

100 participants in Transition/Work Experiences/Internships 6 weeks @ avge \$12/hr	288,000
--	---------

700 participants in occupational skills training @ avg trng costs \$2775	<u>1,942,500</u>
--	------------------

Total Participant Expenses	\$3,767,000
-----------------------------------	--------------------

TOTAL PROJECT OPERATOR LEVEL	\$6,116,075
-------------------------------------	--------------------

State of Florida Sector Partnership National Emergency Grant Proposal

Sector Strategy NEG Activity	Budget Description	Planned Cost
Regional Planning ≤ 25%, ≤ \$500,000	Wages & benefits	\$34,716
	Travel expenses	\$172,800
	Sector strategy convenings	\$216,000
Total Regional Planning =6%		\$423,516
Program Services-Enhanced Career Services ≥ 30%	Case Management wages & benefits	\$838,350
	Basic skills/remediation/GED	\$87,500
	Assessment tools (TORQ)	\$300,000
	Transition/work experiences/internships	\$288,000
Total Enhanced Career Services =22%		\$1,513,850
Program Services Training/Work-based Training ≥30%	On the Job Training	\$624,000
	Incumbent Worker Training	\$687,500
	Transition/work experience/internships	\$288,000
	Occupational Skills Training (including customized training & apprenticeships)	\$1,942,500
Total Training/Work-based Training ≥ =51%		\$3,542,000
Other Program Services ≥50%	Case Management/Business Services wages & benefits (not listed above)	\$838,350
Total Program Services =82%		\$5,743,700
Administrative Costs ≤ 10%	State-level wages & benefits	\$15,807
	State-level indirect rate	\$15,987
	Program level administrative costs	\$187,926
Total Administrative Costs =3%		\$219,720

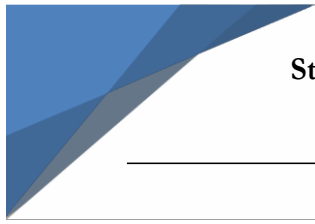
State of Florida Sector Partnership National Emergency Grant Proposal

APPENDIX A							
TOP 25 OCCUPATIONS IN THE MANUFACTURING SECTOR – UP TO ASSOCIATE DEGREE							
	SOC	Title	2014 Empl	2022 Empl	FTC*	Entry Wage	Average Wage
1	512092	Team Assemblers	29,554	30,524	2	\$ 9.11	\$ 13.17
2	511011	First-Line Superv. of Production and Operating Workers	15,692	16,009	3	\$ 18.06	\$ 27.26
3	512022	Electrical and Electronic Equipment Assemblers	10,016	10,254	3	\$ 10.43	\$ 16.12
4	439061	Office Clerks, General	8,776	8,949	2	\$ 9.19	\$ 13.50
5	519111	Packaging and Filling Machine Operators and Tenders	8,637	8,723	1	\$ 8.89	\$ 12.97
6	414012	Sales Reps, Wholesale and Manufacturing, Nontechnical	8,506	8,686	3	\$ 13.13	\$ 28.55
7	514041	Machinists	Confidential	Confidential	3	\$ 12.73	\$ 18.77
8	519061	Inspectors, Testers, Sorters, Samplers, and Weighers	6,843	7,243	2	\$ 10.92	\$ 17.84
9	434051	Customer Service Representatives	6,572	6,642	3	\$ 9.87	\$ 14.45
10	514121	Welders, Cutters, Solderers, and Brazers	6,097	6,708	3	\$ 12.59	\$ 18.30
11	519198	Helpers - Production Workers	6,005	6,072	1	\$ 8.69	\$ 12.26
12	515112	Printing Press Operators and Job Printers	5,600	5,273	2	\$ 10.08	\$ 15.66
13	537062	Laborers and Freight, Stock, and Material Movers, Hand	5,543	5,740	1	\$ 8.59	\$ 12.35
14	533032	Truck Drivers, Heavy and Tractor-Trailer	5,491	6,346	3	\$ 12.16	\$ 18.07
15	519023	Mixing and Blending Machine Setters, and Operators	5,383	5,699	2	\$ 10.58	\$ 15.27
16	435071	Shipping, Receiving, and Traffic Clerks	4,668	4,317	3	\$ 9.71	\$ 13.79
17	516031	Sewing Machine Operators	4,222	3,977	1	\$ 8.70	\$ 11.71
18	499071	Maintenance and Repair Workers, General	4,162	4,230	3	\$ 11.06	\$ 16.33
19	537051	Industrial Truck and Tractor Operators	3,729	3,907	3	\$ 10.66	\$ 15.31
20	499041	Industrial Machinery Mechanics	3,309	3,803	3	\$ 15.03	\$ 22.27
21	514072	Molding & Casting Machine Setters & Operators; M & P	3,288	3,103	3	\$ 10.49	\$ 15.23
22	435061	Production, Planning, and Expediting Clerks	3,089	3,114	2	\$ 12.84	\$ 20.18
23	537064	Packers and Packagers, Hand	2,877	2,899	1	\$ 8.57	\$ 10.06
24	517011	Cabinetmakers and Bench Carpenters	2,736	3,086	3	\$ 10.88	\$ 15.65
25	514031	Cutting, Punching & Press Machine Operators; M & P	Confidential	Confidential	2	\$ 10.12	\$ 14.38

* Florida Department of Education Training Codes 3 stands for PSAV Certificate, and 4 for College Credit Certificate/Associate Degree.

State of Florida Sector Partnership National Emergency Grant Proposal

APPENDIX B TOP 25 OCCUPATIONS IN THE HEALTHCARE SECTOR – UP TO ASSOCIATE DEGREE							
	SOC	Title	2014 Empl	2022 Empl	FTC	Entry Wage	Average Wage
1	311014	Nursing Assistants	82,537	99,781	3	\$9.69	\$11.74
2	434171	Receptionists and Information Clerks	39,547	51,597	2	\$9.63	\$12.95
3	292061	Licensed Practical and Licensed Vocational Nurses	38,795	47,611	3	\$16.33	\$20.41
4	319092	Medical Assistants	38,353	47,723	3	\$11.08	\$14.10
5	311011	Home Health Aides (demand gap)	26,053	36,431	3	\$8.49	\$10.97
6	436014	Secretaries, Except Legal, Medical, and Executive	23,271	26,344	3	\$10.28	\$14.97
7	439061	Office Clerks, General	22,773	27,955	2	\$9.19	\$13.50
8	436013	Medical Secretaries (demand gap)	17,032	22,114	3	\$12.00	\$14.90
9	372012	Maids and Housekeeping Cleaners	16,857	19,114	1	\$8.49	\$9.79
10	319091	Dental Assistants	16,106	19,960	3	\$12.52	\$16.92
11	433021	Billing and Posting Clerks and Machine Operators (demand gap)	14,855	17,356	2	\$12.32	\$16.21
12	292034	Radiologic Technologists (demand gap)	12,072	14,792	3	\$18.58	\$25.06
13	353041	Food Servers, Nonrestaurant	10,406	13,224	1	\$8.51	\$9.97
14	399021	Personal and Home Care Aides	8,867	11,999	3	\$8.48	\$10.13
15	352012	Cooks, Institution and Cafeteria	7,258	9,058	2	\$9.49	\$12.21
16	434071	File Clerks	6,452	6,605	2	\$10.03	\$13.76
17	292055	Surgical Technologists	6,226	7,170	3	\$15.61	\$19.47
18	319097	Phlebotomists	5,950	6,965	3	\$11.06	\$13.70
19	499071	Maintenance and Repair Workers, General	5,822	6,894	3	\$11.06	\$16.33
20	433011	Bill and Account Collectors	5,594	6,795	2	\$11.93	\$16.03
21	292053	Psychiatric Technicians	5,455	6,286	3	\$9.61	\$12.18
22	434051	Customer Service Representatives	5,190	6,226	3	\$9.87	\$14.45
23	292031	Cardiovascular Technologists and Technicians (demand gap)	5,179	6,331	3	\$12.95	\$22.42
24	319093	Medical Equipment Preparers (demand gap)	4,980	5,618	3	\$10.46	\$13.44
25	434111	Interviewers, Except Eligibility and Loan	4,693	5,296	2	\$10.77	\$14.43



State of Florida Sector Partnership National Emergency Grant Proposal

APPENDIX C

FLORIDA TRADE CAREER CLUSTERS/PATHWAYS

Visual 1: Florida TRADE CADD Overview

Youth: High Schools, Technical Centers, Academy Programs

Adults: Incumbent Workers, Workforce / Trade Act, Adult Basic Education, Veterans

Computer-Aided Drafting and Design (CADD) credit and non-credit programs offered by Florida TRADE colleges cluster into two primary career pathways: (1) Design and (2) Product Development. While both paths lead to occupations in the manufacturing industry, they are built on different Academic and Workforce credentials. The industry certifications support both pathways and lead to three occupational categories: Design, Technician, and Computer Numerical Control (CNC) positions. Two industry-specific certifications directly related to these fields are included on the map. Training and testing for these certifications are available through some corporate training programs and at regional technical centers. However, at this point in time, these certifications are not universally embedded in for-credit programs of study.

DESIGN PATHWAY

ACADEMIC:

- CCC: AutoCAD Foundations Technology (Engineering)
- CCC: Drafting
- CCC: Drafting - AutoCAD
- CCC: Rapid Prototyping Specialist
- CCC: Computer-Aided Design & Drafting

AS: Engineering Technology (Digital Design & Modeling specialization)

AS: Drafting & Design Technology (Product Design / Industrial Mechanical)

WORKFORCE:

- PSAV: Drafting
- AutoCAD Training; Corporate Training / Non-credit

PRODUCT DEVELOPMENT PATHWAY

ACADEMIC:

- CCC: Digital Manufacturing Specialist
- CCC: Rapid Prototyping Specialist
- CCC: CNC Machinist

AS: Engineering Technology (Digital Manufacturing specialization)

AS: Engineering Technology (Advanced Manufacturing specialization)

WORKFORCE:

- CNC Machine Training; Corporate Training / Non-credit
- AutoCAD Training; Corporate Training / Non-credit

INDUSTRY CERTIFICATIONS

AutoDesk: AutoCAD

AutoDesk: Inventor

SolidWorks

DESIGN OCCUPATIONS

Drafters & Specialty Drafters

- Electrical
 - Electronics
 - Mechanical
- SOC 17-3012.01, 17-3012.02, 17-3013

TECHNICIAN OCCUPATIONS

Industrial & Mechanical Engineering Technicians
SOC 17-3026, 3027, 3029

Electrical & Electronics Engineering Technicians
SOC 17-3023, 3029

CNC OCCUPATIONS

Computer Numerical Control Machine Operator
SOC 51-4011

Computer Numerical Control Machine Programmer
SOC 51-4012

Florida TRADE Consortium: Computer-Aided Drafting and Design (CADD) Pathway

Visual 1: Florida TRADE Industrial Maintenance Pathway Overview

Youth: High Schools, Technical Centers, Academy Programs

Adults: Incumbent Workers, Workforce / Trade Act, Adult Basic Education, Veterans

Industrial Maintenance credit and non-credit programs offered by Florida TRADE colleges cluster into two primary career pathways: (1) Electrical & Electronics Pathway and (2) Maintenance & Repair Pathway. The TRADE colleges have generally aligned the technician-related certificates and degrees to culminate in Electronics Engineering Technology or Engineering Technology; an AS in Industrial Management Technology is also available for management-related skills in these two fields.

Five industry-specific certifications directly related to these fields are included on the map. Training and testing services for these certifications are available through some corporate training programs. However, at this point in time, these certifications are not universally embedded in for-credit programs of study.

ELECTRICAL / ELECTRONICS PATHWAY

MAINTENANCE / REPAIR PATHWAY

ACADEMIC:

- CCC: Basic Electronics Technician
- CCC: Electronic Technology / Technician
- CCC: Electronics Aide
- CCC: Robotics & Mechatronics Technician
- CCC: Advanced Electronics Technician

AS: Electronics Engineering Technology

BS: Electronics Engineering Technology (BSET)

WORKFORCE:

- PSAV: Electrician, Electricity
- PSAV: Electronic Technician
- Corporate Training: Electronic Systems, Electrician

ACADEMIC:

- TC: Advanced Manufacturing
- TC: Mechatronics
- CCC: Lean Manufacturing
- CCC: Engineering Technical Support Specialist
- CCC: Pneumatics, Hydraulics, and Motors for Manufacturing
- CCC: Robotics & Mechatronics Technician

AS: Engineering Technology

AS: Industrial Management Technology

WORKFORCE:

- PSAV: Industrial Machinery Maintenance
- PSAV: Industrial Machine Mechanics
- PSAV: Facilities Maintenance

INDUSTRY CERTIFICATIONS

ISCET (International Society of Certified Electronics Technicians)
Electrical Technology Associate

PMMI (Association for Packaging & Processing Technologies)
Programmable Logic Controllers (PLCs)
Mechatronics

NICET (National Institute for Certification in Engineering Technologies)
Instrumentation

IFPS (International Fluid Power Society)
Hydraulics & Pneumatics

ELECTRICAL & ELECTRONICS OCCUPATIONS

Electrical & Electronics Repairers (Commercial, Industrial Equipment)
SOC 49-2094

Electrical & Electronics Engineering Technicians
SOC 17-3023, 3029

MAINTENANCE & REPAIR OCCUPATIONS

Maintenance & Repair Workers
SOC 49-9043

Industrial Machinery Mechanics
SOC 49-9071, 9099, 9041

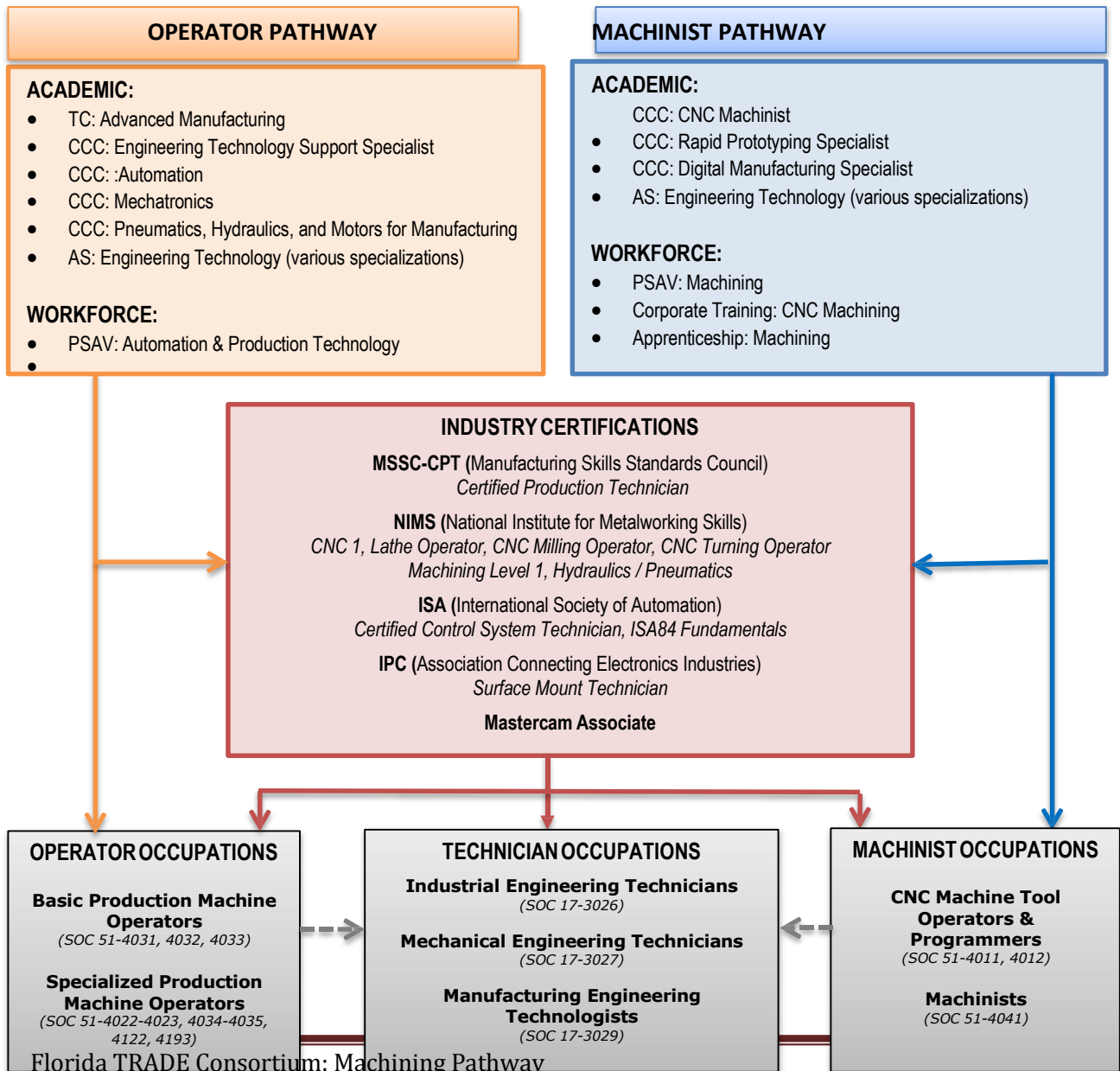
Industrial & Mechanical Engineering Technicians
SOC 17-3026, 3027

Visual 1: Florida TRADE Machining Pathway Overview

Youth: High Schools, Technical Centers, Academy Programs

Adults: Incumbent Workers, Workforce / Trade Act, Adult Basic Education, Veterans

Machining-related credit and non-credit programs offered by Florida TRADE college cluster into two primary career pathways: (1) Operator Pathway and (2) Machinist Pathway. Both pathways can then lead to higher-wage, higher-skills occupations as Production Technicians. The TRADE colleges have generally aligned the technician-related certificates and degrees to culminate in the Associate of Science (AS) degree in Engineering Technology, although some certificates currently articulate to other AS degrees instead (e.g., Industrial Management, Electronics Engineering Technology). Ten industry-specific certifications directly related to these fields are included on the map. Training and testing services for these certifications are available through some corporate training programs. However, at this point in time, industry certifications are not universally embedded in for-credit programs of study.

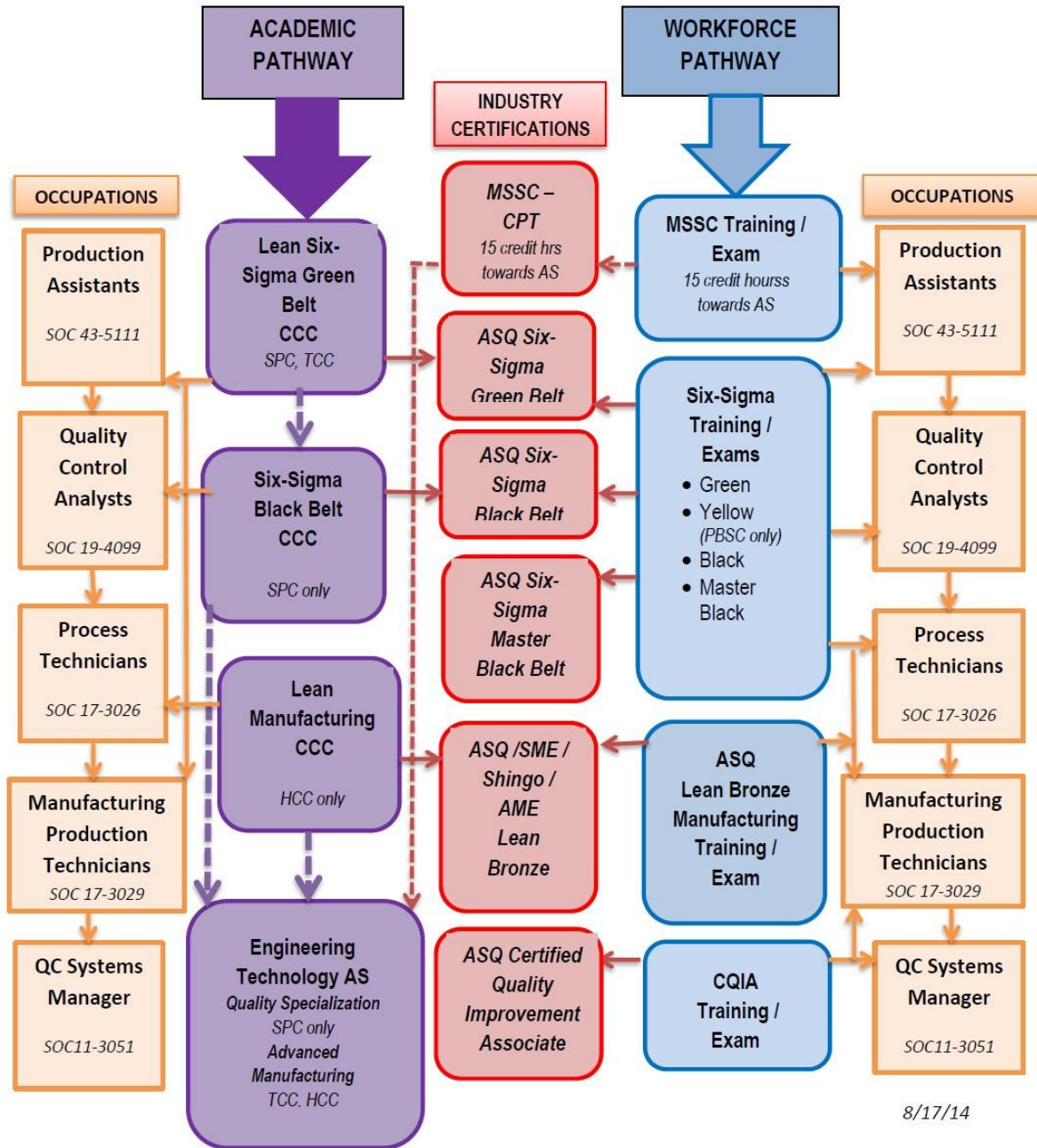




Florida TRADE Quality Pathway

Youth: High Schools, Technical Centers, Academy Programs

Adults: Incumbent Workers, Workforce / Trade Act, Adult Basic Education, Veterans

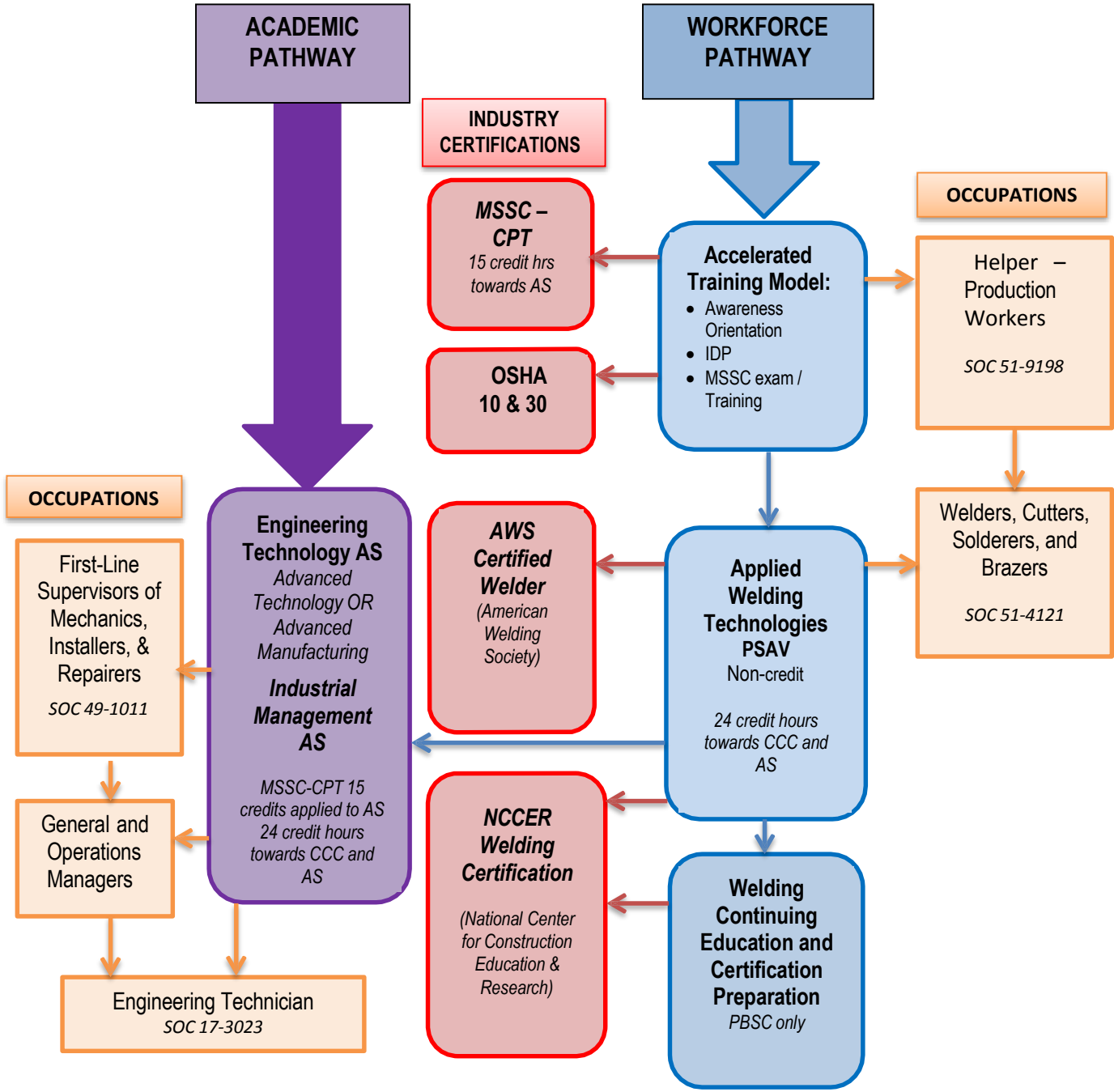


8/17/14

**Florida TRADE Welding Pathway:
Current State**

YOUTH
High Schools
Technical Centers
Academy Programs

ADULTS
Incumbent workers
Workforce / Trade Act
Adult Basic Education
Veterans



Application for Federal Assistance SF-424	Version 02
<p>*9. Type of Application 1: Select Applicant Type: A. State Government</p> <p>Type of Applicant 2: Select Applicant Type:</p> <p>Type of Applicant 3: Select Applicant Type:</p> <p>*Other (Specify)</p>	
<p>*10. Name of Federal Agency: DOL/ETA</p>	
<p>11. Catalog of Federal Domestic Assistance Number: 17.277</p> <p>CFDA Title: Workforce Investment Act (WIA) National Emergency Grant</p>	
<p>*12. Funding Opportunity Number: N/A</p> <p>*Title: N/A</p>	
<p>13. Competition Identification Number:</p> <p>Title:</p>	
<p>14. Areas Affected by Project (Cities, Counties, States, etc.):</p> <p>FL-Alachua County, FL-Baker County, FL-Bay County, FL-Bradford County, FL-Brevard County, FL-Broward County, FL-Calhoun County, FL-Charlotte County, FL-Citrus County, FL-Clay County, FL-Collier County, FL-Columbia County, FL-DeSoto County, FL-Dixie County, FL-Duval County, FL-Escambia County, FL-Flagler County, FL-Franklin County, FL-Gadsden County, FL-Gilchrist County, FL-Glades County, FL-Gulf County, FL-Hamilton County, FL-Hardee County, FL-Hendry County, FL-Hernando County, FL-Highlands County, FL-Hillsborough County, FL-Holmes County, FL-Indian River County, FL-Jackson County, FL-Jefferson County, FL-Lafayette County, FL-Lake County, FL-Lee County, FL-Leon County, FL-Levy County, FL-Liberty County, FL-Madison County, FL-Manatee County, FL-Marion County, FL-Martin County, FL-Miami-Dade County, FL-Monroe County, FL-Nassau County, FL-Okaloosa County, FL-Okeechobee County, FL-Orange County, FL-Osceola County, FL-Palm Beach County, FL-Pasco County, FL-Pinellas County, FL-Polk County, FL-Putnam County, FL-Santa Rosa County, FL-Sarasota County, FL-Seminole County, FL-St. Johns County, FL-St. Lucie County, FL-Sumter County, FL-Suwannee County, FL-Taylor County, FL-Union County, FL-Volusia County, FL-Wakulla County, FL-Walton County, FL-Washington County</p>	
<p>*15. Descriptive Title of Applicant's Project:</p> <p>FL-Regular~Sector Partnership NEG</p>	

Application for Federal Assistance SF-424		Version 02
16. Congressional Districts Of:		
*a. Applicant: FL District 2	*b. Program/Project: FL District 2	
17. Proposed Project:		
*a. Start Date: 06/29/2015	*b. End Date: 06/30/2017	
18. Estimated Funding (\$):		
*a. Federal:	\$ 6,998,765	
*b. Applicant:	\$ 0	
*c. State:	\$ 0	
*d. Local:	\$ 0	
*e. Other:	\$ 0	
*f. Program Income:	\$ 0	
*g. TOTAL:	\$ 6,998,765	
*19. Is Application Subject to Review By State Under Executive Order 12372 Process?		
<input type="checkbox"/> a. This application was made available to the State under the Executive Order 12372 Process for review on <input type="checkbox"/> b. Program is subject to E.O. 12372 but has not been selected by the State for review. <input checked="" type="checkbox"/> c. Program is not covered by E.O. 12372.		
*20. Is the Applicant Delinquent On Any Federal Debt? (If "Yes", provide explanation.)		
<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No		
21. *By signing this application, I certify (1) to the statements contained in the list of certifications** and (2) that the statements herein are true, complete and accurate to the best of my knowledge. I also provide the required assurances** and agree to comply with any resulting terms if I accept an award. I am aware that any false, fictitious, or fraudulent statements or claims may subject me to criminal, civil, or administrative penalties. (U.S. Code, Title 218, Section 1001)		
<input checked="" type="checkbox"/> ** I AGREE ** The list of certifications and assurances, or an internet site where you may obtain this list, is contained in the announcement or agency specific instrutions.		
Authorized Representative:		
Prefix:	*First Name:	
Middle Name:		
*Last Name:	<u>Michael D. Lynch</u>	
Suffix:		
*Title: Senior Management Analysis		
*Telephone Number: (850) 245-7193		
*Email:		
*Signature of Authorized Representative: Michael D. Lynch		*Date Signed: 05/29/2015

Application for Federal Assistance SF-424

Version 02

***Applicant Federal Debt Delinquency Explanation**

The following should contain an explanation if the Applicant organization is delinquent of any Federal Debt.

BUDGET INFORMATION - Non-Construction Programs

OMB Approval no. 0348-0044

SECTION A - BUDGET SUMMARY

Grant Program Function or Activity (a)	Catalog of Federal Domestic Assistance Number (b)	Estimated Unobligated Funds		New or Revised Budget		
		Federal (c)	Non-Federal (d)	Federal (e)	Non-Federal (f)	Total (g)
1.						
2.						
3.						
4.						
5. TOTALS						

SECTION B - BUDGET CATEGORIES

6. OBJECT CLASS CATEGORIES	GRANT PROGRAM, FUNCTION OR ACTIVITY				Total
	(1)	(2)	(3)	(4)	(5)
a. Personnel	\$163,200				\$163,200
b. Fringe Benefits	\$57,283				\$57,283
c. Travel	\$107,100				\$107,100
d. Equipment	\$0				\$0
e. Supplies	\$2,400				\$2,400
f. Contractual	\$6,116,075				\$6,116,075
g. Construction	\$0				\$0
h. Other	\$536,720				\$536,720
i. Total direct Charges (sum of 6a-6h)	\$6,982,778				\$6,982,778
j. Indirect Charges	\$15,987				\$15,987
k. TOTALS (sum of 6i and 6j)	\$6,998,765				\$6,998,765
7. PROGRAM INCOME					

Prescribed by OMB Circular A-102

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SECTION C - NON FEDERAL RESOURCES					
(a) Grant Program	(b) Applicant	(c) State	(d) Other Sources	(e) TOTALS	
8.					
9.					
10.					
11.					
12. TOTALS (sum of lines 8 -11)					
SECTION D - FORECASTED CASH NEEDS					
	Total for 2nd Year	1st Quarter	2nd Quarter	3rd Quarter	4th Quarter
13. Federal					
14. Non Federal					
15. TOTAL (sum of lines 13 - 14)					
SECTION E - BUDGET ESTIMATES OF FEDERAL FUNDS NEEDED FOR BALANCE OF THE PROJECT					
(a) Grant Program	FUTURE FUNDING PERIODS (YEARS)				
	(b) First	(c) Second	(d) Third	(e) Fourth	
16.					
17.					
18.					
19.					
20. TOTALS (sum of lines 16 -19)					
SECTION F - OTHER BUDGET INFORMATION					
21. Direct Charges:		22. Indirect Charges:			
23. Remarks					

Standard Form 424A (Rev. 7-97)
 Prescribed by OMB Circular A-102

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Budget Information Narratives

Budget Narrative

Personnel: Provide a detailed explanation of the cost components of the planned cost for Personnel.

See attached budget narrative.

Fringe Benefits: Provide a detailed explanation of the cost components of the planned cost for Fringe Benefits.

See attached budget narrative.

Travel: Provide a detailed explanation of the cost components of the planned cost for Travel.

See attached budget narrative.

Supplies: Provide a detailed explanation of the cost components of the planned cost for Supplies.

See attached budget narrative.

Contractual: Provide a detailed explanation for Contractual costs which specifies:

- Estimated amount of the contractual agreement(s)

- Proposed timelines

- Proposed organization, if known

- Nature of the proposed activities

See attached budget narrative.

Other: Provide a detailed explanation of the cost components of the planned cost for Other.

See attached budget narrative.

Indirect Charges: Provide an explanation of the cost components of the planned costs for Indirect Charges.

See attached indirect approval letter.

Additional Budget Information

See attached in Budget Narrative.



U.S. Department of Labor
Employment and Training Administration

OMB Approval No. 1205-0439
Expiration date: 09/30/2016

Project Synopsis Form

National Emergency Grant Electronic Application System

State of FL	Amount of Funding Request \$6,998,765	Amount Approved by DOL \$
Project Name: FL-Regular~Sector Partnership NEG		
Project Type: Regular		
Description of Activities and Services To Be Provided: Through this grant, the Florida Department of Economic Opportunity (DEO), in partnership with the States workforce investment board, CareerSource Florida (CSF) intends to build on a Sector Partnership program targeting the Advanced Manufacturing and Healthcare sectors. The State expects to provide services to 1,050 participants with this grant, working with an anticipated six to ten RWBs that will be selected by the State, guided by economic development and industry partners, and with the participation of local boards. The State partners will further assess the strength of existing sector partnerships, including regional alignments among local areas, as well as the demonstrated interest of regional partners, such as economic development, educational institutions, industry organizations, and employers in beginning new sector strategies or deepening/expanding existing ones . Workforce partners will use this grant to provide intensive services and training to program participants so that they may obtain industry-recognized credentials and, ultimately employment that provides self-sufficient wages in demand occupations in the targeted sectors through: " Sectorial training " Provision of quality career pathways (ladders/attices) with well-connected and transparent education. " Provision of comprehensive career services and supportive services. " Development of effective communication methods so that job-ready clients can effectively market their skills. " Job coaching and job matching, to include assessment of knowledge, skills and abilities (KSAs) in relation to openings in the targeted sectors. " Creation of subsidized employment opportunities.		
Application Type: Full (If Emergency, reason:)		
Description of Dislocation Event: Increasing capacity to implement new or expanded local and regional job-driven partnerships that will serve more dislocated workers and achieve better employment-related outcomes for this group of workers.		
Type of Eligible Dislocation Event: <input checked="" type="checkbox"/> Plant Closure/Mass Layoff <input type="checkbox"/> Community Impact Layoffs <input type="checkbox"/> Military Installation <input type="checkbox"/> Industry Wide <input type="checkbox"/> Regional Impact		
Applicant Contact Person: Michael D. Lynch		
Street Address 1: The Caldwell Building		
Street Address 2: 107 East Madison Street MSC G-229		
City: Tallahassee State: FL Zip Code: 32399-4134		
Telephone: (850) 245-7193		
Fax: (850) 245-7399		
Email: michael.lynch@deo.myflorida.com		
Planned Number of Participants:	1,050	Planned Entered Employment Rate: 90%
Planned Cost per Participant:	\$6665.49	Actual Cost per Participant in Prior PY: \$2350
% of Planned Participants Receiving NRPs: 0%		Planned Earnings: 17621
Counties included in Project Service Area: FL-Alachua County, FL-Baker County, FL-Bay County, FL-Bradford County, FL-Brevard County, FL-Broward County, FL-Calhoun County, FL-Charlotte County, FL-Citrus County, FL-Clay County, FL-Collier County, FL-Columbia County, FL-DeSoto County, FL-Dixie County, FL-Duval County, FL-Escambia County, FL-Flagler County, FL-Franklin County, FL-Gadsden County, FL-Gilchrist County, FL-Glades County, FL-Gulf County, FL-Hamilton County, FL-Hardee County, FL-Hendry County, FL-Hernando County, FL-Highlands County, FL-Hillsborough County, FL-Holmes County, FL-Indian River County, FL-Jackson County, FL-Jefferson County, FL-Lafayette County, FL-Lake County, FL-Lee County, FL-Leon County, FL-Levy County, FL-Liberty County, FL-Madison County, FL-Manatee County, FL-Marion County, FL-Martin County, FL-Miami-Dade County, FL-Monroe County, FL-Nassau County, FL-Okaloosa County, FL-Okeechobee County, FL-Orange County, FL-Osceola County, FL-Palm Beach County, FL-Pasco County, FL-Pinellas County, FL-Polk County, FL-Putnam County, FL-Santa Rosa County, FL-Sarasota County, FL-Seminole County, FL-St. Johns County, FL-St. Lucie County, FL-Sumter County, FL-Suwannee County, FL-Taylor County, FL-Union County, FL-Volusia County, FL-Wakulla County, FL-Walton County, FL-Washington County		
Project Operator Listing: Various Regional Workforce Boards		

Public Burden Statement: Persons are not required to respond to this collection of information unless it displays a currently valid OMB Control number. Respondents' obligation to complete this form is required to obtain or retain benefits (PL: 107-210). Public reporting burden for this collection of information is estimated to average 15 minutes per response, including the time for reviewing instructions, searching existing data sources, gathering and maintaining the data needed, and completing and reviewing the collection of information. This is public information and there is no expectation of confidentiality. Send comments regarding this burden estimate to the U.S. Department of Labor, Office of National Response, Room C-5311, Washington, D.C. 20210 (Paperwork Reduction Project 1205-0371).



U.S. Department of Labor
Employment and Training Administration

OMB Approval No. 1205-0439
Expiration date: 09/30/2016

Employer Data Form
National Emergency Grant Electronic Application System

Company/Industry	Location of Facility	Notification Type	Date of Notification	Layoff Date(s)	Number of Affected Workers
SP NEG Tallahassee	107 East Madison Street Tallahassee, FL 32399	None		04/30/2015	3000 Closure: No

Date(s) of Rapid Response Actions	# of Workers Contacted	Field Surveys Completed	TAA Petition	Number of Planned Participants	Labor Organization Representation
Contact with Employer: None Contact with Workers: None	100	None	Date Filed: 0 Number of Workers Covered Not applicable	1,050	

Type of Business: Not Applicable	Two-Digit NAIC Code: 00
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ETA 9105 (March 2004)



U.S. Department of Labor
 Employment and Training Administration

OMB Approval No. 1205-0439
 Expiration date: 09/30/2016

Project Operator Data Form
 National Emergency Grant Electronic Application System

Project Operator: Various Regional Workforce Boards		
Street Address 1: various		
Street Address 2:		
City: various	State: FL	Zip Code: 32399
Contact Person: Michael Lynch		
Telephone: (850) 245-7193		
FAX: (850) 245-7399		
Email: michael.lynych@deo.myflorida.com		
Duration of Project Operator Agreement:	Start: 06/29/2015	End: 06/30/2017
Funding Level: \$6,116,075		
Number of Participants: 1050		
Counties included in Project Operator Service Area: FL-Alachua County, FL-Baker County, FL-Bay County, FL-Bradford County, FL-Brevard County, FL-Broward County, FL-Calhoun County, FL-Charlotte County, FL-Citrus County, FL-Clay County, FL-Collier County, FL-Columbia County, FL-DeSoto County, FL-Dixie County, FL-Duval County, FL-Escambia County, FL-Flagler County, FL-Franklin County, FL-Gadsden County, FL-Gilchrist County, FL-Glades County, FL-Gulf County, FL-Hamilton County, FL-Hardee County, FL-Hendry County, FL-Hernando County, FL-Highlands County, FL-Hillsborough County, FL-Holmes County, FL-Indian River County, FL-Jackson County, FL-Jefferson County, FL-Lafayette County, FL-Lake County, FL-Lee County, FL-Leon County, FL-Levy County, FL-Liberty County, FL-Madison County, FL-Manatee County, FL-Marion County, FL-Martin County, FL-Miami-Dade County, FL-Monroe County, FL-Nassau County, FL-Okaloosa County, FL-Okeechobee County, FL-Orange County, FL-Osceola County, FL-Palm Beach County, FL-Pasco County, FL-Pinellas County, FL-Polk County, FL-Putnam County, FL-Santa Rosa County, FL-Sarasota County, FL-Seminole County, FL-St. Johns County, FL-St. Lucie County, FL-Sumter County, FL-Suwannee County, FL-Taylor County, FL-Union County, FL-Volusia County, FL-Wakulla County, FL-Walton County, FL-Washington County		

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ETA 9107 (March 2004)



U.S. Department of Labor
Employment and Training Administration

OMB Approval No. 1205-0439
Expiration date: 09/30/2016

Planning Form (Regular) (page 1 of 3)

National Emergency Grant Electronic Application System

All quarterly entries are CUMULATIVE over all previous quarters.

PERFORMANCE FACTOR	PROGRAM YEAR QUARTER					
	ADMIN	PROGRAM	QTR1 06/30/2015	QTR2 09/30/2015	QTR3 12/31/2015	QTR4 03/31/2016
IMPLEMENTATION SCHEDULE						
Receiving Intensive Services			0	0	0	150
Enrolled In Training			0	0	0	125
Enrolled in OJT Only			0	0	0	15
Receiving Supportive Services			0	0	0	100
Receiving Needs-Related Payments			0	0	0	0
Exits			0	0	0	50
Entering Employment At Exit			0	0	0	45
Entering OJT Employment at Exit			0	0	0	0
Entering OJT-Related Employment at Exit			0	0	0	0
Total Planned Participants			0	0	0	150
Total Expenditures: Grantee Level						
NRPs		0	0	0	0	0
Supportive Services		0	0	0	0	0
<u>Program Management & Oversight</u>						
Admin Excluding NRP Processing*	31,794		0	4,928	9,360	14,784
NRP Processing*	0		0	0	0	0
Other*		0	0	0	0	0
Total: Program Management And Oversight	31,794	0	0	4,928	9,360	14,784
Indirect* (This line does not add into the subtotal)	15,987	0	0	2,928	5,856	8,784
Other*		850,896	0	33,291	215,341	247,391
Total Expenditures: Grantee Level	31,794	850,896	0	38,219	224,701	262,175
Total Expenditures: Project Operator Level						
Core And Intensive Services		375,500	0	46,900	94,500	138,000
Training		3,254,000	0	0	0	750,000
OJT Training Employer Reimbursement (This line does not add into calculated total)	0	624,000	0	0	0	101,000
Supportive Services		137,500	0	0	0	50,000
NRPs*		0	0	0	0	0
<u>Program Management & Oversight</u>						
Admin Excluding NRP Processing*	187,926		0	23,500	47,000	70,500
NRP Processing*	0		0	0	0	0
Other*		0	0	0	0	0
Total: Program Management And Oversight	187,926	0	0	23,500	47,000	70,500
Other*		2,161,149	0	270,140	540,280	810,420
Total Expenditures: Project Operator Level	187,926	5,928,149	0	340,540	681,780	1,818,920
Total Expenditures: Grantee and Project Operator Level						
Total Expenditures: Grantee And Project Operator Level	219,720	6,779,045	0	378,759	906,481	2,081,095

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U.S. Department of Labor
Employment and Training Administration

OMB Approval No. 1205-0439
Expiration date: 09/30/2016

Planning Form (Regular) (page 2 of 3)

National Emergency Grant Electronic Application System

All quarterly entries are CUMULATIVE over all previous quarters.

PERFORMANCE FACTOR	PROGRAM YEAR QUARTER			
	QTR5 06/30/2016	QTR6 09/30/2016	QTR7 12/31/2016	QTR8 03/31/2017
IMPLEMENTATION SCHEDULE				
Receiving Intensive Services	375	650	775	1,050
Enrolled In Training	325	550	725	975
Enrolled in OJT Only	35	60	75	100
Receiving Supportive Services	200	300	400	500
Receiving Needs-Related Payments	0	0	0	0
Exits	250	450	650	850
Entering Employment At Exit	225	405	585	765
Entering OJT Employment at Exit	0	0	0	0
Entering OJT-Related Employment at Exit	0	0	0	0
Total Planned Participants	375	650	775	1,050
Total Expenditures: Grantee Level				
NRPs	0	0	0	0
Supportive Services	0	0	0	0
<i>Program Management & Oversight</i>				
Admin Excluding NRP Processing*	16,750	21,500	24,850	27,325
NRP Processing*	0	0	0	0
Other*	0	0	0	0
Total: Program Management And Oversight	16,750	21,500	24,850	27,325
Indirect* (This line does not add into the subtotal)	10,200	12,400	13,450	14,200
Other*	278,448	310,498	492,548	524,598
Total Expenditures: Grantee Level	295,198	331,998	517,398	551,923
Total Expenditures: Project Operator Level				
Core And Intensive Services	189,250	242,500	285,900	325,550
Training	1,230,000	1,539,000	1,848,000	2,157,000
OJT Training Employer Reimbursement (This line does not add into calculated total)	225,000	345,500	460,000	575,800
Supportive Services	74,000	92,500	111,000	129,500
NRPs*	0	0	0	0
<i>Program Management & Oversight</i>				
Admin Excluding NRP Processing*	94,000	117,500	141,000	164,500
NRP Processing*	0	0	0	0
Other*	0	0	0	0
Total: Program Management And Oversight	94,000	117,500	141,000	164,500
Other*	1,080,560	1,350,700	1,620,840	1,890,980
Total Expenditures: Project Operator Level	2,667,810	3,342,200	4,006,740	4,667,530
Total Expenditures: Grantee and Project Operator Level				
Total Expenditures: Grantee And Project Operator Level	2,963,008	3,674,198	4,524,138	5,219,453

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ETA 9103-1 (March 2004)



U.S. Department of Labor
Employment and Training Administration

OMB Approval No. 1205-0439
Expiration date: 09/30/2016

Planning Form (Regular) (page 3 of 3)

National Emergency Grant Electronic Application System

All quarterly entries are CUMULATIVE over all previous quarters.

PERFORMANCE FACTOR	PROGRAM YEAR QUARTER
	QTR9 06/30/2017
IMPLEMENTATION SCHEDULE	
Receiving Intensive Services	1,050
Enrolled In Training	1,050
Enrolled in OJT Only	100
Receiving Supportive Services	500
Receiving Needs-Related Payments	0
Exits	1,050
Entering Employment At Exit	945
Entering OJT Employment at Exit	0
Entering OJT-Related Employment at Exit	0
Total Planned Participants	1,050
Total Expenditures: Grantee Level	
NRPs	0
Supportive Services	0
<u>Program Management & Oversight</u>	
Admin Excluding NRP Processing*	31,794
NRP Processing*	0
Other*	0
Total: Program Management And Oversight	31,794
Indirect* (This line does not add into the subtotal)	15,987
Other*	850,896
Total Expenditures: Grantee Level	882,690
Total Expenditures: Project Operator Level	
Core And Intensive Services	375,500
Training	3,254,000
OJT Training Employer Reimbursement (This line does not add into calculated total)	624,000
Supportive Services	137,500
NRPs*	0
<u>Program Management & Oversight</u>	
Admin Excluding NRP Processing*	187,926
NRP Processing*	0
Other*	0
Total: Program Management And Oversight	187,926
Other*	2,161,149
Total Expenditures: Project Operator Level	6,116,075
Total Expenditures: Grantee and Project Operator Level	
Total Expenditures: Grantee And Project Operator Level	6,998,765

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ETA 9103-1 (March 2004)

Narrative Statements

Project Type: Regular
Project Overview
<p>Please explain why the planned cost per participant exceeds the cost under the formula program.</p> <p>The cost per participant under this grant is higher than the cost under the formula program for the following reasons:</p> <ol style="list-style-type: none"> 1. More intense and enhanced career services. 2. More concentrated training. 3. Career pathways that may necessitate serving the same client with multiple training/work-based activities.
Project Plan
<p>Please delineate the cost components of the planned cost in Admin. Excluding NRP Processing - Program Management and Oversight (Grantee Level).</p> <p>The proposed project will be managed from the Grantee Level (Florida Department of Economic Opportunity) with participant services delivered through participating regional workforce boards. DEO will direct, manage, and provide oversight for the local activities. The Department will also implement a major outreach media campaign designed to recruit long-term unemployed and engage employers in local partnerships. See attached budget narrative for detail on these costs.</p>
<p>Please delineate the cost components of the planned cost in Other-Grantee Level and describe the necessity of these costs in the project design.</p> <p>Includes the purchase of TORQ and other employment tools for use by participating regional workforce boards. Also includes staff travel for Grantee Staff.</p>
<p>Please explain the basis of providing a value in Other (Project Operator Level).</p> <p>Includes travel and operating supplies for local staff. Also includes one-stop career center fair share costs.</p>
<p>Please delineate the cost components of the planned cost in Admin. Excluding NRP Processing (Project Operator Level).</p> <p>Administrative costs at the regional workforce board level have been estimated based on an average cost per approved cost allocation plans.</p>
<p>Please explain the basis for providing a value in Indirect.</p> <p>See attached Indirect Rate Approval Letter.</p>