



Grant Modification / Notice of Award

U.S. DEPARTMENT OF LABOR / EMPLOYMENT AND TRAINING ADMINISTRATION

GRANT MODIFICATION		No. 2	PROJECT: Dislocated Worker Grants	
GRANT NUMBER: DW-32746-19-60-A-12	EIN: 364706134	EFFECTIVE DATE: 02/27/2019	PAGE 1	
GRANTEE: STATE OF FLORIDA, DEPARTMENT OF ECONOMIC OPPORTUNITY 107 EAST MADISON STREET MSC 120 TALLAHASSEE, FLORIDA 32399-6545		ISSUED BY U.S. DEPARTMENT OF LABOR / ETA DIVISION OF FEDERAL ASSISTANCE 200 CONSTITUTION AVENUE NW - ROOM N-4716 WASHINGTON, DC 20210		

Action:

To conditionally re-align the budget and budget narrative in accordance with pages 5 to 11 of this modification.

To incorporate the Indirect Cost Rate Agreement into the grant in accordance with pages 20 to 26 of this modification.

To incorporate a conditionally approved statement of work in accordance with pages 12 to 19 of this modification.

YEAR / CFDA PROGRAM ACCOUNT ID	Mod 0-1 CURRENT LEVEL	Mod 2 MODIFICATION	NEW LEVEL	PMS DOC #
FY 19 / 17.277 WIOA DIS WKRS NAT RES - EMERGENCY (ADVANCE) <small>18-1630-2019-0501741919BD201901740003195DW093A0000AOWI00AOWI00-A90200-410023-ETA-DEFAULT TASK-</small>	\$2,500,000.00	\$0.00	\$2,500,000.00	DW32746HB0
TOTAL FUND AVAILABILITY	\$2,500,000.00	\$0.00	\$2,500,000.00	

Except as modified, all terms and conditions of said grant /agreement remain unchanged and in full effect.

Approved by

Date Signed

02/28/2019

Lynn Fraga

Grant Officer

Close

Print

NATIONAL DISLOCATED WORKER GRANT

SPECIAL CONDITIONS OF AWARD

Grant Number: DW-32745-18-60-A-12

Recipient: Florida Department of Economic Opportunity

Project Title: FL - Hurricane Michael

The modification request of December 18, 2018 submitted in response to the Special Conditions for the National Dislocated Worker Grant (DWG) in response to Hurricane Michael requires further modifications as indicated in this document. The recipient must address the identified issues via a subsequent modification request **within 30 days of the receipt of this package**. Please email this next modification request to the assigned Federal Project Officer (FPO), Susan Tesone, at Tesone.Susan.R@dol.gov.

Please note that a submittal of revised documents does not in and of itself constitute approval by the Employment and Training Administration, and final approval must be given by the Grant Officer. Once approved, the revised documents will comprise the official modification to this grant agreement and the special conditions will be resolved.

CONDITIONS OF AWARD

1. Submission of the fully documented modification, which must include the following revisions:
 - a. Project Narrative, Project Plan, Project Operator, and Budget Narrative forms, revised as necessary, to reflect anticipated costs and plans for career services and training as identified in the Project Plan. Please ensure that career services and training are consistently reflected throughout all documentation.
 - b. Project Narrative, revised as necessary, to:
 - i. Include a description of the grantee's plan for providing career services and training to participants and to identify the participants whom they plan to provide career services and training.
 - ii. Include clarification regarding whether the grantee plans to serve the workers dislocated from the hospital as a result of the storm and a description of the grantee's plans for these participants.
 - iii. Exclude requests not intended for this modification. References to future requests should be submitted separately and at the time of the modification request.

- c. Project Operator forms, revised as necessary, to reflect the counties identified in the Project Narrative. Please ensure that areas served are consistently identified throughout documentation.
- d. Budget Narrative, revised as necessary, to reflect the above changes and to include a break out of costs per the General Instructions for Completion of a Budget Information Narrative.
- e. Supplemental information providing:
 - i. List of worksites for each county in which the clean-up work will be performed. Each worksite listing must include the primary clean-up and recovery work taking place at each worksite, all job titles for the temporary workers doing the clean-up activity at the worksite, and the number of participants classified under each job title listed.

5. Federal Project Officer

The DOL/ETA Federal Project Officer (FPO) for this award is:

Name: Susan Tesone

Telephone: 404-302-5375

E-mail: Tesone.Susan.R@dol.gov

The FPO is not authorized to change any of the terms or conditions of the award or approve prior approval requests. Any changes to the terms or conditions or prior approvals must be approved by the Grant Officer through the use of a formally executed award modification process.

6. Indirect Cost Rate and Cost Allocation Plan

A. The recipient submitted an abbreviated emergency application without a budget to request disaster DWG funding. To charge indirect costs to this grant, the recipient must include in the first modification providing the full budget and plan, a current Federally approved Negotiated Indirect Cost Rate Agreement (NICRA) or current Federally approved Cost Allocation Plan (CAP).

B. A **current** Federally approved NICRA or current Federally approved CAP has been provided – copy attached.

For a NICRA only:

(1) Indirect Rate approved: 52.7675%

(2) Type of Indirect Cost Rate: Provisional

(3) Allocation Distribution Base: Total direct salaries and wages including all applicable fringe benefits.

(4) Current beginning and ending period applicable to rate: 7/1/18 to 6/30/20

Estimated Indirect Costs are shown on the SF-424A budget form. If a new NICRA is issued during the grant's period of performance, it must be provided to DOL within 30 days of it being issued. Funds may be re-budgeted as necessary between direct and indirect costs as long as it is consistent with 10% Budget Flexibility term within this agreement, grant requirements and DOL regulations on prior approval. However, the total amount of the grant award will not be increased.

Any changes to the budget that impact the Statement of Work and agreed upon outcomes or deliverables will require a request for modification and prior approval from the Grant Officer.

C. (1) Latest NICRA or CAP approved by the Federal Cognizant Agency (FCA) is not current, or

(2) An indirect cost rate proposal or CAP has not been submitted for approval.

URGENT NOTICE: Estimated indirect costs have been specified on the SF-424A, Section B, Object Class Category "j", however only \$N/A will be released to support the 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 recipient provides a signed copy of the NICRA or CAP

and document stating that the restriction is lifted by the Grant Officer. Upon receipt of the NICRA or CAP, the Grant Officer will issue a grant modification to the award to remove the restriction on those funds.

As the award recipient, your organization must submit an indirect cost rate proposal or CAP. These documents should be submitted to the DOL's Division of Cost Determination (DCD) or to the recipient's FCA. In addition, the recipient must notify the Federal Project Officer (FPO) that the documents have been submitted to the appropriate FCA. **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 award recipient 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 costs paid for using grant funds must be returned through the Payment Management System. No indirect costs will be reimbursed without a NICRA or an approved CAP. *The total amount of the DOL's financial obligation under this grant award **will not be increased in order to reimburse the recipient for higher negotiated indirect costs.***

- ___ D. The award recipient 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. According to 2 CFR 200.412, if indirect costs are misclassified as direct costs, such costs may become disallowed through an audit.
- ___ E. The award recipient has never received a negotiated indirect cost rate and, pursuant to the exceptions noted at 2 CFR 200.414(f) in the Cost Principles of the Uniform Guidance has elected to charge a de minimis rate of 10% of modified total direct costs (see 2 CFR 200.68 for definition of MTDC) which may be used indefinitely. Governmental departments or agencies that receive more than \$35 million in direct Federal Funding must submit an indirect cost rate proposal and cannot request a de minimis rate. 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 the DOL is your FCA, as a recipient, your organization must work with DOL's DCD, which has delegated authority to negotiate and issue a NICRA or CAP on behalf of the Federal Government. More information about the DOL's DCD 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 DCD also has Frequently Asked Questions to provide 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>.

Starting the quarter ending September 30, 2016, all grant recipients with an approved NICRA or de minimis rate must report indirect costs on their **FINAL** ETA-9130 Form.

SF -424

Application for Federal Assistance SF-424

* 1. Type of Submission: <input type="checkbox"/> Preapplication <input checked="" type="checkbox"/> Application <input type="checkbox"/> Changed/Corrected Application	* 2. Type of Application: <input checked="" type="checkbox"/> New <input type="checkbox"/> Continuation <input type="checkbox"/> Revision	* If Revision, select appropriate letter(s): <input type="text"/> * Other (Specify): <input type="text"/>
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* 3. Date Received: <input type="text" value="10/15/2018"/>	4. Applicant Identifier: <input type="text"/>
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5a. Federal Entity Identifier: <input type="text"/>	5b. Federal Award Identifier: <input type="text"/>
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State Use Only:

6. Date Received by State: <input type="text"/>	7. State Application Identifier: <input type="text"/>
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8. APPLICANT INFORMATION:

* a. Legal Name: <input type="text" value="Florida Department of Economic Opportunity"/>	
* b. Employer/Taxpayer Identification Number (EIN/TIN): <input type="text" value="36-4706134"/>	* c. Organizational DUNS: <input type="text" value="9689306640000"/>

d. Address:

* Street1:	<input type="text" value="107 E. Madison St."/>
Street2:	<input type="text" value="MSC 120"/>
* City:	<input type="text" value="Tallahassee"/>
County/Parish:	<input type="text" value="Leon"/>
* State:	<input type="text" value="FL: Florida"/>
Province:	<input type="text"/>
* Country:	<input type="text" value="USA: UNITED STATES"/>
* Zip / Postal Code:	<input type="text" value="32399-6545"/>

e. Organizational Unit:

Department Name: <input type="text"/>	Division Name: <input type="text"/>
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f. Name and contact information of person to be contacted on matters involving this application:

Prefix: <input type="text"/>	* First Name: <input type="text" value="Isabelle"/>
Middle Name: <input type="text"/>	
* Last Name: <input type="text" value="Potts"/>	
Suffix: <input type="text"/>	

Title: <input type="text" value="Supervisor, Program Development and Research"/>

Organizational Affiliation: <input type="text"/>
--

* Telephone Number: <input type="text" value="850-921-3148"/>	Fax Number: <input type="text"/>
--	---

* Email: <input type="text" value="isabelle.potts@deo.myflorida.com"/>

Application for Federal Assistance SF-424

*** 9. Type of Applicant 1: Select Applicant Type:**

A: State Government

Type of Applicant 2: Select Applicant Type:

Type of Applicant 3: Select Applicant Type:

* Other (specify):

*** 10. Name of Federal Agency:**

U.S. Department of Labor/ETA

11. Catalog of Federal Domestic Assistance Number:

17.277

CFDA Title:

Workforce Innovation Opportunity Act (WIOA) National Dislocated Worker Grants (DWG)

*** 12. Funding Opportunity Number:**

N/A

* Title:

N/A

13. Competition Identification Number:

Title:

14. Areas Affected by Project (Cities, Counties, States, etc.):

Add Attachment

Delete Attachment

View Attachment

*** 15. Descriptive Title of Applicant's Project:**

FL - Disaster - Hurricane Michael

Attach supporting documents as specified in agency instructions.

Add Attachments

Delete Attachments

View Attachments

Application for Federal Assistance SF-424

16. Congressional Districts Of:

* a. Applicant

* b. Program/Project

Attach an additional list of Program/Project Congressional Districts if needed.

17. Proposed Project:

* a. Start Date:

* b. End Date:

18. Estimated Funding (\$):

* a. Federal	<input type="text" value="2,500,000.00"/>
* b. Applicant	<input type="text" value="0.00"/>
* c. State	<input type="text" value="0.00"/>
* d. Local	<input type="text" value="0.00"/>
* e. Other	<input type="text" value="0.00"/>
* f. Program Income	<input type="text" value="0.00"/>
* g. TOTAL	<input type="text" value="2,500,000.00"/>

*** 19. Is Application Subject to Review By State Under Executive Order 12372 Process?**

- a. This application was made available to the State under the Executive Order 12372 Process for review on .
- b. Program is subject to E.O. 12372 but has not been selected by the State for review.
- c. Program is not covered by E.O. 12372.

*** 20. Is the Applicant Delinquent On Any Federal Debt? (If "Yes," provide explanation in attachment.)**

- Yes
- No

If "Yes", provide explanation and attach

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)**

** 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 instructions.

Authorized Representative:

Prefix: * First Name:
Middle Name:
* Last Name:
Suffix:

* Title:

* Telephone Number: Fax Number:

* Email:

* Signature of Authorized Representative: 

* Date Signed:

SF-424A

BUDGET INFORMATION - Non-Construction Programs

SECTION A - BUDGET SUMMARY

Grant Program Function or Activity (a)	Catalog of Federal Domestic Assistance Number (b)	Estimated Unobligated Funds		New or Revised Budget		Total (g)
		Federal (c)	Non-Federal (d)	Federal (e)	Non-Federal (f)	
1. GRANTEE ADMINISTRATIVE	17.277	\$	\$	\$ 249,732.00	\$	\$ 249,732.00
2. GRANTEE TOTAL OPERATIONS	17.277			2,250,268.00		2,250,268.00
3.						
4.						
5. Totals		\$	\$	\$ 2,500,000.00	\$	\$ 2,500,000.00

SECTION B - BUDGET CATEGORIES

6. Object Class Categories	GRANT PROGRAM, FUNCTION OR ACTIVITY				Total (5)
	(1)	(2)	(3)	(4)	
	GRANTEE ADMINISTRATIVE	GRANTEE TOTAL OPERATIONS			
a. Personnel	\$	\$ 48,540.00	\$	\$	\$ 48,540.00
b. Fringe Benefits		18,445.00			18,445.00
c. Travel		14,010.00			14,010.00
d. Equipment		0.00			
e. Supplies		6,000.00			6,000.00
f. Contractual	214,386.00	2,143,857.00			2,358,243.00
g. Construction		0.00			
h. Other		19,416.00			19,416.00
i. Total Direct Charges (sum of 6a-6h)	214,386.00	2,250,268.00			2,464,654.00
j. Indirect Charges	35,346.00				35,346.00
k. TOTALS (sum of 6i and 6j)	\$ 249,732.00	\$ 2,250,268.00	\$	\$	\$ 2,500,000.00
7. Program Income	\$	\$	\$	\$	\$

SECTION C - NON-FEDERAL RESOURCES					
(a) Grant Program	(b) Applicant	(c) State	(d) Other Sources	(e) TOTALS	
8.	\$	\$	\$	\$	\$
9.					
10.					
11.					
12. TOTAL (sum of lines 8-11)	\$	\$	\$	\$	\$
SECTION D - FORECASTED CASH NEEDS					
Total for 1st Year	1st Quarter	2nd Quarter	3rd Quarter	4th Quarter	
13. Federal	\$	\$	\$	\$	\$
14. Non-Federal	\$				
15. TOTAL (sum of lines 13 and 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. TOTAL (sum of lines 16 - 19)	\$	\$	\$	\$	\$
SECTION F - OTHER BUDGET INFORMATION					
21. Direct Charges:		22. Indirect Charges: Total Personnel & Fringe Benefits at 52.7675%			
23. Remarks:					

Budget Narrative

GRANTEE LEVEL

Personnel				Total
GOC II	4,250.00	32.0%	24	32,640.00
SMAS	5,500.00	10.0%	24	13,200.00
GOC II Monitor	4,500.00	2.5%	24	2,700.00
Total Personnel				48,540.00
Fringe benefits @ 38% personnel (FICA, WC, Retirement, Health)				18,445.00
Travel 15 trips for 2 Staff members @ \$934 per trip (2 traveler in state, two hotel nights at \$150 per traveler, meals and per diem at \$132 per traveler, rental car, tolls, and gas at \$70 per trip)				14,010.00
Staff Supplies \$2500 per year - General Office consumables and Supplies				6,000.00
Other Costs				
Shared Agency Overhead Costs (Rent, cost pool allocations for utilities and internet, data processing)				18,616.00
Risk Management Insurance (Made up of automobile insurance, general liability insurance, workers compensation insurance, and civil rights insurance. The charge is based on amount of FTEs accruing grant time)				800.00
Total Other Costs				19,416.00
Contractual - Program Operator Expenses				
Temporary Jobs 120 @ \$12,500	12,500.00		120	1,500,000.00
Fringe benefits @ 5% (FICA, WC)				75,000.00
Subcontract: Staffing Agency Fee @ 15% of temp job wages & benefits				236,250.00
Training and OJT services 5 @ \$5,000				25,000.00
Supportive Services @average of \$800 per 125 participants				100,000.00
3 Case managers for two years	40,000.00		0.5	120,000.00
Fringe benefits @ 38%				45,600.00
Staff Travel 3 case managers x \$34/week x 104 weeks				10,608.00
Staff supplies estimated at \$150 per month				4,320.00
Pooled Career Center Costs @ 15% of staff-related costs)				27,079.00
Admin Costs @ 10%				214,386.00
Total Contractual				2,358,243.00
Indirect Rate 52.7675% of Total Personnel + fringe benefits (48,540+18,445)*52.7675% = \$35,346				35,346.00
TOTAL GRANT				2,500,000.00

Statement of Work

DISASTER RECOVERY

National Dislocated Worker Grants

Project Name: Hurricane Michael - State of Florida - Modification 1

Disaster Event: Hurricane Michael

Disaster Declaration #: 4399-DR

Project Type: Disaster Full Application

Name of Federal Agency Declaring Disaster Event: FEMA

Date of Emergency or Disaster of National Importance: 10/09/2018

Targeted Groups:

(check all that apply)

- Unemployed due to Disaster
- Long-term Unemployed
- Evacuees from Declared Disaster Area
- Dislocated Workers

Total Federal Funding Request: \$ \$2,500,000.00

	Temporary Jobs	Career & Training	Total
a) Amount of Federal Award \$ projected:	\$2,450,000.00	\$50,000.00	\$2,500,000.00
b) Planned Number of Participants:	120	5	125
c) Planned Cost per Participant:	\$20,416.67	\$10,000.00	\$20,000.00
d) % of Planned Participants Receiving Needs-Related Payments (NRPs):	0%	0%	0%

Counties included in Project Service Area: Okaloosa, Walton, Calhoun, Holmes, Jackson, Liberty, Washington, Bay, Franklin, Gulf, Gadsden, Leon, Wakulla, Hamilton, Jefferson, Madison, Suwannee, Taylor. [NOTE: Because of the level of destruction of property in the affected areas, it is anticipated that there may be a need to serve evacuees outside of this service area.]

Narrative Statements

(note: You may only insert text in the below fields, charts and graphs must be submitted as a separate attachment)

Impact of Disaster on the Community: On October 10, 2018, Hurricane Matthew barreled through the Florida Panhandle, causing extensive damage due to rain, wind, and storm surge to the counties listed above. In spite of the damage incurred by personnel and facilities of the local workforce development boards (LWDBs) in the affected areas, the LWDBs are diligently working on the development of disaster-

recovery worksites and have begun hiring temporary disaster-relief workers to provide assistance to those affected areas in the immediate aftermath and for long-term recovery.

This week (week of December 3-7, 2018), a major employer in Panama City (Bay County, part of LWDB 4), announced a mass layoff: the local hospital expects to lay off 800 workers. Consequently, the state anticipates that long-term recovery needs will add up to \$10 million, rather than the \$5 million initially requested. There will be an immediate need for career services and training, particularly for those workers affected by these long-term dislocations to assist them retrain and, when necessary relocate. The labor market in the Florida Panhandle stretches to areas across the Florida border into Georgia and Alabama. Some of the relocations may be into these states; consequently the affected LWDBs may need to provide relocation assistance.

The submitted budget is only for the amount currently awarded--\$2.5 million. After this modification is approved, the state will put in another modification request to reflect the current need in the affected area.

Description of Activities to be Provided: The immediate focus will be on temporary disaster-related employment to clean up, repair, and restore damaged public/non-profit properties, as well as the properties of individuals who qualify for weatherization assistance. Temporary workers will also provide humanitarian assistance to those individuals and local businesses that have been damaged as a result of the storm.

There is also a need for career services and training due to the anticipated long-lasting impact of this storm on workers' ability to return to work in the same jobs. The State, therefore, requests the flexibility to enroll eligible participants in career services and/or training when it best serves the needs of the eligible participants to regain employment and work towards economic self-sufficiency.

The State further anticipates serving evacuees from the affected areas in local areas that were not directly impacted by the storm by providing career and training services.

Explanation of the procedures the recipient will use to identify funds not being utilized in accordance with the project plan: The Grantee monitors grant activities frequently (at least weekly at the start of

the grant and no less than monthly once grant operations are well underway). Local areas receive cash draws weekly and grant expenditures are reported monthly by subrecipients. The Bureau of Financial Management and Bureau of One-Stop and Program Support meet to compare expenditures to grant activities. If grant funds are not being used in accordance with the project plan, funds may be deobligated and reallocated. Additionally, any funds misspent would be repaid by the subrecipient.

The Grantee requests that USDOL consider awarding additional funding before the 70% expenditure limit is reached, due to the extent of damage in affected areas and the high demand for temporary workers to assist in recovery efforts.

The recipient's plan for developing and implementing corrective action where required, to ensure adherence to the project goals: Planned monitoring and oversight activities are carried out in accordance with DEO's monitoring plan.

The purpose of the programmatic monitoring review is to assess whether the local workforce development boards are complying with applicable laws, regulations, state plans, and all contract and agreement terms in administering their workforce programs. As such, the Department, in consultation with CareerSource Florida (the state workforce board) annually develops and implements a process for monitoring the local boards and for follow-up of findings that require corrective action.

Financial monitoring of LWDBs is conducted annually to ensure compliance with federal and state requirements.

If the recipient is including a Career Services & Training component please provide the following information : Planned Entered Employment Rate: 83%

Planned 6-month Earnings: \$6,850.00

Also provide a description of the Career Services to be provided (if applicable). Note: Planned performance outcomes are based on Florida's negotiated goals for dislocated workers for PY 2018.

Career services may include but are not limited to assessment, development of an employability plan, job search assistance, soft skills training, remediation, GED preparation and ESL instruction, work experiences.

**Project Plan - Regular
Hurricane Michael
PERFORMANCE FACTOR**

<i>Planned Participants</i>	12/31/18	3/31/2019	6/30/2019	9/30/2019	12/31/2019	3/31/2020	6/30/2020	9/30/2020
Employed in Temporary Disaster Relief Assistance	5	75	100	120	120	120	120	120
Receiving Career Services**	5	75	100	125	125	125	125	125
Receiving Supportive Services	5	75	100	125	125	125	125	125
Completed NDWG Services (exited)	0	0	10	35	70	95	110	125
Employed at Completion of NDWG Services	0	0	9	29	58	79	91	104
Training	0	0	0	5	5	5	5	5
Total Planned Participants	5	75	100	120	120	120	120	125

<i>Grantee-Level Expenditures</i>	12/31/18	3/31/2018	6/30/2018	9/30/2018	12/31/2018	3/31/2019	6/30/2019	9/30/2019
Supportive Services	4,418	8,836	13,255	17,673	22,091	26,509	30,928	35,346
Admin Excluding NRP Processing*	13,301	26,602	39,903	53,204	66,505	79,806	93,107	106,411
Other*	17,719	35,438	53,158	70,877	88,596	106,315	124,035	141,757
Total: Program Management And Oversight	4,418	8,836	13,255	17,673	22,091	26,509	30,928	35,346
Indirect* (this line not included in calculated total)	17,719	35,438	53,158	70,877	88,596	106,315	124,035	141,757
Total Expenditures: Grantee Level	17,719	35,438	53,158	70,877	88,596	106,315	124,035	141,757

<i>Project Operator-Level Expenditures</i>	12/31/18	3/31/2018	6/30/2018	9/30/2018	12/31/2018	3/31/2019	6/30/2019	9/30/2019
Local Administration	15,166.00	52,972.00	79,457.00	106,443.00	133,429.00	160,414.00	187,400.00	214,386.00
Participant Fringe Benefits	4,688.00	18,750.00	28,125.00	37,500.00	46,875.00	56,250.00	65,625.00	75,000.00
Participant Wages	93,750.00	375,000.00	562,500.00	750,000.00	937,500.00	1,125,000.00	1,312,500.00	1,500,000.00
Program Management and Oversight (Non Admin Costs)	40,717.00	110,965.00	166,447.00	221,929.00	277,411.00	332,893.00	388,375.00	443,857.00
Training	-	-	-	5,000.00	10,000.00	15,000.00	20,000.00	25,000.00
Support Services	12,500.00	25,000.00	37,500.00	50,000.00	62,500.00	75,000.00	87,500.00	100,000.00
Total Expenditures: Project Operator Level	166,821	582,687	874,029	1,170,872	1,467,715	1,764,557	2,061,400	2,358,243

DISLOCATED WORKER GRANTS (DWG) – Project Operator Form

Project Operator 1 Name: CareerSource Okaloosa Walton			
Street Address 1: 109 8th Avenue			
Street Address 2:			
City: Shalimar	County: Okaloosa	State: FL	Zip Code: 32579
Duration of Project Operator Agreement	Start Date: 10/7/2018	End Date: 9/30/2020	
Contact Person Name: Michele Burns		Telephone: 850-651-2315 x212	
E-mail: mburns@careersourceow.com		FAX:	
Projected Expenses & Activities	Temporary Jobs	Career & Training	Total
Funding Level	\$170,000		\$170,000
Number of Participants	10	0	10
Counties included in Project Operator Service Area: Okaloosa & Walton			

Project Operator 2 Name: CareerSource Chipola			
Street Address 1: 4636 Highway 90 East			
Street Address 2: Suite K			
City: Marianna	County: Jackson	State: FL	Zip Code: 32446
Duration of Project Operator Agreement	Start Date: 10/7/2018	End Date: 9/30/2020	
Contact Person Name: Richard Williams		Telephone: 850-633-2732	
E-mail: Richard.williams@careersourcechipola.com		FAX:	
Projected Expenses & Activities	Temporary Jobs	Career & Training	Total
Funding Level	\$800,000	\$50,000	\$850,000
Number of Participants	40	5	45
Counties included in Project Operator Service Area: Calhoun, Holmes, Jackson, Liberty, Washington			

Project Operator 3 Name: CareerSource Gulf Coast			
Street Address 1: 5230 West U.S. Highway 98			
Street Address 2:			
City: Panama City	County: Bay	State: FL	Zip Code: 32401-1058
Duration of Project Operator Agreement	Start Date: 10/7/2018	End Date: 9/30/2020	
Contact Person Name: Kimberly Bodine		Telephone: 850-913-3284	
E-mail: kbodine@4careersourcegc.com		FAX:	
Projected Expenses & Activities	Temporary Jobs	Career & Training	Total
Funding Level	\$1,038,243		\$1,038,243
Number of Participants	55	0	55
Counties included in Project Operator Service Area: Bay, Franklin, Gulf			

Project Operator 4 Name: CareerSource Capital Region			
Street Address 1: 325 John Knox Rd.			
Street Address 2:			
City: Tallahassee	County: Leon	State: FL	Zip Code: 32303
Duration of Project Operator Agreement	Start Date: 10/7/2018	End Date: 9/30/2020	
Contact Person Name: Jim McShane		Telephone: 850-617-4605	
E-mail: jim.mcshane@careersourcecapitalregion.com		FAX:	
Projected Expenses & Activities	Temporary Jobs	Career & Training	Total
Funding Level	\$300,000		\$300,000
Number of Participants	15		15
Counties included in Project Operator Service Area: Bay, Franklin, Gulf			

Michael DWG Modification Worksite Information

LWDB Worksite	Job Title	# of planned workers
2 Matrix Community Outreach	Disaster Recovery Specialist	10
Backpack for Kids - Jackson County	Disaster Recovery Specialist	1
Calhoun County Board of County Commissioners	Disaster Recovery Specialist	1
Calhoun County School District	General Laborer - Disaster Recovery	2
Calhoun-Liberty Ministry Center, Inc.	Disaster Recovery Specialist	2
	General Laborer - Disaster Recovery	2
Chipola Family Ministries, Inc.	Disaster Recovery Specialist	1
	General Laborer - Disaster Recovery	2
3 City of Marianna	Disaster Recovery Specialist	1
	General Laborer - Disaster Recovery	2
Falling Waters State Park	Disaster Recovery Specialist	1
	General Laborer - Disaster Recovery	1
Innovative Charities of Northwest Florida, Inc.	Disaster Recovery Specialist	1
Jackson County Board of County Commissioners	Disaster Recovery Specialist	2
Jackson County ARC., Inc.	Disaster Recovery Specialist	1
	General Laborer - Disaster Recovery	2
Jackson Co. Chamber of Commerce, Inc	Disaster Recovery Specialist	1
Liberty Co. Board of County Commissioners	Disaster Recovery Specialist	1
	General Laborer - Disaster Recovery	1
Panhandle Pioneer Settlement	Disaster Recovery Specialist	1
	General Laborer - Disaster Recovery	1
The Wright Foundation	Disaster Recovery Specialist	2
3 Town of Alford	General Laborer - Disaster Recovery	1
	Disaster Recovery Specialist	1
	General Laborer - Disaster Recovery	2
Town of Esto	Disaster Recovery Specialist	1
	General Laborer - Disaster Recovery	1
Town of Sneeds	Disaster Recovery Specialist	1
	General Laborer - Disaster Recovery	2
Washington Co. Board of County Commissioners	Disaster Recovery Specialist	2
Gulf District Schools	General Laborer - Disaster Recovery	12
City of Wewahitchka	General Laborer - Disaster Recovery	15
	Disaster Recovery Specialist	3
4 Gulf County	General Laborer - Disaster Recovery	11
	Disaster Recovery Specialist	8
Bay District Schools Warehouse	Disaster Recovery Specialist	6
5 America's 2nd Harvest of the Big Bend	Disaster Recovery Specialist	5
Gadsden County	Disaster Recovery Specialist	10

DECLARED OCTOBER 9, 2018

SUMMARY

STATE: Florida

NUMBER: FEMA-3405-EM

INCIDENT: Hurricane Michael

INCIDENT PERIOD: October 7, 2018, and continuing

DATE REQUESTED BY GOVERNOR: October 8, 2018

FEDERAL COORDINATING OFFICER: Thomas J. McCool
National FCO Program

DESIGNATIONS AND TYPES OF ASSISTANCE:

The Department of Homeland Security, Federal Emergency Management Agency (FEMA), is authorized to provide appropriate assistance for required emergency measures, authorized under Title V of the Stafford Act, to save lives and to protect property and public health and safety, or to lessen or avert the threat of a catastrophe in the designated areas. Specifically, FEMA is authorized to provide:

Assistance for debris removal and emergency protective measures (Categories A and B), including direct federal assistance, under the Public Assistance program for the counties of Bay, Calhoun, Franklin, Gadsden, Gulf, Hamilton, Jackson, Jefferson, Leon, Liberty, Madison, Suwannee, Taylor, and Wakulla.

Assistance for emergency protective measures (Category B), limited to direct federal assistance, under the Public Assistance program for the counties of Alachua, Baker, Bradford, Citrus, Columbia, Dixie, Escambia, Gilchrist, Hernando, Hillsborough, Holmes, Lafayette, Levy, Manatee, Okaloosa, Pasco, Pinellas, Santa Rosa, Union, Walton, and Washington.

OTHER: Additional designations may be made at a later date if requested by the state and warranted by the results of further evaluation.

Note: This is an emergency declaration.

Indirect Cost Rate

Rick Scott
GOVERNOR



Cissy Proctor
EXECUTIVE DIRECTOR

October 1, 2018

Mr. Damon Tomchick
U.S. Department of Labor
Division of Cost Determination
224 Westbridge Place
Mount Airy, NC 27030

Dear Mr. Tomchick:

Enclosed is the signed copy of the Negotiated Indirect Cost Rate Agreement for the State of Florida, Department of Economic Opportunity.

Sincerely,

Damon Steffens
Chief Financial Officer

DS/fmk

Enclosures

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

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

DATE: September 24, 2018
FILE REF: This replaces
the agreement dated
June 28, 2018

The indirect cost rate(s) contained herein are for use on grants and contracts with the Federal Government. 2 CFR Part 200, Subpart E applies subject to the limitations contained in Section II, A, below. The rate(s) were negotiated between the State of Florida, Department of Economic Opportunity (DEO) and the U. S. Department of Labor in accordance with the authority contained in 2 CFR Part 200, Appendix VII, D.1.

SECTION I: RATES

<u>TYPE</u>	<u>EFFECTIVE PERIOD</u>		<u>RATE*</u>	<u>LOCATION</u>	<u>APPLICABLE TO</u>
	<u>FROM</u>	<u>TO</u>			
Final	7/1/16	6/30/17	11.4965% (a)	All	UC
Final	7/1/16	6/30/17	.5394% (b)	All	HCP
Final	7/1/16	6/30/17	.2909% (b)	All	WIA
Final	7/1/16	6/30/17	.8095% (b)	All	WTS/FSET
Final	7/1/16	6/30/17	12.6448% (a)	All	OP
Final	7/1/17	6/30/18	11.8606% (a)	All	UC
Final	7/1/17	6/30/18	.7909% (b)	All	HCP
Final	7/1/17	6/30/18	.3526% (b)	All	WIA
Final	7/1/17	6/30/18	.8320% (b)	All	WTS/FSET
Final	7/1/17	6/30/18	12.8647% (a)	All	OP
Provisional	7/1/18	6/30/20	30.4190% (a)	All	RAP
Provisional	7/1/18	6/30/20	52.7675% (a)	All	WSP
Provisional	7/1/18	6/30/20	8.3300% (a)	All	WJMP
Provisional	7/1/18	6/30/20	41.0816% (a)	All	CDP
Provisional	7/1/18	6/30/20	62.1549% (a)	All	SBDP
Provisional	7/1/18	6/30/20	40.1433% (a)	All	FSP

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

***BASE**

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

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

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

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

SECTION II: GENERAL

- A. **LIMITATIONS:** Use of the rate(s) contained in the Agreement is subject to all statutory or administrative limitations and is applicable to a given Federal award or contract only to the extent that funds are available. Acceptance of the rate(s) agreed to herein is predicated upon the following conditions:
- (1) that no costs other than those incurred by the non-Federal entity or contractor were included in its indirect cost pool as finally accepted and that such incurred costs are legal obligations of the non-Federal entity and allowable under the governing cost principles,
 - (2) that the same costs that have been treated as indirect costs have not been claimed as direct costs,
 - (3) that similar types of costs have been accorded consistent treatment, and
 - (4) that the information provided by the non-Federal entity or contractor which was used as a basis for acceptance of the rate(s) agreed to herein is not subsequently found to be materially inaccurate by the Federal government. In such situations, the rate(s) may be subject to renegotiation at the discretion of the Federal government.
 - (5) The rates cited in this Agreement are subject to audit.
- B. **ACCOUNTING CHANGES:** This agreement is based on the accounting system purported by the non-Federal entity or contractor to be in effect during the Agreement period. Changes to the method of accounting for costs which affect the amount of reimbursement resulting from the use of this Agreement require prior approval of the Office of Cost Determination. Such changes include, but are not limited, changes in the charging of a particular type of cost from indirect to direct. Failure to obtain approval may result in cost disallowances.
- C. **NOTIFICATION TO FEDERAL AGENCIES:** A copy of this document is to be provided by the non-Federal entity or contractor to other Federal funding sources as a means of notifying them of the Agreement contained herein.
- D. **PROVISIONAL-FINAL RATES AND ADJUSTMENTS:** When seeking initial reimbursement of indirect costs using the provisional/rate methodology, provisional rates

must be established within 90 days of receiving a Federal award (financial assistance, grants, cooperative agreements, and cost reimbursable contracts) requiring to account for actual costs incurred. The non-Federal entity or contractor must submit an indirect cost rate proposal within six (6) months after the end of their fiscal year to establish a final rate.

Once a final rate is negotiated, billings and charges to federal awards must be adjusted if the final rate varies from the provisional rate. If the final rate is greater than the provisional rate and there are no funds available to cover the additional indirect costs, the non-Federal entity or contractor may not recover all indirect costs. Conversely, if the final rate is less than the provisional rate, the non-Federal entity or contractor will be required to reimburse the funding agency for the excess billings.

Non-Federal entities or contractors receiving a Federal cost reimbursable contract(s) - Must adhere with FAR 52.216-7(d)(2)(v), to settle final indirect cost rates typically on annual basis:

“The contractor shall update the billings on all contracts to reflect the final settled rates and update the schedule of cumulative direct and indirect costs claimed and billed, as required in paragraph (d)(2)(iii)(I) of this sections, within 60 days after settlement of final indirect cost rates.”

In addition, the contractor shall provide to the Contracting Officer the noted cumulative costs schedule within 60 days of the execution of this agreement.

If the non-Federal entity or contractor has completed performance under any of the contracts covered by this Agreement, a final invoice or voucher must be submitted no later than 120 days from the date on which this Agreement is executed, following guidance from FAR 52.216-7(d)(5) and FAR 52.216-7(h).

Non-Federal entities receiving Federal awards (financial assistance, grants, and cooperative agreements) – Note that even if Federal awards are administratively closed prior to the settlement of final indirect cost rates, non-Federal entities still must comply with the following 2 CFR Part 200 clauses stating, in part:

§200.344 Post-closeout adjustments and continuing responsibilities

(a) The closeout of a Federal award does not affect any of the following:

- (1) The right of the Federal awarding agency or pass-through entity to disallow costs and recover funds on the basis of a later audit or other review. The Federal awarding agency or pass-through entity must make any cost disallowance determination and notify the non-Federal entity within the record retention period.

(2) The obligation of the non-Federal entity to return any funds due as a result of later refunds, corrections, or other transactions including final indirect cost rate adjustments.

§200.345 Collection of amounts due

(a) Any funds paid to the non-Federal entity in excess of the amount to which the non-Federal entity is finally determined to be entitled under the terms of the Federal award constitute a debt to the Federal Government.

(b) Except where otherwise provided by statutes or regulations, the Federal awarding agency will charge interest on an overdue debt in accordance with the Federal Claims Collection Standards (31 CFR parts 900 through 999). The date from which interest is computed is not extended by litigation or the filing of any form of appeal.

E. SPECIAL REMARKS:

1. Indirect costs charged to Federal grants/contracts by means other than the rate(s) cited in the Agreement should be adjusted to the applicable rate cited herein and be applied to the appropriate base to identify the proper amount of indirect costs allocable to the program.
2. Contracts/grants providing for ceilings as to the indirect cost rates(s) or amount(s) which are indicated in Section I above, will be subject to the ceilings stipulated in the contract or grant agreements. The ceiling rate or the rate(s) cited in this Agreement, whichever is lower, will be used to determine the maximum allowable indirect cost on the contract or grant agreement.
3. The indirect cost pool for 2018 final rates in Section I above consists of allowable, allocable expenses of the following:

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

The indirect cost pool for 2019 and 2020 provisional rates consists of all of the above except for Terminal Leave.

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

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

5. Explanations of the abbreviations used in Section I above for 2018 final rates, are as follows:

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

And for the 2019 & 2020 provisional rates:

RAP = Reemployment Assistance Program
WSP = Workforce Services Program
WJMP = Workforce Jointly-Managed Program
CDP = Community Development Program
SBDP = Strategic Business Development Program
FSP = Facilities Services Program

*** Intentionally Left Blank ***

6. The Florida Department of Economic Opportunity maintains and operates a number of state/federal-owned facilities acquired with various sources of federal and state funds. Maintenance and operating costs associated with these facilities are directly billed to users. Billing rates are designed to recover anticipated service costs on a breakeven basis.

Direct billings made in accordance with the agency's "Facilities Services Rate Plan" are hereby approved.

ACCEPTANCE

BY THE ORGANIZATION:

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

(Grantee/Contractor)



(Signature)

Damon Steffens

(Name)

Chief Financial Officer

(Title)

10-2-18

(Date)

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

U.S. DEPARTMENT OF LABOR
Office of Cost Determination
224 Westbridge Place
Mount Airy, NC 27030

(Government Agency)



(Signature)

for
Victor M. Lopez

(Name)

Director, Office of Cost Determination

(Title)

September 24, 2018

(Date)

Negotiated By: Damon L Tomchick
Telephone No.: 202-693-4108 or 240-475-2786