

**U.S. DEPARTMENT OF LABOR
EMPLOYMENT AND TRAINING
ADMINISTRATION (DOL/ETA)**

**NOTICE OF
AWARD (NOA)**

Under the authority of the *WIOA Sec. 170, National Dislocated Worker Grants*, this grant or agreement is entered into between the above named *Grantor Agency* and the following named *Awardee*, for a project entitled - *National Health Emergency DWB*.

Name & Address of Awardee:
STATE OF FLORIDA, DEPARTMENT OF ECONOMIC
OPPORTUNITY
107 EAST MADISON STREET
MSC 120
TALLAHASSEE, FLORIDA 32399-6545

Federal Award Id. No. (FAIN): DW-33167-19-60-A-12
CFDA #: 17.277- WIOA National Dislocated Worker
Grants / WIA National Emergency Grants (NEGs)
Amount: \$833,333.00
EIN: 364706134
DUNS #: 968930664

Accounting Code:

1630-2019-0501741919BD201901740003195DW093A0000AOWI00AOWI00-A90200-410023-ETA-DEFAULT TASK-

Payment Management System DOC#: DW33167HB0

The Period of Performance shall be from **April 01, 2019 thru March 31, 2021**.
Total Government's Financial Obligation is **\$833,333.00** (unless other wise amended).

Payments will be made under the Payments Management System, and can be automatically drawn down by the awardee on an as needed basis covering a forty-eight (48) hour period.

The application for an NHE DWG funding request, received in full on February 20, 2019, is conditionally approved for up to \$2,500,000, with \$833,333 awarded initially. Please see the attached Special Conditions of Award.

In performing its responsibilities under this grant agreement, the awardee hereby certifies and assures that it will fully comply with all applicable Statute(s), and the following regulations and cost principles, including any subsequent amendments:

Uniform Administrative Requirements, Cost Principles, and Audit Requirements:

2 CFR Part 200; Uniform Administrative Requirements, Cost Principles, and Audit Requirements; Final Rule 2 CFR Part 2900; DOL Exceptions to 2 CFR Part 200;

Other Requirements (Included within this NOA):

Condition(s) of Award (if applicable)
Federal Award Terms, including attachments

Contact Information

The Federal Project Officer (FPO) assigned to this grant is Region 3. Region 3 will serve as your first line point of contact and can be contacted via e-mail - ro3-ra-atl@dol.gov. If your FPO is not available, please call your Regional Office at 404-302-5300 for assistance.

The awardee's signature below certifies full compliance with all terms and conditions as well as all applicable Statutes(s), grant regulations, guidance, and certifications.

Signature of Approving Official - **AWARDEE**

Signature of Approving Official - **DOL / ETA**

Digital Signature

Mary Walek, April 05, 2019
Grant Officer

See SF-424 for Signature
No Additional Signature Required

National Dislocated Worker Grants: TEGL-4-18

SPECIAL CONDITIONS OF AWARD

Recipient: Florida Department of Economic Opportunity

Project Title: FL – National Health Emergency DWG

Grant Number: DW-33167-19-60-A-12

The U.S. Department of Labor has conditionally approved Florida Department of Economic Opportunity's application for the National Health Emergency Dislocated Worker Grant funding for up to \$2,500,000, with \$833,333 released initially. The approved threshold of \$2,500,000 does not reflect an obligation of the \$833,333 awarded to date. As a condition of this grant award, the recipient must address the issues identified in this document by submitting a subsequent modification request within 30 days of receiving this grant award package.

The modification containing the revised documents must be emailed to the Federal Project Officer (FPO) named in the grant agreement, and it must include a cover letter on organizational letterhead that is signed by the Authorized Representative.

Please note that a submittal of the revised documents requested below does not constitute approval by the Employment and Training Administration, and final approval will come from the Grant Officer. Once approved, the revised documents will comprise the official modification to this grant agreement and these special conditions of award will be resolved.

CONDITIONS OF AWARD

1. Revise the SF-424 to reflect the incremental award and the approved period of performance of April 1, 2019 to March 31, 2021.
2. Revise the SF-424A and Budget Narrative to reflect the incremental award.
3. Revise the Statement of Work as needed to reflect the incremental award.

**National Health Emergency
Disaster Recovery National Dislocated Worker Grant
Federal Award Terms**

Table of Contents

1. Order of Precedence	4
2. Notice of Award	4
3. Funding Opportunity Announcement	4
4. Administrative Law Judge Removal of Award (WIOA).....	4
5. Federal Project Officer.....	5
6. Indirect Cost Rate and Cost Allocation Plan	5
7. Approved Statement of Work.....	7
8. Approved Budget	7
9. Return of Funds.....	7
10. Evaluation, Data, and Implementation	7
11. Resources and Information	7
12. Cost Limitation Restrictions	8
a. Administrative Costs	8
b. Supportive Services.....	8
c. In-patient Costs.....	8
d. Budget Flexibility.....	8
e. Consultants	9
f. Travel	9
g. Travel – Foreign	9
h. Travel – Mileage Reimbursement Rates	9
i. WIOA Infrastructure	9
13. Administrative Requirements.....	10
a. Assurances and Certifications.....	10
b. Audits	10
c. Closeout/Final Year Requirements	10
d. Creative Commons Attributions License.....	11
e. Equipment.....	11
f. Federal Funding Accountability and Transparency Act (FFATA).....	11
g. Intellectual Property Rights	14
h. Personally Identifiable Information	14
i. Pre-Award	15
j. Procurement	15
k. Program Income.....	15
l. Publicity.....	15

m. Recipient Integrity and Performance Matters	15
n. Reports.....	17
1. Quarterly Financial Reports.	17
2. Quarterly Performance Reports.	17
3. Project Implementation Plan.	18
o. Requirements for Conference and Conference Space	18
p. Subawards.....	18
q. Supportive Services & Participant Support Costs	18
r. System for Award Management.....	19
1. Requirement for System of Award Management (SAM).....	19
2. Requirement for unique entity identifier	19
3. Definitions.....	19
s. Vendor/Contractor	20
14. Program Requirements	20
1. Coordination with Federal Agencies.....	20
2. Eligibility.....	20
3. Participant Compensation	21
4. Employment Conditions	21
5. Work on Private Property	22
6. Fish and Wildlife Service (FWS).....	22
7. Notice about Disability and Medical Information Protections for Opioid-Crisis Disaster Recovery DWG Participants.	23
15. Fiscal Year 2018 Federal Appropriations Requirements	24
a. Buy American Notice	24
b. Fair Labor Standards Act Amendment for Major Disasters	25
c. Health Benefits Coverage for Contraceptives.....	26
d. Privacy Act.....	26
e. Prohibition on Contracting with Corporations with Felony Criminal Convictions.....	26
f. Prohibition on Contracting with Corporations with Unpaid Tax Liabilities	26
g. Prohibition on Procuring Goods Obtained Through Child Labor	26
h. Prohibition on Providing Federal Funds to ACORN.....	27
i. Reporting of Waste, Fraud and Abuse.....	27
j. Requirement for Blocking Pornography	27
k. Requirement to Provide Certain Information in Public Communications	27
l. Restriction on Health Benefits Coverage for Abortions.....	27
m. Restriction on Lobbying/Advocacy	28
n. Restriction on the Promotion of Drug Legalization	28

o. Restriction on Purchase of Sterile Needles or Syringes	28
p. Salary and Bonus Limitations	28
16. Public Policy	28
a. Architectural Barriers.....	28
b. Drug-Free Workplace.....	29
c. Executive Orders.....	29
d. Flood Insurance.....	29
e. Hotel-Motel Fire Safety.....	30
f. Prohibition on Trafficking in Persons.....	30
g. Veterans’ Priority Provisions.....	31
17. Attachments	32
Attachment A: SF-424 Attachment B: SF-424A Attachment C: Budget Narrative Attachment D: Statement of Work.....	32

1. Order of Precedence

In the event of any inconsistency between the terms and conditions of this Notice of Award and other requirements, the following order of precedence shall apply:

- I. Workforce Innovation and Opportunity Act;
- II. other applicable Federal statutes;
- III. Department of Labor Appropriations Act, 2019, P.L. 115-245;
- IV. Implementing Regulations;
- V. Executive Orders;
- VI. OMB Circulars, including the Uniform Guidance at 2 CFR 200 and 2900;
- VII. Training and Employment Guidance Letter No. 2-15, *Operational Guidance for National Dislocated Worker Grants*;
- VIII. Training and Employment Guidance Letter No. 4-18, *National Dislocated Worker Grants to Address the Opioid Crisis*
- IX. other applicable DOL-ETA Directives; and,
- X. the terms and conditions of this award.

2. Notice of Award

The funds that are provided under this Notice of Award must be expended according to all applicable Federal statutes, regulations and policies, including those of the Workforce Innovation and Opportunity Act; the applicable approved State WIOA plan including approved modifications and amendments to the plan, and any waiver plan approved under WIOA Sec.

189(i)(3) or Workforce Flexibility (Workflex) plan approved under WIOA Sec. 190; the negotiated performance levels and policies established pursuant to the Secretary's authority under WIOA Section 116; and the applicable provisions in the appropriations act(s).

The funds shall be obligated and allocated via a Notice of Award (NOA) grant modification. These obligations and expenditures may not exceed the amount awarded by the NOA modification unless otherwise modified by the ETA.

3. Funding Opportunity Announcement

Training and Employment Guidance Letter (TEGL) WIOA No. 2-15 transmits the funding opportunity associated with this award. TEGL No. 2-15 and all applicable amendments are hereby incorporated into the Notice of Award. Award recipients are bound by the authorizations, restrictions, and requirements contained in the TEGL. Therefore, the expenditure of grant funds by the award recipient certifies that the recipient has read and will comply with all the parts that are contained in the NOA.

4. Administrative Law Judge Removal of Award (WIOA)

By drawing down funds, your organization as the award recipient agrees to the provisions of 20 CFR 683.820(b)(6), which states:

“Any organization selected and/or funded under WIOA title I, subtitle D, is subject to having its award removed if an ALJ decisions so orders. As part of this process, the Grant Officer will provide instructions on transition and closeout to both the newly selected grantee and to the grantee whose positions is affected or which is being removed.”

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. A **current** Federally approved Negotiated Indirect Cost Rate Agreement (NICRA) or current Federally approved Cost Allocation Plan (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 and 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.

- B. (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.

- ___ C. 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.

- ___ D. 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. Please see TEGL 2-16 for additional guidance at https://wdr.doleta.gov/directives/attach/TEGL/TEGL_2-16_acc.pdf

7. Approved Statement of Work

The award recipient's project narrative is considered the approved Statement of Work. It has been included as Attachment D. If there is any inconsistency between items specified in the project narrative and the program statute, appropriation, regulations, Executive Orders, Uniform Guidance, OMB Circulars, and DOL-ETA directives, the order of precedence will prevail.

8. Approved Budget

The award recipient's budget documents are attached in this Notice of Award. The documents are: 1) the SF-424, included as Attachment A; 2) the SF-424 A, included as Attachment B; and 3) the Budget Narrative, included as Attachment C. As the award recipient, your organization must confirm that all costs are allowable before creating any expenses. Pursuant to 2 CFR 2900.1, the approval of the budget as awarded does not constitute prior approval of those items specified in 2 CFR 200 or your grant award as requiring prior approval. The Grant Officer is the only official with the authority to provide such approval.

9. Return of Funds

Effective October 1st, 2017, the U.S. Department of Labor, Employment & Training Administration will no longer be accepting paper checks for any type of returned funds. All return of funds are to be submitted electronically through the Payment Management System (PMS) operated by the U.S. Department of Health and Human Resources via the same method as a drawdown.

If there are questions regarding the return of funds or your organization no longer has access to PMS, contact the U.S. Department of Labor/ETA Office of Financial Administration via email at: ETA-ARteam@dol.gov for further assistance.

10. Evaluation, Data, and Implementation

As the award recipient, your organization must cooperate during the implementation of a third-party evaluation. This means providing DOL or its authorized contractor with the appropriate data and access to program operating personnel and participants in a timely manner.

11. Resources and Information

Additional resources and information to assist you are located on the ETA website at <https://www.doleta.gov/grants/resources.cfm> and on the Grants Application and Management collection page located on WorkforceGPS.org at <https://grantsapplicationandmanagement.workforcegps.org/>. These sites contains information about the Uniform Guidance, grant terms and conditions, financial reporting, indirect costs, recipient training resources, and other relevant information.

12. Cost Limitation Restrictions

a. Administrative Costs

Administrative costs under this award follow the definition in the Workforce Innovation and Opportunity Act at 20 CFR 683.215. There is a 15 percent limitation on administrative costs for those direct recipients that are not also serving as the project operator. Unless a written justification is approved by the Grant Officer, administrative costs may not exceed this limit. Direct recipients of NDWG funds are limited to spending no more than 5 percent of each amount they are awarded on administrative costs. Sub-recipients are limited to spending no more than 10 percent of the amount of the allocation they receive from the direct recipient on administrative costs. Compliance with the administrative costs limit is monitored throughout the grant period. Any amounts exceeding this limitation at closeout will be disallowed and subject to debt collection. For those direct recipients who are also serving as the project operator, the administrative costs limit is 10 percent of the allocation.

b. Supportive Services

Grantees must not spend more than 20 percent of their DWG award on supportive services for participants. However, grantees may submit a modification request to the Grant Officer seeking pre-approval to spend more than 20 percent of their award on supportive services. The Grant Officer will only approve these requests where the grantee demonstrates: (i) additional supportive services spending is necessary to effectively carry out the employment and training goals of the opioid-crisis Disaster Recovery DWG; (ii) the additional supportive services spending will not be so great that it impedes the availability and effectiveness of employment and training activities provided under the grant; and (iii) this additional spending follows the established local policy on providing supportive services.

c. In-patient Costs

Disaster Recovery DWG funds may not be used to pay the costs of in-patient drug treatment and rehabilitation programs.

d. Budget Flexibility

Federal recipients are not permitted to make transfers that would cause any funds to be used for purposes other than those consistent with this Federal program. Any budget changes that impact the Statement of Work and agreed upon outcomes or deliverables require a request for modification and prior approval from the Grant Officer.

As directed in 2 CFR 200.308(e), for programs where the Federal share is over the simplified acquisition threshold (currently \$150,000), the transfer of funds among direct cost categories or programs, functions and activities is restricted such that if the cumulative amount of such transfers exceeds or is expected to exceed 10 percent of the total budget as last approved by the Federal awarding agency, the recipient must receive prior approval from the Grant Officer. Any changes within a specific cost category on the SF424(a) do not require a grant modification unless the change results in a cumulative transfer among direct cost categories exceeding 10% of total budget as noted above. It is recommended that your assigned FPO review any within-

line changes to your budget prior to implementation to ensure they do not require a modification. For programs where the Federal share is below the simplified acquisition threshold, recipients are not required to obtain the Grant Officer’s approval when transferring funds among direct cost categories. This includes transferring direct costs to the indirect cost category contained on the SF424 (a).

e. Consultants

For the purposes of this award, the ETA Grant Officer has determined that fees paid to a consultant who provides services under a program shall be limited to \$710 per day (representing an eight hour work day). Any fees paid in excess of this amount cannot be paid without prior approval from the Grant Officer.

f. Travel

This award waives the prior approval requirement for domestic travel as contained in 2 CFR 200.474. For domestic travel to be an allowable cost, it must be necessary, reasonable, allocable and conform to the non-Federal entities written policies and procedures. All travel must also comply with Fly America Act (49 USC 40118), which states in part that any air transportation, regardless of price, must be performed by, or under a code-sharing arrangement with, a US Flag air carrier if service provided by such carrier is available.

g. Travel – Foreign

Foreign travel is not allowable except with prior written approval. Prior written approval must be obtained from the Grant Officer through the process described in 2 CFR 200.407 and 2 CFR 2900.16. All travel, both domestic and Grant Officer-approved foreign travel, must comply with the Fly America Act (49 USC 40118), which states in part that any air transportation, regardless of price, must be performed by, or under a code-sharing arrangement with, a US Flag air carrier if service provided by such carrier is available.

h. Travel – Mileage Reimbursement Rates

Pursuant to 2 CFR 200.474(a), all award recipients must have policies and procedures in place related to travel costs; however, for reimbursement on a mileage basis, this Federal award cannot be charged more than the maximum allowable mileage reimbursement rates for Federal employees. The 2018 mileage reimbursement rates are:

Modes of Transportation	Effective/Applicability Date	Rate per mile
Privately owned automobile	January 1, 2018	\$0.545
Privately owned motorcycle	January 1, 2018	\$0.515

Mileage rates must be checked annually at www.gsa.gov/mileage to ensure compliance.

i. WIOA Infrastructure

WIOA sec. 121(b)(1)(B) and 20 CFR 678.400 require the following programs to be One-Stop partners: A. WIOA title I programs: Adult, Dislocated Worker, and Youth formula programs; Job Corps; YouthBuild; Native American programs; National Farmworker Jobs Program (NFJP); B. Wagner-Peyser Act Employment Service (ES) program authorized under the Wagner-Peyser Act

(29 U.S.C. 49 et seq.), as amended by WIOA title III; C. Senior Community Service Employment Program (SCSEP) authorized under title V of the Older Americans Act of 1965; D. Trade Adjustment Assistance (TAA) activities authorized under chapter 2 of title II of the Trade Act of 1974; E. Unemployment Compensation (UC) programs; F. Jobs for Veterans State Grants (JVSG) programs authorized under chapter 41 of title 38, U.S.C.; and G. Reentry Employment Opportunities (REO) programs (formerly known as Reintegration of Ex-Offenders Program (REXO) authorized under sec. 212 of the Second Chance Act of 2007 (42 U.S.C. 17532) and WIOA sec. 169.

With the exception of Native American programs established under WIOA sec. 166, all One-Stop partner programs including all programs that are funded under title I of WIOA are required to contribute to the infrastructure costs and certain additional costs of the One-Stop delivery system in proportion to their use and relative benefits received as required in 20 CFR 678.700 and 678.760. While Native American programs are not required to contribute to infrastructure costs per WIOA 121(h)(2)(D)(iv), they are strongly encouraged to contribute as stated in TEGL 17-16. The sharing and allocation of infrastructure costs between One-Stop partners is governed by WIOA sec. 121(h), WIOA's implementing regulations, and the Federal Cost Principles contained in the Uniform Guidance at 2 CFR part 200 and DOL's exceptions at 2 CFR part 2900. The Federal Cost Principles state that a partner's contribution is an allowable, reasonable, necessary, and allocable cost to the program and is consistent with other legal requirements.

13. Administrative Requirements

a. Assurances and Certifications

The signed SF-424, Application for Federal Assistance, has been included as an attachment to this grant. The individual that signed the SF-424 on behalf of the applicant is considered the Authorized Representative of the applicant. As stated in block 21 of the SF-424 form, the signature of the Authorized Representative on the SF-424 certifies that the organization is in compliance with the Assurances and Certifications form SF-424B (available at <http://apply07.grants.gov/apply/forms/sample/SF424B-V1.1.pdf>). You do not need to submit the SF-424B form separately.

b. Audits

Organization-wide or program-specific audits shall be performed in accordance with Subpart F, the Audit Requirements of the Uniform Guidance which apply to audits for fiscal years beginning on or after December 26, 2014. DOL awards recipients including for-profit and foreign entities that expend \$750,000 or more in a year from any Federal awards must have an audit conducted for that year in accordance with the requirements contained in 2 CFR 200.501. OMB's approved exception at 2 CFR 2900.2 expands the definition of 'non-Federal entity' to include for-profit entities and foreign entities. For-profit and foreign entities that are recipients or subrecipients of a DOL award must adhere to the Uniform Guidance at 2 CFR 200.

c. Closeout/Final Year Requirements

At the end of the grant period, the award recipient will be required to close the grant with the ETA. As the award recipient, your organization will be notified approximately 15 days prior to the end of the period of performance that the closeout process will begin once the grant ends. The information concerning the recipient's responsibilities at closeout may be found at 2 CFR

200.343. During the closeout process, the grantee must be able to provide documentation for all direct and indirect costs that are incurred. For instance, if an organization is claiming indirect costs, the documentation that is required is a Negotiated Indirect Cost Rate Agreement or Cost Allocation Plan issued by the grantee's Federal cognizant agency. Documentation for those approved to utilize a de minimis rate for indirect costs is demonstrated through the grant agreement. Not having documentation for direct or indirect costs will result in costs being disallowed and subject to debt collection. The only liquidation that can occur during closeout is the liquidation of accrued expenditures (NOT obligations) for goods and/or services received during the grant period (2 CFR 2900.15).

d. Creative Commons Attributions License

As required at 2 CFR 2900.13, any intellectual property developed under a competitive award process must be licensed under a Creative Commons Attribution 4.0 (CC BY) license, which allows subsequent users to copy, distribute, transmit and adapt the copyrighted work and attribute the work in the manner specified by the recipient. For general information on CC BY, please visit <http://creativecommons.org/licenses/by/4.0>. The Instructions for marking your work with CC BY can be found at http://wiki.creativecommons.org/Marking_your_work_with_a_CC_license.

e. Equipment

Award Recipients must receive **prior approval** from the Grant Officer to purchase any equipment as defined in the Uniform Guidance at 2 CFR 200.33. Equipment purchases must be made in accordance with 2 CFR 200.313 or 2 CFR 200.439.

Being awarded this grant **does not** automatically means you are approved for the equipment specified in a recipient's budget or statement of work unless it is specifically approved by the Grant Officer. If not specified above, the recipient must submit a detailed list describing the purchase to the FPO for review within 90 days of the Notice of Award date. We strongly encourage recipients to submit requests for equipment purchase as early as possible in the grant's period of performance with as many planned pieces of equipment as possible.

Recipients may not purchase equipment in the last funded year of performance which is defined as full program service delivery (not follow up activities), but yet may not be the same as the last twelve months of the period of performance. If any approved acquisition has not occurred prior to the last funded year of performance, approval for that item(s) is rescinded.

f. Federal Funding Accountability and Transparency Act (FFATA)

1. Reporting of first-tier subawards.

- I. *Applicability.* Unless your organization is exempt as provided in paragraph [4.] 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 [5.] of this award term).
- II. *Where and when to report.*
 - I. You must report each obligating action described in paragraph [1.i.] of this award term to <https://www.fsr.gov>.
 - II. For subaward information, you must 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.)

- III. *What to report.* You must report the information about each obligating action that the submission instructions posted at <https://www.fsrs.gov> specify.
2. Reporting Total Compensation of Recipient Executives.
 - I. *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 on 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 <https://www.sec.gov/answers/execomp.htm>.)
 - II. *Where and when to report.* You must report executive total compensation described in paragraph [2.a.] of this award term:
 - a. As part of your registration profile at <http://www.sam.gov>.
 - b. By the end of the month following the month in which this award is made, and annually thereafter.
 3. Reporting of Total Compensation of Subrecipient Executives.
 - I. *Applicability and what to report.* Unless you are exempt as provided in paragraph [4.] 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 on 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 <https://www.sec.gov/answers/execomp.htm>.)

- II. *Where and when to report.* You must report subrecipient executive total compensation described in paragraph [3.a] 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.

4. 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:

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

5. Definitions.

For purposes of this award term:

- a. *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.
- b. *Executive* means officers, managing partners, or any other employees in management positions.
- c. *Subaward*:
 - I. This term is used as 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 [2 CFR 200.330]).
 - III. A subaward may be provided through any legal agreement, including an agreement that you or a subrecipient considers a contract.
- d. *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.
- e. *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.* 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.

g. 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 recipient, subrecipient 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. Federal funds may not be used 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, although they may be used to pay costs for obtaining a copy which is limited to the developer/seller costs of copying and shipping. If revenues are generated by selling products developed with grant funds, including intellectual property, these revenues are considered as program income. Therefore, program income must be used in accordance with the provisions of this grant award and 2 CFR 200.307.

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 recipient 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.”

h. Personally Identifiable Information

Award recipients must recognize and safeguard personally identifiable information (PII) except where disclosure is allowed by prior written approval of the Grant Officer or by court order. Award recipients must meet the requirements in Training and Employment Guidance letter (TEGL) 39-11, Guidance on the Handling and Protection of Personally Identifiable Information (PII), found at http://wdr.doleta.gov/directives/corr_doc.cfm?DOCN=7872.

i. Pre-Award

All costs incurred by the award recipient prior to the start date specified in the award issued by the Department are ***incurred at the recipient's own expense.***

j. Procurement

The Uniform Guidance (2 CFR 200.317) require States (as defined at 2 CFR 200.90) to follow the same procurement policies and procedures it uses for non-Federal funds. The state will comply with 200.322 Procurement of recovered *materials* and ensure that every purchase orders or other contract includes any clauses required by section 200.326 Contract provisions. Award recipients must also follow the requirements regarding the competitive award of One-Stop Operators in the Workforce Innovation and Opportunity Act at WIOA Sec. 121(d) and sec. 123.

k. Program Income

The "Addition" method as described in 2 CFR 200.307 must be used in allocating any program income generated for this grant award. Award recipients must expend all program income prior to drawing down additional funds as required at 2 CFR 200.305(b) (5) and 2 CFR 200.307(e). Any program income found remaining at the end of period of performance must be returned to the ETA. In addition, recipients must report program income on the quarterly financial report using ETA-9130 form.

l. Publicity

No funds provided under this grant shall be used for publicity or propaganda purposes, for the preparation, distribution or use of any kit, pamphlet, booklet, publication, radio, television or film presentation designed to support or defeat legislation pending before the Congress or any state or local legislature or legislative body, except in presentation to the Congress or any state or local legislature itself, or designed to support or defeat any proposed or pending regulation, administrative action, or order issued by the executive branch of any state or local government, except in presentation to the executive branch of any state or local government itself. Nor shall grant funds be used to pay the salary or expenses of any recipient or agent acting for such recipient, related to any activity designed to influence the enactment of legislation, appropriations, regulation, administrative action, or Executive Order proposed or pending before the Congress, or any state government, state legislature, or local legislative body other than for normal and recognized executive-legislative relationships or participation by an agency or officer of a state, local, or tribal government in policymaking and administrative processes within the executive branch of that government.

m. Recipient Integrity and Performance Matters

1. If the total value of your currently active grants, cooperative agreements, and procurement contracts from all Federal awarding agencies exceeds \$10,000,000 for any period of time during the period of performance of this Federal award, then you as the award recipient during that period of time must maintain the currency of information reported to the System for Award Management (SAM) that is made available in the designated integrity and performance system (currently the Federal Awardee Performance and Integrity Information

System (FAPIS)) about civil, criminal, or administrative proceedings described in paragraph 2 of this award term and condition. This is a statutory requirement under section 872 of Public Law 110-417, as amended (41 U.S.C. 2313). As required by section 3010 of Public Law 111-212, all information posted in the designated integrity and performance system on or after April 15, 2011, except past performance reviews required for Federal procurement contracts, will be publicly available.

2. Proceedings about which you must report. Submit the information required about each proceeding that:
 - a. Is in connection with the award or performance of a grant, cooperative agreement, or procurement contract from either the Federal Government;
 - b. Reached its final disposition during the most recent 5-year period; and
 - c. Is one of the following:
 - I. A criminal proceeding that resulted in a conviction, as defined in paragraph 5. of this award term
 - II. A civil proceeding that resulted in a finding of fault and liability and paying a monetary fine, penalty, reimbursement, restitution, or damages of \$5,000 or more;
 - III. An administrative proceeding, as defined in paragraph 5. of this award term, that resulted in a finding of fault and liability and your payment of either monetary fine or penalty of \$5,000 or more or a reimbursement, restitution, or damages in excess of \$100,000; or
 - IV. Any other criminal, civil, or administrative proceeding if:
 - (A) It could have led to an outcome described in paragraph 2.c.I, II, or III of this award term;
 - (B) It had a different disposition arrived at by consent or compromise with an acknowledgment of fault on your part; and
 - (C) The requirement in this award term to disclose information about the proceeding does not conflict with applicable laws and regulations.
3. Reporting procedures. Enter in SAM Entity Management area (formerly CCR), or any successor system, the FAPIS information that SAM requires about each proceeding described in paragraph 2. of this award term. You do not need to submit the information a second time under assistance awards that you received if you already provided the information through SAM (formerly CCR) because you were required to do so under Federal procurement contracts that you were awarded.
4. Reporting frequency. During any period of time when you are subject to the requirement in paragraph 1. of this award term, you must report FAPIS information through SAM no less frequently than semiannually following your initial report of any proceedings for the most recent 5-year period, either to report new information about any proceeding(s) that you have not reported previously or affirm that there is no new information to report.
5. Definitions. For purposes of this award term:
 - a. Administrative proceeding means a non-judicial process that is adjudicatory in nature in order to make a determination of fault or liability (e.g., Securities and Exchange Commission Administrative proceedings, Civilian Board of Contract Appeals proceedings, and Armed Services Board of Contract Appeals proceedings). This includes proceedings at the Federal and State level. It does not include audits, site visits, corrective plans, or

inspection of deliverables.

- b. Conviction, for purposes of this award term, means a judgment or conviction of a criminal offense by any court of competent jurisdiction, whether entered upon a verdict or a plea, and includes a conviction entered upon a plea of nolo contendere.
- c. Total value of currently active grants, cooperative agreements, and procurement contracts includes —
 - I. Only the Federal share of the funding under any award with a recipient cost share or match; and
 - II. The value of all options, even if not yet exercised.

n. Reports

All ETA recipients are required to submit quarterly financial and narrative progress reports for each grant award, no later than 45 days after the end of each calendar year quarter:

1. Quarterly Financial Reports.

All ETA recipients are required to report quarterly financial data on the ETA-9130 Form. ETA-9130 reports are due no later than 45 calendar days after the end of each specified reporting quarter. Reporting quarter end dates are March 31, June 30, September 30, and December 31. A final financial report must be submitted no later than 90 calendar days after the grant period of performance ends. A closeout report will be submitted during the closeout process. For additional guidance on ETA's financial reporting, reference Training and Employment Guidance Letter (TEGL) 02-16 and https://www.doleta.gov/grants/pdf/ETA-9130_Financial_Reporting_Resources.pdf

The instructions for accessing both the on-line financial reporting system and the HHS Payment Management System can be found in the transmittal memo accompanying this Notice of Award.

2. Quarterly Performance Reports.

A. Participant Individual Record Layout (PIRL) – Recipients must report the characteristics, services received, and outcomes of participants served with WIOA funds. Performance accountability for DWG generally aligns with WIOA title I programs and WIOA sec. 116(b)(2)(A). The quarterly PIRL submission is the means for calculating individual participant performance outcomes as well as performance for the DWG program. The DOL-only PIRL (ETA 9172) was approved on June 30, 2016 (OMB Control No. 1205-0521). DWG grantees must submit an individual record file quarterly on all participants and exiters. The individual record layout may be found at the following web site: https://doleta.gov/performance/pfdocs/ETA-9172_DOL%20PIRL_FINAL_V25_062816.pdf

B. Workforce Integrated Performance System (WIPS) – Information on how to report are available on the WIPS Resource Page: <https://doleta.gov/performance/wips/>. All relevant data elements on the individual record layout must be completed. Note that in order to ensure that each DWG participant is appropriately recorded and tracked to a DWG project, the project's grant number must be captured in PIRL element 2003 "DWG Grant

Number.” *NHE PIRL Special Instructions*

In order to ensure that each participant is appropriately recorded and tracked, the ETA-assigned grant number must be captured in PIRL data element 105. The full grant number may contain 13 or 14 alpha-numeric characters. The required entry for PIRL data element 105 is the first seven alphanumeric digits of the grant number (without dashes). The ETA assigned grant number may be found in the grant award documentation.

- C. WIOA Joint Narrative Template – Quarterly project narrative reports are required using the WIOA Joint Narrative template (OMB Control No. 1205-0448). This report is an opportunity for grantees to share information on project success stories, upcoming grant activities, and promising approaches and processes. The final quarterly report must summarize the successes and/or challenges in delivering services to the target population, as well as address the topics of sustainability, replicability, and lessons learned.

3. Project Implementation Plan.

- A. Recipients must adhere to the Project Implementation Plan submission requirements of their respective regional office.

o. Requirements for Conference and Conference Space

Conferences sponsored in whole or in part by the award recipient are allowable if the conference is necessary and reasonable for the successful performance of the Federal Award. Recipients are urged to use discretion and good judgment to ensure that all conference costs charged to the grant are appropriate and allowable. For more information on the requirements and the allowability of costs associated with conferences, refer to 2 CFR 200.432. Recipients will be held accountable to the requirements in 2 CFR 200.432. Therefore, costs that do not comply with 2 CFR 200.432 will be questioned and may be disallowed.

p. Subawards

A *subaward* means an award provided by a pass-through entity to a subrecipient for the subrecipient to carry out part of a Federal award received by the pass-through entity. It does not include payments to a contractor or payments to an individual that is a beneficiary of a Federal program. A subaward may be provided through any form of legal agreement, including an agreement that the pass-through entity considers a contract. The provisions of the Terms and Conditions of this award will be applied to any subrecipient under this award. The recipient is responsible for monitoring the subrecipient, ensuring that the Terms and Conditions are in all subaward packages and that the subrecipient comply with all applicable regulations and the terms and conditions of this award (2 CFR 200.101(b)(1)).

q. Supportive Services & Participant Support Costs

When supportive services are expressly authorized by a program statute, regulation, or FOA, this award waives the prior approval requirement for participant support costs as described in 2 CFR 200.456. Costs must still meet the basic considerations at 2 CFR 200.402 – 200.411. Questions regarding supportive services and participant support costs should be directed to the FPO who is assigned to the grant.

r. System for Award Management

1. Requirement for System of Award Management (SAM)

Unless you are exempt from this requirement under 2 CFR 25.110, you as the award recipient must maintain the currency of your information in the SAM 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.

2. Requirement for unique entity identifier

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

- i. Must notify potential subrecipients that no entity (see definition in paragraph [3] of this award term) may receive a subaward from you unless the entity has provided its unique entity identifier to you.
- ii. May not make a subaward to an entity unless the entity has provided its unique entity identifier to you.

3. Definitions

For purposes of this award term:

- i. System of Award Management (SAM) is the Federal repository where award recipients register to do business with the U.S. government. Additional information about registration procedures may be found at the SAM Internet site (currently at <http://www.sam.gov>).
- ii. Unique entity identifier means the code that is unique to a registered entity in order to complete its registration on SAM. \iii. 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.
- iii. 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 2 CFR 200.330).
 - c. A subaward may be provided through any legal agreement, including an agreement that you consider a contract.
- v. 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.

s. Vendor/Contractor

The term “contractor”, sometimes referred to as a vendor, is a dealer, distributor, merchant or other seller providing goods or services that are required to implement a Federal program. (2 CFR 200.23) These goods or services may be for an organization's own use or for the use of the beneficiaries of the Federal program. Additional guidance on distinguishing between a subrecipient and a contractor (vendor) is provided in 2 CFR 200.330. When procuring contractors for goods and services, DOL ETA recipients and subrecipients must follow the procurement requirements 2 CFR 200.319, which calls for free and open competition.

14. Program Requirements

[Training and Employment Guidance Letter \(TEGL\) WIOA No. 2-15](#) contains the program requirements for this award.

1. Coordination with Federal Agencies

Federal Emergency Management Agency (FEMA) - In accordance with WIOA Section 170 (d)(1)(A), funds made available for Disaster NDWGs “shall be used in coordination with the Federal Emergency Management Agency, as applicable,” in order to ensure non-duplication and maintenance of effort. Recipients of NDWG funding must coordinate the activities funded under this grant with those funded by and/or performed under the auspices of FEMA if FEMA has issued an appropriate declaration.

Other Federal Agencies –If another federal agency (outside of FEMA) with authority or jurisdiction over the federal response declares or otherwise recognizes an emergency or disaster that meets the definition at WIOA 170(A)(1)(B), NDWG funds made available for that disaster must be used in coordination with that agency, as applicable in order to ensure non-duplication and maintenance of effort.

The grantee must have in place a plan to recover WIOA funds which have been expended for activities or services for which other funds are available. This includes, but is not limited to: FEMA, other federal agencies, public or private insurance, donated time and construction workers employed by private for profit firms where resources are available to provide for such employment.

If additional areas are declared eligible for assistance by FEMA or another Federal agency as allowable under WIOA, you may immediately begin to provide services under this grant in those counties. However, the direct recipient must notify its Federal Project Officer in writing of the inclusion of any additional areas that have been appropriately approved by the federal agencies, and include such locations in the full application. For more information on the full application, please see the Condition of Award page included in this grant package.

2. Eligibility

Self-certification – The participant file must document participants’ eligibility. Because of the circumstances surrounding the disaster, documentation of eligibility may be difficult to obtain during the initial stages. The Department is prepared to accept an individual's signed certification that they meet the eligibility criteria. The Grantee should have a system in place to verify eligibility for individuals once better data are available. If the Grantee has such a system in place, and if a participant is later found

to be ineligible, the costs incurred prior to the discovery of ineligibility will not be disallowed.

Limitations on Duration of Participation -- Temporary jobs created under this grant shall be in public or private non-profit agencies. No individual shall be employed in Disaster Relief Employment for more than 12 months related to recovery from a single emergency or disaster, pursuant to WIOA Sec. 170(d)(3)(A). The Department will consider requests from a State to extend employment related to the recovery from this disaster involving the State, for up to an additional 12 months in accordance with WIOA Sec. 170(d)(3)(B).

3. Participant Compensation

Rate of Pay – In accordance with WIOA Section 181(a)(1)(A), generally, participants shall be compensated at the same rates, including periodic increases, as employees who are similarly situated in similar occupations by the same employer and who have similar training, experience, and skills, and such rates shall be in accordance with applicable law, but in no event less than the higher of the rate specified in section 6(a)(1) of the Fair Labor Standards Act of 1938 (29 U.S.C. 206(a)(1)) or the applicable State or local minimum wage law.

Overtime - Participants may work overtime (subject to regulations of the Fair Labor Standards Act with respect to level of compensation), provided that this is part of the design of the project and regular employees of the employer in question are also working overtime, subject to the limit on duration of participation for workers under this project.

4. Employment Conditions

Benefits and Working Conditions - All participants shall be provided benefits and working conditions at the same level and to the same extent as other employees working a similar length of time and doing the same type of work (WIOA Sec. 181(b)(5)). (Please see item 10f, Restrictions on Health Coverage). If the employer has different policies for temporary employees than for full-time employees, these policies may apply to these participants since the jobs under this grant are classified as temporary.

Health and Safety Standards - Health and safety standards established under Federal and State law otherwise applicable to working conditions of employees shall be equally applicable to working conditions of participants engaged in specified activities. To the extent that a State workers' compensation law applies, workers' compensation shall be provided to participants on the same basis as the compensation is provided to other individuals in the State in similar employment (WIOA 181(b)(4)). Where a participant is not covered under a state workers' compensation law, the participant shall be provided with adequate on-site medical and accident insurance for work-related activities.

Safety Training - In order to ensure compliance with the Occupational Safety and Health Act of 1970 and to assure safe working conditions for all temporary job

participants, the Grantee must ensure that temporary job participants receive appropriate safety training. For more information, contact your servicing Occupational Safety and Health Administration (OSHA) field office. A listing of OSHA field offices is available at: <http://www.osha.gov/html/RAmap.html>.

5. Work on Private Property

Work on private property is limited to the following two circumstances:

- a. Clean-up activities on private property may be performed by NDWG Disaster participants if workers from units of general local government are also (a) authorized to conduct such work and (b) are performing such work.
- b. As determined by the extenuating circumstances of the disaster for which Title I funds are being provided, repair and restoration activities are authorized on the private property of economically disadvantaged individuals, under the following specific conditions. In order to be authorized, all of the following conditions must be met:
 - i. Work can only be performed on the homes of economically disadvantaged individuals who are eligible for the federally-funded Weatherization program; and
 - ii. Work may be performed on private land or homes of such individuals if the non- WIOA employees of the employing unit or state or local government workers are authorized to do the same work and are in fact engaged in performing the work using non-WIOA funds; and
 - iii. Work on private land or buildings is performed to remove health and safety hazards to the larger community; and
 - iv. The work is limited to returning a home to a safe and habitable level-- not to make home improvements; and
 - v. Priority is given for service to the elderly and individuals with disabilities; and
 - vi. WIOA funds cannot be used for the cost of materials to do repairs; and
 - vii. Work must be disaster-related and not related to general home improvements authorized under the Federal Weatherization program; and
 - viii. Work is coordinated with or supervised by the local agency responsible for the Federal Weatherization program.

6. Fish and Wildlife Service (FWS)

In order to ensure compliance with the National Environmental Policy Act (NEPA) and the Endangered Species Act (ESA) and to protect valuable habitats and endangered species, all disaster projects where participants will be entering or impacting natural areas must ensure that activities are not negatively affecting endangered species or their habitats. NEPA and ESA require NDWG projects to either affirm to FWS that there are no endangered species or habitats within the project area, or to consult with FWS to mitigate negative impacts where there are endangered species or protected habitats before beginning any work in those areas. For more information, contact a local FWS field office (www.fws.gov/offices/).

7. Notice about Disability and Medical Information Protections for Opioid-Crisis Disaster Recovery DWG Participants.

ETA intends opioid-crisis Disaster Recovery DWGs to help reintegrate individuals with a history of opioid use into the workforce. Accordingly, grant recipients should be aware of requirements pertaining to the gathering and confidentiality of medical information and their obligations under Department civil rights regulations pertaining to protections for individuals with disabilities.

a. Inquiring about how an individual has been impacted by the opioid crisis

Grantees may only ask the following question to determine that an applicant or eligible participant has been impacted by the opioid crisis: Your answer to this question is voluntary. Do you, a friend, or any member of your family have a history of opioid use? Please answer “Yes” or “No.”

b. Confidentiality of medical information

Under applicable law, grant recipients must maintain the confidentiality of medical information obtained about an individual. Medical information must be kept confidential even if the individual volunteers the medical information without being asked. Information regarding an individual’s disability is included in information that must be kept confidential, but any medical information obtained must be kept confidential (whether or not the individual has a disability).

Example 1: An applicant may disclose that she previously has taken opioids legally with a prescription from her doctor (which is medical information, but may or may not be disability-related). The grant recipient must keep that information in a separate file and limit which staff have access to that information, under 29 C.F.R. 38.41(b)(3) (which explains how to keep such information separately and who may have access to it).

Example 2: An individual may self-disclose that he has diabetes (which is both medical information and disability-related information). The grant recipient must keep that information in a separate file and limit which staff have access to that information, under 29 C.F.R. 38.41(b)(3) (which explains how to keep such information separately and who may have access to it).

c. Drug use and protections for individuals with disabilities

When making program decisions about individuals, grant recipients should remember that disability is among the statuses protected from discrimination for participants in and applicants for programs supported by opioid-crisis Disaster Recovery DWGs. Services provided under these grants must comply with 29 C.F.R. 38.5, which sets out antidiscrimination protections for WIOA title I programs. For example, grant recipients will have to make reasonable accommodations for individuals with disabilities,

according to 29 C.F.R. 38.14, and they cannot treat a participant or applicant for services less favorably on the basis of the individual’s disability, according to 29 C.F.R. 38.12.

Due to the nature of these DWGs, some participants or applicants for participation will be individuals with disabilities based on their drug history and some will not. Disability status, and how it may affect the provision of services under a WIOA grant, is a case-by-case determination, and given the many causes and complicating factors surrounding the opioid crisis, the circumstances of an individual’s history with opioids could differ significantly.

Disability status for drug addiction usually depends on whether the individual is currently engaging in the illegal use of drugs, including the illegal use of some prescription drugs. A recovering addict not currently using drugs illegally may be legally protected as an individual with a disability. The question of “current use” of illegal drugs is made on a case-by-case basis. “Current” means that the illegal drug use occurred “recently enough” to justify the grant recipient’s reasonable belief that drug use is an ongoing problem. Grant recipients may treat an individual less favorably because of current illegal use of drugs but may not make adverse decisions on the basis of an individual’s disability (even if he or she is currently engaged in the illegal use of drugs).

A potential or enrolled participant in a Disaster Recovery DWG also may have another disability—separate from his or her drug history—that entitles him or her to legal protections.

Example 1: A grant recipient discovers that a blind participant who uses a service dog is currently engaging in the illegal use of opioids. The grant recipient may terminate the individual’s participation in the program because of the current illegal use of drugs, but the grant recipient may not prohibit the individual from using his service dog because he is illegally using drugs.

Example 2: An individual is a recovering addict who is addicted to (but not currently using) opioids. The grant recipient must reasonably accommodate this disability by, for example, changing the program activity schedule to allow the participant to attend a Narcotics Anonymous meeting during the program day. However, if the grant recipient discovers that the individual has resumed using illegal drugs, the grant recipient may terminate the individual’s participation on the basis of that current illegal drug use.

15. Fiscal Year 2018 Federal Appropriations Requirements

a. Buy American Notice

Pursuant to P.L. 115-141, Division E, Title VI, Section 606 and 607, by drawing down funds, the recipient agrees to comply with sections 8301 through 8303 of title 41, United States Code (commonly known as the “Buy American Act”). Additionally, no funds may be made available to

any person or entity that has been convicted of violating the Buy American Act.

For the purposes of this award, the Buy American Act requires the recipient to use, with limited exceptions, only 1) unmanufactured items that have been mined or produced in the United States; and 2) manufactured items that have been manufactured in the United States substantially all from articles, materials, or supplies that were mined, produced, or manufactured in the United States.

These exceptions do not apply to 1) items for use outside of the United States, 2) items that are not mined, produced, or manufactured in the United States in sufficient and reasonably available commercial quantities and are not of a satisfactory quality; and 3) manufactured items procured under any contract with an award value that is less than the micro-purchase threshold (currently \$3,500). In order to claim an exception under options 1 or 2, the recipient must get prior approval from the Grant Officer. Prior approval is not needed for purchases under the micro-purchase threshold.

b. Fair Labor Standards Act Amendment for Major Disasters

Pursuant to P.L. 115-141, Division H, Title I, Section 109, additional language will be applied to the Fair Labor Standards Act of 1938 in the “Maximum Hours Worked” section. This language specifically relates to occurrences of a major disaster (as designated by the State or Federal government) and are applied for a period of two years afterwards. The language is as follows:

“(s)(1) The provisions of this section [maximum hours worked] shall not apply for a period of 2 years after the occurrence of a major disaster to any employee—

“(A) employed to adjust or evaluate claims resulting from or relating to such major disaster, by an employer not engaged, directly or through an affiliate, in underwriting, selling, or marketing property, casualty, or liability insurance policies or contracts;

“(B) who receives from such employer on average weekly compensation of not less than \$591.00 per week or any minimum weekly amount established by the Secretary, whichever is greater, for the number of weeks such employee is engaged in any of the activities described in subparagraph (C); and “(C) whose duties include any of the following:

“(i) interviewing insured individuals, individuals who suffered injuries or other damages or losses arising from or relating to a disaster, witnesses, or physicians; “(ii) inspecting property damage or reviewing factual information to prepare damage estimates;

“(iii) evaluating and making recommendations regarding coverage or compensability of claims or determining liability or value aspects of claims;

“(iv) negotiating settlements; or

“(v) making recommendations regarding litigation.

“(2) The exemption in this subsection shall not affect the exemption provided by section 13(a)(1).

“(3) For purposes of this subsection—

“(A) the term ‘major disaster’ means any disaster or catastrophe declared or designated by any State or Federal agency or department;

“(B) the term ‘employee employed to adjust or evaluate claims resulting from or relating to such major disaster’ means an individual who timely secured or secures a license required by applicable law to engage in and perform the activities described in clauses (i) through (v) of paragraph (1)(C) relating to a major disaster, and is employed by an employer that maintains worker compensation insurance coverage or protection

for its employees, if required by applicable law, and withholds applicable Federal, State, and local income and payroll taxes from the wages, salaries and any benefits of such employees; and

“(C) the term ‘affiliate’ means a company that, by reason of ownership or control of 25 percent or more of the outstanding shares of any class of voting securities of one or more companies, directly or indirectly, controls, is controlled by, or is under common control with, another company.”.

c. Health Benefits Coverage for Contraceptives

Pursuant to P.L. 115-141, Division E, Title VII, Section 726, Federal funds may not be used to enter into or renew a contract which includes a provision for drug coverage unless the contract includes a provision for contraceptive coverage. Exemptions to this requirement apply to contracts with 1) the religious plans of Personal Care’s HMO and OSF HealthPlans, Inc. and 2) any existing or future plan if the carrier for the plan objects to such coverage on the basis of religious beliefs.

In implementing this section, any plan that enters into or renews a contract may not subject any individual to discrimination on the basis that the individual refuses to prescribe or otherwise provide for contraceptives because such activities would be contrary to the individuals’ religious beliefs or moral convictions. Nothing in this term shall be construed to require coverage of abortion or abortion related services.

d. Privacy Act

Pursuant to P.L. 115-141, Division E, Title VII, Section 732, no funds can be used in contravention of the 5 USC 552a (Privacy Act) or regulations implementing of the Privacy Act.

e. Prohibition on Contracting with Corporations with Felony Criminal Convictions

Pursuant to P.L. 115-141, Division E, Title VII, Section 746, the recipient may not knowingly enter into a contract, memorandum of understanding, or cooperative agreement with, make a grant to, or provide a loan or loan guarantee to, any corporation that was convicted of a felony criminal violation under any Federal law within the preceding 24 months.

f. Prohibition on Contracting with Corporations with Unpaid Tax Liabilities

Pursuant to P.L. 115-141, Division E, Title VII, Section 745, the recipient may not knowingly enter into a contract, memorandum of understanding, or cooperative agreement with, make a grant to, or provide a loan or loan guarantee to, any corporation that has any unpaid Federal tax liability that has been assessed, for which all judicial and administrative remedies have been exhausted or have lapsed, and that is not being paid in a timely manner pursuant to an agreement with the authority responsible for collecting the tax liability.

g. Prohibition on Procuring Goods Obtained Through Child Labor

Pursuant to P.L. 115-141, Division H, Title I, Section 103, no funds may be obligated or

expended for the procurement of goods mined, produced, manufactured, or harvested or services rendered, in whole or in part, by forced or indentured child labor in industries and host countries identified by the DOL prior to December 18, 2015. DOL has identified these goods and services here: <http://www.dol.gov/ilab/reports/child-labor/list-of-products/index-country.htm>.

h. Prohibition on Providing Federal Funds to ACORN

Pursuant to P.L. 115-141, Division H, Title V, Section 522, these funds may not be provided to the Association of Community Organizations for Reform Now (ACORN), or any of its affiliates, subsidiaries, allied organizations or successors.

i. Reporting of Waste, Fraud and Abuse

Pursuant to P.L. 115-141, Division E, Title VII, Section 743, no entity receiving federal funds may require employees or contractors of such entity seeking to report fraud, waste, or abuse to sign internal confidentiality agreements or statements prohibiting or otherwise restricting such employees or contractors from lawfully reporting such waste, fraud, or abuse to a designated investigative or law enforcement representative of a Federal department or agency authorized to receive such information.

j. Requirement for Blocking Pornography

Pursuant to P.L. 115-141, Division H, Title V, Section 521, no Federal funds may be used to maintain or establish a computer network unless such network blocks the viewing, downloading, and exchanging of pornography.

k. Requirement to Provide Certain Information in Public Communications

Pursuant to P.L. 115-141, Division H, Title V, Section 505, when issuing statements, press releases, requests for proposals, bid solicitations and other documents describing projects or programs funded in whole or in part with Federal money, all non-Federal entities receiving Federal funds shall clearly state:

1. The percentage of the total costs of the program or project which will be financed with Federal money;
2. The dollar amount of Federal funds for the project or program; and
3. The percentage and dollar amount of the total costs of the project or program that will be financed by non-governmental sources.

The requirements of this part are separate from those in the 2 CFR 200 and, when appropriate, both must be complied with.

l. Restriction on Health Benefits Coverage for Abortions

Pursuant to P.L. 115-141, Division H, Title V, Sections 506 and 507, Federal funds may not be expended for health benefits coverage that includes coverage of abortions, except when the abortion due to a pregnancy that is the result of rape or incest, or in the case where a woman suffers from a physical disorder, physical injury, including life-endangering physical conditions caused by or arising from the pregnancy itself that would, as certified by a physician, place the women in danger of death unless and abortion is performed. This restriction does not prohibit any non-Federal entity from providing health benefits coverage for abortions when all funds for

that specific benefit do not come from a Federal source. Additionally, no funds made available through this award may be provided to a State or local government if such government subjects any institutional or individual health care entity to discrimination on the basis that the health care entity does not provide, pay for, provide coverage of, or refer for abortions.

m. Restriction on Lobbying/Advocacy

Pursuant to P.L. 115-141, Division H, Title V, Section 503, no federal funds may be used by a grant recipient, other than for normal and recognized executive-legislative relationships, to engage in lobbying or advocacy activities related to the enactment of federal, state, or local legislation, regulation, appropriations, order, or other administrative action, except in presentation to Congress or a State or local legislature itself or for participation by an agency or officer of a State, local or tribal government in policymaking and administrative processes within the executive branch of that government.

n. Restriction on the Promotion of Drug Legalization

Pursuant to P.L. 115-141, Division H, Title V, Section 509, no Federal funds shall be used for any activity that promotes the legalization of any drug or other substance included in schedule I of the schedules of controlled substances established under section 202 of the Controlled Substances Act except for normal recognized executive-congressional communications or where the grant agreement provides for such use because there is significant medical evidence of a therapeutic advantage to the use of such drug or other substance.

o. Restriction on Purchase of Sterile Needles or Syringes

Pursuant to P.L. 115-141, Division H, Title V, Section 520, no Federal funds shall be used to purchase sterile needles or syringes for the hypodermic injection of any illegal drug.

p. Salary and Bonus Limitations

Pursuant to P.L. 115-141, Division H, Title I, Section 105 Recipients and subrecipients shall not use funds to pay the salary and bonuses of an individual, either as direct costs or as indirect costs, at a rate in excess of Executive Level II. The Executive Level II salary may change yearly and is located on the OPM.gov website (<http://www.opm.gov/policy-data-oversight/pay-leave/salaries-wages/2016/executive-senior-level>). The salary and bonus limitation does not apply to contractors (vendors) providing goods and services as defined in 2 CFR 200.330. 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 Training and Employment Guidance Letter No. 5-06 for further clarification, available at http://wdr.doleta.gov/directives/corr_doc.cfm?DOCN=2262

16. Public Policy

a. Architectural Barriers

The Architectural Barriers Act of 1968, 42 U.S.C. 4151 et seq., as amended, the Federal Property Management Regulations (see 41 CFR 102-76), and the Uniform Federal Accessibility Standards

issued by GSA (see 36 CFR 1191, Appendixes C and D) set forth requirements to make facilities accessible to, and usable by, the physically handicapped and include minimum design standards. All new facilities designed or constructed with grant support must comply with these requirements.

b. Drug-Free Workplace

The Drug-Free Workplace Act of 1988, 41 U.S.C. 702 *et seq.*, and 2 CFR 182 require that all organizations receiving grants from any Federal agency maintain a drug-free workplace. The award recipient must notify the awarding office if an employee of the recipient is convicted of violating a criminal drug statute. Failure to comply with these requirements may be cause for suspension or debarment.

c. Executive Orders

12928: Pursuant to Executive Order 12928, the recipient is strongly encouraged to provide subcontracting/subgranting opportunities to Historically Black Colleges and Universities and other Minority Institutions such as Hispanic-Serving Institutions and Tribal Colleges and Universities; and to Small Businesses Owned and Controlled by Socially and Economically Disadvantaged Individuals.

13043: Pursuant to Executive Order 13043, Increasing Seat Belt Use in the United States, dated April 16, 1997, recipients are encouraged to adopt and enforce on-the-job seat belt policies and programs for their employees when operating company-owned, rented, or personally owned vehicles.

13166: As clarified by Executive Order 13166, Improving Access to Services for Persons with Limited English Proficiency, dated August 11, 2000, and resulting agency guidance, national origin discrimination includes discrimination on the basis of limited English proficiency (LEP). To ensure compliance with Title VI, recipients must take reasonable steps to ensure that LEP persons have meaningful access to programs in accordance with DOL's Policy Guidance on the Prohibition of National Origin Discrimination as it Affects Persons with Limited English Proficiency [05/29/2003] Volume 68, Number 103, Page 32289-32305. Meaningful access may entail providing language assistance services, including oral and written translation, where necessary. Recipients are encouraged to consider the need for language services for LEP persons served or encountered both in developing budgets and in conducting programs and activities. For assistance and information regarding your LEP obligations, go to <http://www.lep.gov>.

13513: Pursuant to Executive Order 13513, Federal Leadership On Reducing Text Messaging While Driving, dated October 1, 2009, recipients and subrecipients are encouraged to adopt and enforce policies that ban text messaging while driving company-owned or -rented vehicles or GOV, or while driving POV when on official Government business or when performing any work for or on behalf of the Government. Recipients and subrecipients are also encouraged to conduct initiatives of the type described in section 3(a) of this order.

d. Flood Insurance

The Flood Disaster Protection Act of 1973, as amended, 42 U.S.C. 4001 *et seq.*, provides that no Federal financial assistance to acquire, modernize, or construct property may be provided in communities in the United States identified as flood-prone, unless the community participates in the National Flood Insurance Program and flood insurance is purchased within 1 year of the

identification. The flood insurance purchase requirement applies to both public and private applicants for the DOL support. Lists of flood-prone areas that are eligible for flood insurance are published in the Federal Register by FEMA.

e. Hotel-Motel Fire Safety

Pursuant to 15 U.S.C. 2225a, the recipient must ensure that all space for conferences, and, conventions or training seminars funded in whole or in part with federal funds complies with the protection and control guidelines of the Hotel and Motel Fire Safety Act (P.L. 101-391, as amended). Recipients may search the Hotel Motel National Master List at <https://apps.usfa.fema.gov/hotel/> to see if a property is in compliance, or to find other information about the Act.

f. Prohibition on Trafficking in Persons

1. Trafficking in persons.

a. Provisions applicable to a recipient that is a private entity.

I. You as the recipient, your employees, subrecipients under this award, and subrecipients' employees may not—

- (A). Engage in severe forms of trafficking in persons during the period of time that the award is in effect;
- (B). Procure a commercial sex act during the period of time that the award is in effect; or
- (C). Use forced labor in the performance of the award or subawards under the award.

II. We as the Federal awarding agency may unilaterally terminate this award, without penalty, if you or a subrecipient that is a private entity —

- (A). Is determined to have violated a prohibition in paragraph a.1 of this award term; or
- (B). Has an employee who is determined by the agency official authorized to terminate the award to have violated a prohibition in paragraph a.1 of this award term through conduct that is either—
 - i. Associated with performance under this award; or
 - ii. Imputed to you or the subrecipient using the standards and due process for imputing the conduct of an individual to an organization that are provided in 2 CFR part 180, “OMB Guidelines to Agencies on Governmentwide Debarment and Suspension (Nonprocurement),” as implemented by our agency at 2 CFR Part 2998.

b. Provision applicable to a recipient other than a private entity. We as the Federal awarding agency may unilaterally terminate this award, without penalty, if a subrecipient that is a private entity—

I. Is determined to have violated an applicable prohibition in paragraph a.1 of this award term; or

II. Has an employee who is determined by the agency official authorized to terminate the award to have violated an applicable prohibition in paragraph a.1 of this award term through conduct that is either—

- (A). Associated with performance under this award; or
- (B). Imputed to the subrecipient using the standards and due process for imputing the conduct of an individual to an organization that are

provided in 2 CFR part 180, "OMB Guidelines to Agencies on Governmentwide Debarment and Suspension (Nonprocurement)," as implemented by our agency at 29 CFR Part 98.

c. Provisions applicable to any recipient.

I. You must inform us immediately of any information you receive from any source alleging a violation of a prohibition in paragraph a.1 of this award term.

II. Our right to terminate unilaterally that is described in paragraph a.2 or b of this section:

(A). Implements section 106(g) of the Trafficking Victims Protection Act of 2000 (TVPA), as amended (22 U.S.C. 7104(g)), and

(B). Is in addition to all other remedies for noncompliance that are available to us under this award.

III. You must include the requirements of paragraph a.1 of this award term in any subaward you make to a private entity.

d. Definitions. For purposes of this award term:

I. "Employee" means either:

(A). An individual employed by you or a subrecipient who is engaged in the performance of the project or program under this award; or

(B). Another person engaged in the performance of the project or program under this award and not compensated by you including, but not limited to, a volunteer or individual whose services are contributed by a third party as an in-kind contribution toward cost sharing or matching requirements.

II. "Forced labor" means labor obtained by any of the following methods: the recruitment, harboring, transportation, provision, or obtaining of a person for labor or services, through the use of force, fraud, or coercion for the purpose of subjection to involuntary servitude, peonage, debt bondage, or slavery.

III. "Private entity":

(A). Means any entity other than a State, local government, Indian tribe, or foreign public entity, as those terms are defined in 2 CFR 175.25.

(B). Includes:

i. A nonprofit organization, including any nonprofit institution of higher education, hospital, or tribal organization other than one included in the definition of Indian tribe at 2 CFR 175.25(b).

ii. A for-profit organization.

IV. "Severe forms of trafficking in persons," "commercial sex act," and "coercion" have the meanings given at section 103 of the TVPA, as amended (22 U.S.C. 7102).

g. Veterans' Priority Provisions

The Jobs for Veterans Act (Public Law 107-288) requires recipients to provide priority service to 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 the DOL. The regulations implementing this priority of service can be found at 20 CFR part 1010. 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. Recipients must comply with the 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.

17. Attachments

Attachment A: SF-424

Attachment B: SF-424A

Attachment C: Budget Narrative

Attachment D: Statement of Work

Attachment E: NICRA or Cost Allocation Plan (if applicable)

Attachment A: 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"/>
* 3. Date Received: <input type="text" value="02/01/2019"/>	4. Applicant Identifier: <input type="text"/>	
5a. Federal Entity Identifier: <input type="text"/>	5b. Federal Award Identifier: <input type="text"/>	
State Use Only:		
6. Date Received by State: <input type="text"/>	7. State Application Identifier: <input type="text"/>	
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" value="Dept. of Economic Opportunity"/>	Division Name: <input type="text" value="Workforce Services"/>	
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:**

Employment and Training Administration

11. Catalog of Federal Domestic Assistance Number:

17.277

CFDA Title:

WIOA National Dislocated Worker Grants / WIA National Emergency Grants

*** 12. Funding Opportunity Number:**

ETA-TEGL-4-18

* Title:

Disaster Recovery National Dislocated Worker Grants to Address the Opioid Crisis

13. Competition Identification Number:

ETA-TEGL-4-18

Title:

Disaster Recovery National Dislocated Worker Grants to Address the Opioid Crisis

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

Add Attachment

Delete Attachment

View Attachment

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

FL- NDWG Opioid Crisis

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.

Add Attachment

Delete Attachment

View Attachment

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

Add Attachment

Delete Attachment

View Attachment

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:

Attachment B: SF-424A

BUDGET INFORMATION - Non-Construction Programs

OMB Number: 4040-0006
Expiration Date: 01/31/2019

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. FL- NDWG Opioid Crisis	17.277	\$ <input type="text"/>	\$ <input type="text"/>	\$ 2,500,000.00	\$ <input type="text"/>	\$ 2,500,000.00
2.	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>
3.	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>
4.	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>
5. Totals		\$ <input type="text"/>	\$ <input type="text"/>	\$ 2,500,000.00	\$ <input type="text"/>	\$ 2,500,000.00

SECTION B - BUDGET CATEGORIES

6. Object Class Categories	GRANT PROGRAM, FUNCTION OR ACTIVITY				Total (5)
	(1)	(2)	(3)	(4)	
	FL- NDWG Opioid Crisis				
a. Personnel	\$ 104,040.00	\$	\$	\$	\$ 104,040.00
b. Fringe Benefits	39,535.00				39,535.00
c. Travel	15,750.00				15,750.00
d. Equipment	0.00				0.00
e. Supplies	5,500.00				5,500.00
f. Contractual	2,245,181.00				2,245,181.00
g. Construction	0.00				0.00
h. Other	14,233.00				14,233.00
i. Total Direct Charges (sum of 6a-6h)	2,424,239.00				\$ 2,424,239.00
j. Indirect Charges	75,761.00				\$ 75,761.00
k. TOTALS (sum of 6i and 6j)	\$ 2,500,000.00	\$	\$	\$	\$ 2,500,000.00
7. Program Income	\$	\$	\$	\$	\$

Authorized for Local Reproduction

Standard Form 424A (Rev. 7- 97)
Prescribed by OMB (Circular A -102) Page 1A

SECTION C - NON-FEDERAL RESOURCES

(a) Grant Program		(b) Applicant	(c) State	(d) Other Sources	(e)TOTALS
8.	FL- NDWG Opioid Crisis	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00
9.					
10.					
11.					
12. TOTAL (sum of lines 8-11)		\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00

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. FL- NDWG Opioid Crisis	\$	\$	\$	\$
17.				
18.				
19.				
20. TOTAL (sum of lines 16 - 19)	\$	\$	\$	\$

SECTION F - OTHER BUDGET INFORMATION

21. Direct Charges:		22. Indirect Charges:	Provisional Rate 52.7675% of Personnel & Benefits
23. Remarks:			

Attachment C: Budget Narrative

GRANTEE LEVEL

Personnel	Monthly Salary	FTE	Months	Total
GOC II	4,500.00	75.0%	24	81,000.00
SMAS	5,500.00	15.0%	24	19,800.00
GOC II Monitor	4,500.00	3.0%	24	3,240.00
Total Personnel				104,040.00
Fringe benefits @ 38% personnel (FICA, Retirement, Health Insurance, Life Insurance, State Disability Insurance)				39,535.00
Travel 25 trips for 2 Staff members @ \$630 per trip (2 traveler in state, one hotel night at \$150 per traveler, meals and per diem at \$90 per traveler, rental car, tolls, and gas at \$150 per trip)				15,750.00
Staff Supplies \$2750 per year - General Office consumables and Supplies				5,500.00
Shared Costs				
Shared Agency Overhead Costs (Rent, cost pool allocations for utilities and internet, data processing)				12,533.00
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)				1,700.00
Total Shared Costs				14,233.00
Contractual - Program Operator Expenses				
Supportive Services 60 participants @3,000				180,000.00
Temporary Jobs 120 @ \$5,795.83	5,795.83	120		695,500.00
Fringe benefits @ 1%				69,550.00
Career Services 130 participants @ \$1,000				130,000.00
Training and OJT services 130 participants @ \$4,384.62				570,000.00
2 Case managers for two years	4,000.00	2	24	192,000.00
Fringe benefits @ 33%				63,360.00
0.5 Program Managers/Supervisors for two years	5,000.00	0.5	24	60,000.00
Fringe benefits @ 33%				19,800.00
Staff Travel 2 case managers x \$105/month x 24 months				5,040.00
Staff supplies 2 case managers x \$55/month x 24 months				2,640.00
Communication and Outreach				18,900.00
Pooled Career Center Costs @ 10% of staff-related costs)				34,284.00
Admin Costs @ 10%				204,107.00
Total Contractual				2,245,181.00
Indirect Rate 52.7675% of Total Personnel + fringe benefits (104,040+39,535)*52.7675%=\$75,761				75,761.00
TOTAL GRANT				2,500,000.00

Attachment D: Statement of Work

ATTACHMENT A

U.S. Department of Labor Employment and Training Administration
PROPOSAL SUMMARY
 National Health Emergency Disaster Recovery Dislocated Worker Grants

GENERAL INFORMATION		
State or Tribal Entity Name: Florida Department of Economic Opportunity		
Project Name: Florida’s Disaster Recovery Project to Address the Opioid Crisis		
Funding Request Amount: \$2,500,000		Projected Participant #: 200
GRANT ACTIVITIES: PROJECTED COSTS AND ENROLLMENTS		
Cost Item	Total Projected Cost for Activity or Service	# of Participants Receiving the Service
Participant Wages for Disaster Relief Employment	\$695,500.00	120
Participant Fringe Benefits for Disaster Relief Employment	\$69,550.00	120
Career Services	\$130,000.00	130
Training Services	\$570,000.00	150
Supportive Services	\$180,000.00	60
Administrative Costs	\$204,107.00	
<p><i>* This grant will serve 200 participants. Of these 200 participants, many may receive multiple services concurrently or consecutively. Please see Project Operator Forms – Attachment B for the funding allocation made to each contracted entity and a brief summary of services provided by each organization.</i></p>		
PERFORMANCE		
<p><i>The DWG program applies performance measures as described in WIOA Section 116. Are the planned performance goals for the delivery of employment and training services in this project the same as the applicable negotiated goals established for the Dislocated Worker Program?</i></p> <p>Indicate YES or NO: <u> YES </u></p>		

ATTACHMENT A

If proposing to set DWG performance goals to levels lower than those established for the State's Dislocated Worker formula program, please explain why:

N/A

Note: There is a 10-page attachment limit for the submittal of supporting documentation.

STATEMENT OF NEED

COUNTIES, CITIES, OR COMMUNITIES INCLUDED IN PROJECT SERVICE AREA

Please list: Brevard County, Manatee County, Sarasota County.

NEEDS OF THE AFFECTED COMMUNITIES RESULTING FROM OPIOID CRISIS

Briefly explain why the communities listed should be served by this grant, why the applicant selected these communities, and the clean-up and/or humanitarian needs the opioid crisis has created in those communities. To receive DWG funding, an application must describe its affected communities' training, healthcare, and treatment needs and why its proposed initiative will impact or help resolve these issues.

Applicants must attach documentation supporting its determination of needs. This documentation counts towards the 10-page limit on attachments submitted for supporting documentation. Please see Section 8(a)(i) for further details.

In the last 18 years, there has been a 200% increase in the rate of overdose deaths involving opioids in the state of Florida.ⁱ In spring 2017, Florida Governor Rick Scott issued a statewide public health emergency for the opioid epidemic. According to the Florida Health Non-Fatal Opioid Overdose Surveillance 2017 report, non-fatal opioid-involved overdoses were estimated to occur at a rate of 84.8 per 100,000 people in Florida in 2017. This is a 22.4% increase from 2016. Additionally, persons aged 25-34 years were reported more likely than any other age group to experience non-fatal opioid-involved overdoses. This age group composes 20% of the working aged population in Florida, and 12% of the total population.ⁱⁱ Our goal is to provide support and training to the eligible individuals outlined in this grant who have become dislocated due to the opioid crisis and promote successful and sustainable reemployment.

After prioritizing areas with high rates of deaths related to opioid abuse, high rates of non-fatal overdoses, and areas with a shortage of addiction, mental health, and other opioid-related services, the Department of Economic Opportunity has confirmed commitment from two Local Workforce Development Boards (LWDBs), including CareerSource Brevard (LWDB 13) and CareerSource Suncoast (LWDB 18). This encompasses Brevard, Sarasota, and Manatee County. We based our selection on the following metrics: opioid overdose rates, the percent of people ages 12 and older reporting drug dependence, the percent of the population reporting non-medical use of pain relievers, percent of the population not receiving addiction treatment, opioids prescribed per capita in morphine milligram equivalents (MME), the number of providers licensed to administer buprenorphine in these areas, the number of syringe exchange programs, the number of facilities providing substance abuse services, and the number of facilities providing at least some Medication Assisted Treatment (MAT). These figures can be found in Section I of the attached documentation. The local areas selected to be served by this grant were deemed severely impacted by the opioid crisis based on their metrics when compared to the overall state and national averages, which are also included in Section I Tables A-C in the attached documentation.

ATTACHMENT A

Describe how the applicant has ascertained that there are a suitable number of eligible individuals available to participate in proposed disaster-relief employment. See Section 8(a)(ii) for details. Documentation supporting the applicant's determination counts toward the 10-page limit on supporting documentation.

To determine there are a satisfactory number of eligible individuals in the local areas participating in this grant, DEO examined the number of mass layoffs in these local areas reported under the Worker Adjustment and Retraining Notification Act (WARN). WARN requires employers to provide a notice of 60 days in advance of plant closings and mass layoffs. WARN notices were examined for the years 2016-2017. Both participating local areas saw substantial increases in mass layoffs and plant closings from 2016 to 2017, indicating an increased need within these areas to assist unemployed workers reenter the workforce. These figures are outlined in Section II Table D of the attached documentation.

In addition to WARN notices, an Occupational Supply and Demand Report was analyzed to determine which occupations related to the opioid crisis are undersupplied in the local areas to be served under this grant. Both areas were reported to be more undersupplied, when compared to the state as a whole, in several occupations that could help alleviate the adverse effects of the opioid crisis. Section II Table E of the attached documentation outlines the undersupplied health- and opioid-related occupations in each participating local area, as well as a statewide analysis.

Lastly, DEO asked each board requesting to be served by the grant to submit documentation summarizing the anticipated number of eligible participants they intend to serve under this grant. Each LWDB keeps track of their clients using Employ Florida, Florida's Workforce Information Management Technology System. Through this system, each board predicted the number of eligible participants they will be able to serve. This information can be found in Section II Table F of the attached documentation.

If proposing to provide employment and training activities independent of disaster-relief employment, demonstrate that a population of eligible participants exist for these activities as well. See Section 8(a)(ii) for details. Documentation supporting this demonstration count toward the 10-page limit on supporting documentation.

The Department of Economic Opportunity, CareerSource Suncoast, and CareerSource Brevard only intend to provide disaster-relief employment related to the opioid crisis.

ATTACHMENT A

Has the applicant coordinated with all chief elected officials (as defined in the Workforce Innovation and Opportunity Act, Section 3 (9)) AND all local Workforce Development Boards in the communities identified in the project service area? See Section 8(a)(iii).

Indicate YES or NO: YES _____

List each proposed partner in the left column. In the right column provide a brief explanation of the role the entity will play in the grant-funded initiatives, how resources will be aligned in the partnership, and the decision-making process for activities carried out under the partnership. The partners listed below must include at least one local Workforce Development Board (WDB) or an American Job Center (AJC) within the areas proposed to be covered by the grant. A letter of support from at least one WDB or AJC must be attached to the application package. Also required as a partner is at least one community organization working with individuals who are, or who have been, directly impacted by opioid use. The application package must also include an attached letter of support from the partner community organization.

Applicants may add additional rows if there is a need to list more partners than space allows. See TEGL Section 8(a)(iii) for details.

<i>Entity Name</i>	<i>Partner's role in the project, including the committed/aligned resources in the partnership, and the decision-making process for activities carried out in the partnership:</i>
CareerSource Brevard (Local Workforce Development Board 13)	CareerSource Brevard will administer the grant in their local area. The Department of Economic Opportunity (DEO) will provide technical assistance and ensure deliverables are met for each quarter of the grant. Both DEO and the local area will work together to implement grant activities, document progress, best practices, and updates on participant progress and expenditures. CareerSource Brevard will deliver the career services and implement activities under the grant in their local area. This includes the recruitment of eligible participants, the identification and execution of all training activities, and supportive services.

ATTACHMENT A

<p>CareerSource Suncoast (Local Workforce Development Board 18)</p>	<p>CareerSource Suncoast will administer the grant in their local area. The Department of Economic Opportunity (DEO) will provide technical assistance and ensure deliverables are met for each quarter of the grant. CareerSource Suncoast and DEO will work together to implement grant activities, document progress, best practices, and updates on participant progress and expenditures. CareerSource Suncoast will deliver the career services and implement activities under the grant in their local area. This includes recruitment of eligible participants, the identification and execution of all training activities, and supportive services.</p>
<p>Community Treatment Center, Inc</p>	<p>Community Treatment Center Inc. (CTC) is a local treatment provider located in Brevard County. CTC works on the front lines of substance abuse treatment in Brevard County communities, and will work closely with LWDB 13’s initiative to establish the “Brevard Recovery Works” program. This program will assist in providing jobs and training to recovered individuals seeking employment or other individuals affected by the opioid crisis. CTC will work closely with LWDB 13 to help with referrals and provide access to supportive services.</p>
<p>Florida Department of Health in Brevard County</p>	<p>The Florida Department of Health in Brevard County will assist LWDB 13 in the efforts to provide skills enhancement to local mental health, addiction, and emergency medical personnel engaging with the population in recovery from addiction. The Department is a member of the Brevard Opioid Task Force and chairs the subcommittee for healthcare professionals. Therefore, this partner can assist clients needing assistance with treatment and/or counseling as well as refer eligible participants to LWDB 13 for assistance in re-entering the workforce.</p>
<p>Doctor’s Goodwill Foundation, USA</p>	<p>The Doctor’s Goodwill Foundation (DGF) is an organization committed to resolving issues related to substance abuse disorders and mental health, and helping reduce the incidence of opioid addiction by helping recovering individuals seek a productive life. They will assist LWDB 13’s efforts to provide skills enhancement to eligible participants, such as training those who are interested in becoming a Peer Recovery Support Specialist, while also working to educate emergency medical personnel who are engaging with the population in recovery in the local area.</p>

SERVICE DELIVERY

*List the types of **disaster relief employment** that the applicant anticipates creating with DWG funding, and how these jobs will address the opioid crisis issues in the proposed service area, as identified in the Statement of Need section. See Section 8(b)(i).*

Each local area participating in this grant has presented activities they anticipate implementing, and each are responsive to the unique impacts of the opioid crisis in their communities. Both local areas participating in this grant have humanitarian needs varying from a lack credentialed counselors and addiction treatment services to help assisting in serving more clients undergoing rehabilitation in treatment programs.

The participating local boards will create temporary disaster-relief employment geared towards placing eligible participants in several types of positions: 1) positions that allow participants to engage in temporary addiction, recovery, and peer counseling jobs, as well as gain the necessary work experience and on-the-job training needed to obtain either addiction, prevention, or mental health certifications from the Florida Certification Board (FCB), and 2) humanitarian assistance to individuals affected by the opioid epidemic (family members, spouses, children, e.g.).

Both participating LWDBs have identified mental health/substance abuse agencies in their local area that may have a need for additional staff. The temporary disaster-relief jobs will allow eligible clients to work towards achieving the required related work experience hours, OJT supervision, and content specific training needed to acquire one of the following certifications: Certified Prevention Specialist (CPS), Certified Addiction Counselor (CAC), Certified Recovery Support Specialist (CRSS), Certified Recovery Peer Specialist (CRPS), or a Certified Behavioral Health Technician (CBHT). Each of these certifications are considered entry-level and the minimum formal education requirements are a High School Diploma or General Equivalency Degree (GED.). The temporary opioid-related positions include prevention specialists, addiction specialists, recovery support specialists, peer recovery support specialists, and behavioral health technicians. Content specific training hours vary from 40-270 hours, depending on the certification. Eligible training must be taken from an FCB approved education provider and the requisite work experience ranges from six months to one year. Funds will go towards covering the cost of wages and training, thus giving the clients the support they need to obtain the temporary job, providing them with the resources necessary to meet the certification requirements, and guiding them into unsubsidized, sustainable employment with these providers who offer an array of mental health and substance abuse treatment and therapies to their communities.

One of the participating LWDBs is in Brevard County (LWDB 13) which has the benefit of the Brevard Opioid Task Force (BOTF), consisting of local subject matter experts (SME) representing law enforcement, corrections, public health, and treatment providers. Board staff regularly attend BOTF meetings and have been working with SMEs to discuss the needs and priorities of the local community that could be addressed with disaster-relief employment from this grant. Additionally, both LWDBs will create Workforce Navigator/Job Coach positions at their career centers. These navigators/coaches will work with individuals transitioning from opioid treatment to place them in a temporary job described above. These Navigator positions may be filled by eligible participants. Additionally, LWDB 13 identified a need to offer locations for addicts seeking recovery to engage in therapeutic activities (faith-based, sports, etc.) via community centers, parks, and other public/non-profit venues. The DWG funding can assist with temporarily employing eligible participants in positions to fill these needs and will help increase the availability of support specialists in these highly affected areas. The goal of these efforts is to establish an ongoing recruiting process for job seekers interested in these health- and opioid-related fields that can help alleviate the impacts of the opioid crisis. LWDB 18 plans to hire one additional Counselor at their office who will help recruit clients who have been affected by the opioid crisis. The Counselor will receive training related to the unique problems facing substance abuse users, including how to recognize and recruit these clients, and how to offer them the necessary support to help them manage their stress or addiction, and ultimately obtain sustainable employment.

ATTACHMENT A

Describe the employment and training activities, including supportive services, to be provided to eligible participants and how the applicant will carry out these activities. See TEGL Section 8(b)(ii) for details.

LWDB 13 has partnered with the Brevard County Opioid Task Force, who has been coordinating local responses with very limited resources. DWG funding can be used to expand their efforts, including direct support in project coordination, administrative support, and communications, such as public awareness, social media, and outreach. LWDB 13 will also adapt R.I.S.E (Re-entry Intervention resulting in Successful Employment) Brevard workshops that will be provided at career centers with the goal of reintegrating persons with an opioid use history into the workforce. These recruitments and activities will be conducted with awareness of the confidentiality of medical information and obligations under the Civil Rights regulations pertaining to protections for individuals with disabilities. Lastly, in order to engage employers, LWDB 13 intends to provide Business Learning Events focused on employers who have been impacted by the opioid crisis and employers who have the capacity and interest in establishing “rehabilitation and recovery friendly” work places.

In order to boost the availability of treatment professionals in its area, LWDB 18 has proposed offering an education, training, or tuition scholarship for eligible participants who are in or wish to enter the health field. This funding would allow chosen participants to receive additional training or certifications that are related to mental healthcare, addiction treatment services, or pain management services. The Counselor hired under this grant will recruit clients who have been affected by the opioid crisis. The LWDB 18 Program Director and Counselor will tailor the Career Pathway curriculum to accommodate the unique needs of these clients - such as techniques for coping with stress and addiction - all while increasing soft skills and helping them find sustainable job opportunities that utilize the clients’ talent. To recruit participants to this program, the Counselor will travel throughout the local area to meet with treatment providers, civic groups, schools, colleges, and other non-profits to promote the program and seek referrals.

Identify which approach(es) the applicant will take in the provision of employment, training, and supportive services (check all that apply). See Section 8(b)(ii).

Reintegration into the workforce of eligible participants who volunteer that they have been impacted by the opioid crisis, consistent with the requirements of Section 14. These participants can be trained in any profession.

Transition of eligible participants into one of the following professional fields that could impact the opioid crisis or its underlying or complicating causes, including: addiction treatment and related services; pain therapy and pain management services that could reduce or prevent dependence on prescription painkillers; and mental health care treatment services for disorders and issues that could lead to or exacerbate opioid abuse and addiction.

*Training participants in other professions – **in addition** to the fields impacting the opioid crisis described in the previous paragraph. If selecting this element, use the space below to (a) list the additional professions in which they wish to provide training; (b) demonstrate that those professions are in demand; and (c) demonstrate that training in these professions will mitigate the underlying circumstances of the opioid crisis in affected communities. Individuals personally affected by the opioid crisis can participate in these career and training activities. Applicants may attach additional documentation to make these required demonstrations, and this documentation counts toward the 10-page limit on additional documentation.*

ATTACHMENT A

Will disaster-relief employment also serve as a training initiative for transitioning individuals into professions addressing the negative impacts of the opioid crisis (addiction treatment, mental health treatment, and pain management treatment that can avoid or reduce prescription painkiller addiction)? See Section 8(b)(ii).

Indicate YES or NO: YES

Applicants may propose providing supportive services to any eligible participant of any activity under this grant. Explain the procedures used to determine each participant's individual needs. (Applicants must indicate whether they or their partners plan to utilize techniques such as trauma-informed assessments, which partner will carry these out determinations, and how they will carry out the determination process.) See Section 8(b)(ii).

Both LWDB 13 and LWDB 18 intend to provide support services as needed and consistent with the local support services policy and TEGL 4-18. The existing process includes identification of barriers to employment, and training and assistance in removing the barrier (i.e., transportation, tools, equipment, etc.). LWDB 13 will obtain the use of a brief, public domain screening tool for trauma, appropriate for a workforce system one-stop setting. Use of the screening will be based on information gained during an intake interview, in which a job seeker volunteers information that would demonstrate a history of trauma, mental illness, and/or substance use disorder. As part of the screening tool, if any of these such histories are indicated during the intake interview, LWDB 13 will utilize the services of their partner vendors to provide a more in-depth analysis or interview, with follow up recommendations. LWDB 13 will utilize SAMHSA's concept of Trauma and Guidance for Trauma-Informed Approach for direction. LWDB's 13 contracted One-Stop Operator, C2 Global Solutions, Inc. also has experience with use of trauma-informed assessment that can be utilized to ensure that the need for supportive services are appropriately screened. If a participant discloses they or someone they know has a history of opioid abuse, they will be linked with community services such as mental health treatment, peer support groups, or addiction treatments, if they desire. The goal is to assist them in their recovery and assure they are ready to be successfully reintegrated into the workforce. Referrals for this type of participant can be sought from local treatment providers, civic groups, and other community-based organizations that support individuals affected by the opioid crisis. For eligible participants seeking to enter health- or opioid-related occupations, supportive services such as payments and fees for employment and training-related applications, test, and certifications may be fully or partially covered under the grant. LWDB 18 will offer a tuition or training stipend to select eligible participants who wish to enter these occupations.

Additionally, LWDB 18 will connect with their humanitarian partners to seek referral clients impacted by the opioid crisis. Each client will meet with a career coach for an in-depth initial assessment. The coach will assess their needs for supportive services, such as housing subsidies, child care, or medical assistance using the same method as LWDB 13 described above. Their employment needs and employment skills level will be assessed, and clients will be enrolled in soft skills or life skills classes as necessary. Clients who lack employment skills will have the option to receive additional training. LWDB 18 will also provide one year of follow-up services.

*Describe strategies for identifying and enrolling eligible participants in **disaster relief employment**. See TEGL Section 8(b)(iii). The applicant must demonstrate (i) it has a population of potentially eligible participants qualified to perform the temporary work it intends and/or (ii) a plan for training eligible participants who lack qualification or experience so that they can safely and effectively provide appropriate services to those affected by the crisis.*

Employment activities are geared toward reintegrating eligible participants into the workforce through job training and humanitarian assistance. Both LWDBs will create disaster relief employment at various mental health and substance abuse providers in their local area that have identified a need for additional staff. The participating agencies were identified through each local areas Managing Entity (ME), who make up a regional system of behavioral health services. Each job created with these providers will allow the temporary worker the opportunity to gain the work experience, OJT supervision, and content specific training necessary to procure one of the following certifications from the Florida Board Certification:

- **Certified Prevention Specialist (CPS):** The CPS is an entry-level credential for people who provide prevention-related services in the addiction field. The minimum formal education requirement is a High School Diploma or GED.

ATTACHMENT A

- ✓ To obtain the certification, participants must complete 2,000 hours of related work experience providing prevention services, 120 hours of OJT supervision provided by a qualified supervisor, and pass the International Certification and Reciprocity (IC&RC) Prevention specialist exam.
 - ✓ Through the jobs created with the ME providers, clients will be able to work one year (2,000 hours) of subsidized employment to meet experience requirements, and funds will go towards paying for wages, OJT, as well as the exam fee.
 - ✓ Once the client passes the exam and obtains the certification, the goal is for them to transition into full-time, unsubsidized employment at the facility in which they already are employed, or any job providing medical, mental health, or addiction treatment at a comparable facility.
 - ✓ If a client has a bachelor's degree or higher, or eventually goes onto continue their education, they are eligible to obtain a Certified Addictions Professional certification.
- **Certified Addiction Counselor (CAC):** The CAC is an intermediate substance abuse credential for people who work side-by-side with clinical staff to develop and implement client treatment plans and provide specified substance abuse treatment services. Under the supervisions of a Certified Addictions Professional (CAP) or other qualified professional, a CAC provides screening, assessment and problem identification, intake, treatment planning, individual and group counseling, observation and reporting on client behavior/progress towards treatment goals, charting/documentation as appropriate, consultation and referral to necessary resources, psychoeducation activities, and client/family/community education.
 - ✓ The minimum formal education requirement is a High School Diploma or GED and experience hours are prorated for applicants who hold an Associate's Degree or higher. To obtain the certification, participants must complete 270 total clock hours of content specific training from an FCB approved education provider. Work experience is prorated depending on the applicant's highest level of formal education and those with a High School Diploma or GED must complete 6,000 hours. Each additional level of education decreases the number of hours by 1,000. 300 hours of OJT supervision is required for those with a Diploma or GED.
 - ✓ All applicants must pass the IC&RC Alcohol Drug Counselor Exam.
 - ✓ Local boards are working with treatment providers through their ME to create temporary positions that allow clients to develop this work experience. Funds will pay for wages, any additional training not provided by the employer or FCB, as well as any necessary supportive services.
 - ✓ Once clients receive their certification, the goal is to transition them into full-time, unsubsidized employment with the provider.
 - **Certified Recovery Support Specialist (CRSS):** The CRSS is an entry-level substance abuse credential for person's who assist individuals achieve and maintain recovery from addiction. The minimum formal education requirement is a High School Diploma or GED.
 - ✓ To obtain the certification, participants must complete 75 hours of content specific training from a FCB approved education provider. LWDBs will facilitate the relationships between the employment and training providers, and funds from the grant will cover costs.
 - ✓ Participants must complete 1,000 hours of work and/or volunteer experience providing support services, 24 hours of OJT supervision in either a paid or volunteer capacity, and pass the Certified Recovery Support Specialist Exam.
 - ✓ Through the jobs created with the ME providers, clients will be able to quickly meet these requirements through subsidized employment and obtain the CRSS. The goal is to help these individuals transition into sustainable unsubsidized employment at the agency in which they are already employed, or any job providing medical, mental health, or addiction treatment at a comparable facility.
 - **Certified Recovery Peer Specialist (CRPS):** The CRPS is an entry-level credential for people who use their lived experience and skills learned in training to help others build mind-body recovery and resiliency skills related to mental health and/or substance use conditions. The difference between a CRSS and CRPS is the peer aspect – the CRPS uses their lived experience as former addicts or users to help others.
 - ✓ The minimum formal education requirement is a High School Diploma or GED. To obtain the certification, participants must complete 40 total clock hours of content specific training, 500 hours of supervised work and/or volunteer experience, and 16 hours of OJT supervision in a paid or volunteer capacity.

ATTACHMENT A

- ✓ Participants seeking the CRPS must attest to the type of lived experience that makes them eligible to serve as a peer to others and can choose to specialize with adults, family, youth, or veterans. A CRPS must attest to having been clean and sober for the last 24 months.
- ✓ Addiction recovery alumni associations will be identified in each local area. Through these organizations, local boards will recruit individuals who have been long-term unemployed or dislocated into the temporary jobs at the mental health or substance abuse agencies identified as needing additional staff. This will allow those individuals to fulfill the requirements for the CRPS. Funds will go towards paying wages, any additional training not covered at the employer or by Florida Certification Board, and supportive services as needed, such as transportation or childcare.
- **Certified Behavioral Health Technician (CBHT):** The CBHT is an entry-level credential for person's who assist primary counselors and therapeutic staff by providing clinical support services to adults who are receiving substance abuse or mental health services in residential program, in-patient settings, or community based programs. The minimum formal education requirement is a High School Diploma or GED.
 - ✓ To obtain the certification, applicants must complete 30 hours of content specific training from a FCB approved education provider, 1,000 hours of behavioral health related work experience, 24 hours of OJT, and pass the Certified Behavioral Health Technician Written Exam.
- ✓ Through temporary jobs created at behavioral health providers in their local areas who have identified a need for additional staff, LWDBs will subsidize wages, training costs, and exam fees to assist participants in obtaining the certification. The temporary job will allow the individual to obtain the necessary work experience and OJT.

These certifications all have a minimum requirement of a High School Diploma or GED. This allows participants who lack qualification or past experiences to enter a certification trajectory and career pathway that leads to an in-demand certification and sustainable employment. For those participants who have an Associate's or Bachelor's degree, some hours of work experience or OJT supervision may be prorated, or may be eligible to work toward a higher certification. Strategies for recruiting eligible participants – dislocated workers, long-term unemployed individuals, and self-employed individuals who are significant underemployed – are as follows:

- Job listings in Employ Florida
- Constant Contact Email
- Social media such as Facebook, Twitter, etc.
- Job fairs
- Recruiting events
- Coordination with treatment providers
- Hidden talent task teams

Employment activities also include recruiting participants into opioid-related occupations. If an eligible participant is interested in a health- or opioid-related profession, but lacks the qualifications or experience to effectively provide appropriate services to those affected by the crisis, they will have the opportunity to receive additional supportive services. This will include training and services that will help the participant obtain the certifications and/or education necessary to enter occupations that could help alleviate the impacts of the opioid crisis in their communities.

*Describe strategies for identifying and enrolling eligible participants in **employment and training activities**. Applicants proposing activities to reintegrate individuals impacted by the opioid crisis must describe how their recruitment and enrollment of these individuals will comply with the requirements of Section 14 in the TEG, "Inquiring about Opioid Addiction and Disability and Medical Information Protections for NHE Disaster Recovery DWG Participants. "Applicants proposing to train eligible participants in professional fields that could impact the opioid crisis or its underlying causes must describe recruitment efforts for those participants here. See TEG Section 8(b)(iii) for details.*

When enrolling eligible participants into employment and training activities, career center staff will ask eligible participants if they, a friend, or any member of their family has a history of opioid use. Participants do not have to be impacted by the

ATTACHMENT A

opioid crisis to participate in these initiatives and information regarding client's medical information will only be gathered on a volunteer basis. If a participant does voluntarily offer this information, DEO will assist in monitoring activities to ensure that recipients of the grant maintain the confidentiality of all medical information under 29 C.F.R. 38.41(b)(3), and that all services comply with 29 C.F.R. 38.6, ensuring protected individuals are not discriminated against. Similar to the process conducted when enrolling participants in disaster-relief employment, an initial skills assessment of participants will be carried out to determine what training activities will allow them to successfully shift into their desired occupation.

FOR RECIPIENTS OF NHE DISLOCATED WORKER DEMONSTRATION GRANTS ONLY

Briefly describe what needs this proposed grant funding will serve that cannot be served by the NHE Demonstration Grant.

See TEGL Sections 5 and 8(c) for details.

N/A

ATTACHMENT A

-
- ⁱ Florida Enhanced State Opioid Overdose Surveillance (FL-ESOOS) Program
ⁱⁱ 2017 American Community Survey 1-year Estimates

Additional Documentation – Florida’s Disaster Recovery Project to Address the Opioid Crisis

Section I – Determination of Needs: The following tables outline the needs of the affected communities resulting from the opioid crisis

Table A – Deaths related Drugs and Opioids

Mortality Data	Opioid Overdose Rate 2016	Drug-Related Death Rate 2016
LWDB 13	93.7	31.1
LWDB 18*	8.15	67.8
Florida	14.4	22.9
United States	13.3	19.69

Source: Florida Enhanced State Opioid Overdose Surveillance (FL-ESOOS) Program

Table B – Prevalence of Opioids and Opioid Misuse

Drug Dependence	% reporting drug dependence 2014	% needing but not receiving addiction treatment 2014	% of population reporting non-medical use of pain relievers	Opioids prescribed per capita, in morphine mg equivalents (MME) 2015
LWDB 13	2.65	86.04	3.47	1,082.9
LWDB 18*	4.16	90.87	6.12	994.1
Florida	3.47	89.45	3.47	670.92
United States	4.31	88.89	4.31	642.05

Source: Centers for Disease Control and Prevention National Center for Health Statistic Data Visualization Gallery

Table C – Availability of Opioid-Related Services

Shortage of services	Providers licensed to administer buprenorphine 2018	Syringe exchange programs 2018	Facilities providing substance abuse services 2018	Facilities providing Medication Assisted Treatment (MAT)
LWDB 13	57	0	13	3
LWDB 18*	74	0	14	7
Florida	2,060	2	582	218
United States	54,832	320	13,084	3,816

Source: The National Survey of Substance Abuse Treatment Facilities; North American Syringe Exchange Network; Substance Abuse and Mental Health Services Administration

*LWDB 18 figures represent the average of the two counties located in that region

Section II – Identification of Eligible Participants: The following tables outline information demonstrating a suitable population of eligible participants to be served under this grant.

Table D – Mass Layoffs and Plant Closings

WARN NOTICES	2016	2017 (increase from 2016)
LWDB 13	437	1,001 (+564)
LWDB 18	259	554 (+295)
Statewide	11,306	14,071 (+ 2,765)

Source: FL Department of Economic Opportunity, Office of Workforce Services – REACT Unit

Table E – Occupational Supply/Demand Report of 10/23/2018

AREA	Undersupplied Opioid- and Health Related Occupations
LWDB 13	Mental Health and Substance Abuse Social Workers Physical Therapists, Clinical, Counseling, and School Psychologists, Occupational Therapists, Recreational Therapists, Healthcare Social Workers, Nurse Practitioners, and Registered Nurses.
LWDB 18	Mental Health and Substance Abuse Social Workers, Substance Abuse and Behavioral Disorder Counselors, Physical, Occupational, and Recreational Therapists, Social and Human Service Assistants, Healthcare Social Workers, Registered Nurses, and Nurse Practitioners
Statewide	Physical Therapists, Social and Human Service Assistance, and Recreational Therapists.

Source: FL Department of Economic Opportunity (DEO), Bureau of Workforce Statistics and Economic Research; FL Department of Education; FL State University System; FL Commission of Independent Education; The Conference Board's Help Wanted OnLine

Table F – Anticipated Workers to be Served

TYPES OF ELIGIBLE PARTICIPANTS	Region 13	Region 18	Total
Dislocated Workers	20	15	35
Workers temporarily laid off because of the emergency	8		8
Long-term Unemployed	130	20	150
Self-employed workers who became unemployed or underemployed because of emergency	5	3	10
Total Participants			203

Source: Information provided by CareerSource Suncoast and CareerSource Brevard

Project Operator: CareerSource Suncoast		
Street Address 1: 1112 Manatee Ave. East		
Street Address 2:		
City: Bradenton	State: FL	Zip Code: 34470
Contact Person: Ted Ehrlichman		
Telephone: (941) 714-7449		
FAX: (941) 714-7458		
Email: tehrlichman@careersourcesc.com		
Duration of Project Operator Agreement:	Start: 01/01/2019	End: 12/31/2020
	Total	
Funding Level:	\$447,643	
Number of Participants:	50	
Summary of services provided: Provide disaster recovery assistance to dislocated workers, long-term unemployed individuals, and self-employed individuals who are significantly underemployed because of the opioid crisis as temporary employees. LWDB 18 will connect with substance abuse, mental health, and prevention providers in their local area to hire temporary workers who will receive the work experience and OJT needed to receive a mental health, prevention, or addiction-related certification from Florida's Certification Board. This will allow clients to transition into unsubsidized employment even after grant funds have been exhausted.		
Counties included in Project Operator Service Area: Manatee, Sarasota		

Project Operator: CareerSource Brevard		
Street Address 1: 3880 South Washington Ave. Ste. 102		
Street Address 2:		
City: Titusville	State: FL	Zip Code: 32780
Contact Person: Marci Murphy		
Telephone: (321) 504-7600		
FAX: (321) 385-4343		
Email: murphy@careersourcebrevard.com		
Duration of Project Operator Agreement:	Start: 01/01/2019	End: 12/31/2020
	Total	
Funding Level:	\$1,797,538	
Number of Participants:	150	
Summary of services provided: LWDB 13 will create temporary employment in occupations that can help alleviate the negative impacts of the opioid crisis. Funds from the grant will be prioritized to partners and agencies to develop plans to retain temporary workers. LWDB 13 will also provide training to the temporary workers that meet local and state requirements to assist in employee retention. LWDB will focus on temporary jobs that are open to persons with basic skills and either a high school diploma or GED with training that is readily available through the Florida Certification Board.		
Counties included in Project Operator Service Area: Brevard		

Mission:

To protect, promote & improve the health of all people in Florida through integrated state, county & community efforts.



Rick Scott
Governor

Celeste Philip, MD, MPH
State Surgeon General

Vision: To be the **Healthiest State** in the Nation

November 5, 2018

Don Lusk
Vice President of Operations
Career Source Brevard
297 Barnes Boulevard
Rockledge, Florida 32955

Dear Mr. Lusk,

On behalf of the Florida Department of Health in Brevard County, I am submitting this letter of support for CareerSource Brevard's application for National Health Emergency Phase Two: Disaster Recovery National Dislocated Worker Grant to Address the Opioid Crisis.

Our agency fully supports your collaborative initiative under this grant, and we commit to partner with you through any of our existing services. Your focus through this grant proposal on providing workforce services to individuals in the recovery stages of their treatment to engage or re-engage them in the workforce in growing industries in Brevard County is aligned with our local goals for the community. We also look forward to assisting your efforts to provide skills enhancement to local mental health, addiction, and emergency medical personnel engaging with the population in recovery from addiction in Brevard County.

Our organization is a member of the Brevard Opioid task force and is chairing the subcommittee for healthcare professionals. We are committed to assisting clients needing assistance with treatment. The Department of Health supports all initiatives and access for Medication Assisted Therapy and counseling for Opioid addicted citizens in the community. Our objective is to work together as a community and be equally invested in the opportunity to help Brevard County individuals and families in recovery from addiction to thrive and succeed as productive members of society.

CareerSource Brevard has an obvious sincere interest in seeing Brevard County's community members succeed. The organization has extensive experience in US-DOL/ETA-funded workforce programs.

If you have any questions about our work or our commitment to this project, please do not hesitate to contact me at (321) 454-7112.

Sincerely,

A handwritten signature in cursive script that reads "Maria Stahl".

Maria Stahl, DNP, RN
Administrator/Health Officer



November 5, 2018

U.S Department of Labor
Employment and Training Administration
200 Constitution Ave. NW
Washington, DC 20210

RE: National Health Emergency Phase Two: Disaster Recovery National Dislocated Worker Grants to Address the Opioid Crisis

To Whom It May Concern:

On behalf of CareerSource Brevard, I am happy to confirm our support for the Department of Economic Opportunity's (DEO) response to Phase Two of the National Health Emergency Dislocated Workers Demonstration Grant to Address the Opioid Crisis. This is a fantastic opportunity for DEO and CareerSource Brevard to continue collaboration and execute strategic plans for innovative approaches to address the economic, health, and workforce-related impacts of the opioid epidemic.

We are proud to partner not only with DEO, but to collaborate with CareerSource Suncoast and several community organizations on this initiative. CareerSource Brevard believes that increasing employment opportunities in communities heavily impacted by the opioid crisis is a crucial component of the current efforts aimed at combating the adverse effects of the epidemic. We would like to focus our efforts on providing career services to long-term unemployed individuals who have been adversely affected by the opioid disaster, as well as bring a unified awareness to the community about the opioid crisis and create action steps for awareness, education, and prevention. We also have created Brevard Recovery Works to increase treatment capacity and the number of addicted persons to enter and live sober and productive lives.

This strategic plan includes partnerships from Eckerd Connects, Community Treatment Center, Inc., Doctor's Goodwill Foundation, Inc., and the Brevard Opioid Task Force. We look forward to collaborating with these partners to increase employment opportunities in our communities, enhance the delivery of workforce services to support economic stability and prosperity, and reduce the adverse effects of the opioid crisis in our region.

We look forward to expanding our partnership with DEO and working together to ensure this grant is executed effectively and efficiently per grant guidelines. We hope these initiatives improve the current workforce surrounding the opioid crisis, reduce rates of opioid abuse, and increase job opportunity for our communities.

Sincerely,

A handwritten signature in black ink that reads "Marci Murphy".

Marci Murphy, President



Don Lusk, Vice President, Operations
CareerSource Brevard
297 Barnes Blvd.
Rockledge, FL. 32955

Dear Don:

On behalf of Community Treatment Center, Inc. (CTC), I am happy to confirm our support for CareerSource Brevard's response through the Department of Economic Opportunity's (DEO) application for Phase Two of the National Health Emergency Dislocated Workers Demonstration Grant to address the Opioid Crisis. As a local treatment provider on the front lines of substance abuse treatment, we support innovative approaches to address the economic, health and workforce related impacts of the opioid crisis in Brevard County. This funding will establish the "Brevard Recovery Works" program and will assist in providing jobs and training to those suffering from addiction, family members affected by the opioid crisis and make an impact in expanding the capacity of treatment providers to serve more individuals and families.

CTC will work closely with CareerSource Brevard and the efforts of the Brevard Opioid Task Force to ensure that this funding makes a difference in Brevard County.

Sincerely,

Barbie Thrower, B.S. M.S.

Barbie Thrower, B.S. M.S.
Executive Director/President





*"Spreading goodwill in the
community and around the world"*

Doctor's Goodwill Foundation, USA

P.O. Box 909
Titusville, FL 32781
Phone: 321-735-6492

Email: info@doctorsfoundation.org
www.DoctorsFoundation.org

Board:

Kantilal Bhalani, M.D.
Founder DGF
Chair, Mission Committee
Ashish Udeshi MD
President
Naren C. Shah, M.S.SCORE
Treasurer
Denis Perez, M.D.
Secretary
Sumant Pandya, M.D.
Past President
Naren Shah M.S. SCORE
Executive Director

Chairs:

Sue Tindall
Administrative Assistant
Barbara Carter
PASS Chair
Pat Manning, EdD
Education Chair

Volunteers:

Vijay Amin
Stanley Beberman, M.D.
Gita Bhalani
Melissa Lyon
Captain Jon McBride
Bhavin Patel, M.D.
Mike Shah
Sonal Shah
Mike Thomas

Legal Counsel

Harry A. Jones, Esq.

Financial Counsel

Raskin Shah, CPA

The Doctors' Goodwill Foundation is a 501(c)(3) tax-exempt charitable organization which means that all donations are tax deductible. Your support is sincerely appreciated.

Tax ID 20-0716768

November 5, 2018

Don Lusk
Vice President of Operations
Career Source Brevard
297 Barnes Boulevard
Rockledge, Florida 32955

Dear Mr. Lusk:

On behalf of the Doctors' Goodwill Foundation, I am submitting this letter of support for CareerSource Brevard's, application for National Health Emergency Phase Two: Disaster Recovery National Dislocated Worker Grant to Address the Opioid Crisis and for the provision of services to Brevard County, FL through the National Health Emergency Dislocated Worker Demonstration Grant, via the creation of ***Recovery Works Brevard***.

Our organization fully supports your initiative under this grant and we are committed to collaborating with you through our existing and proposed services. Through this grant proposal, together we will be able to focus on providing workforce services to individuals in the various stages of their recovery program, and then engage or re-engage them in the workforce in growing industries in Brevard County. We look forward to assisting your efforts to provide skills enhancement to those local citizens battling issues related to mental health and addictions, while also working to educate emergency medical personnel who are engaging with the population in recovery in Brevard County.

DGF is an organization committed to resolving issues related to substance use disorders and mental health, particularly pregnant mothers, helping reduce the incidence of opioid addiction by allowing them to become productive. We are active members of the Brevard County Opioid Abuse Task Force. We believe the community must come together to help our residents and families in recovery to thrive and succeed as productive citizens.

One program we are championing, that's had great success in other states, is the "Peer Recovery Support Specialist" – we intend to facilitate the classroom training, the mandated 500 hours of supervised internships, and the engagement with local hospitals, to place in to service those who have two years of "clean time" as they strive to re-enter the workforce to support their peers who are struggling in various stages of recovery.

CareerSource Brevard has an obvious and sincere interest in seeing Brevard County's community members succeed. We support those endeavors 110%!

If you have any questions about our work or our commitment to this project, please do not hesitate to contact me at (321) 298-3351 or email at kbhalani@hotmail.com.

Sincerely,


Kantilal Bhalani, M.D.



Christy Cardillo
Chairman

Eric Troyer
Vice Chair
Treasurer

Ted Ehrlichman
President & CEO

November 6, 2018

U.S. Department of Labor
Employment and Training Administration
200 Constitution Ave. NW
Washington, DC 20210

Subject National Health Emergency Phase Two: Dislocated Worker Demonstration Grants to Address the Opioid Crisis FY 2018 Competitive Grant Announcement (TEGL No. 4-18)

To Whom It May Concern:

On behalf of CareerSource Suncoast (CSS), I am happy to confirm our support to the Department of Economic Opportunity's (DEO) response to Phase Two of the National Health Emergency Dislocated Worker Demonstration Grant to Address the Opioid Crisis. This is a great opportunity for DEO and CSS to continue collaborations and implement strategic plans for innovative approaches to address the economic and workforce-related impacts of the opioid epidemic.

We are proud to partner not only with DEO, but to collaborate with CareerSource Brevard, Manatee Technical College and Suncoast Technical College. CSS and partners will target 50 individuals from Manatee and Sarasota Counties who have been negatively impacted by the opioid crisis to offer appropriate career support and soft skills training. In addition, of those 50, CSS will fund 20 to enter the LPN training program. We believe the training they receive will build the skilled workforce in professions that could impact the causes and treatment of the opioid crisis: addiction treatment, mental health, and pain management. Increasing employment opportunities in communities heavily impacted by the opioid crisis is a crucial component of the current efforts aimed at combating the adverse effects of the epidemic. We are tailoring the Career Pathway curriculum to provide these clients affected by the crisis with supportive services while also increasing soft skills. We will hire an additional CSS counselor who will travel throughout the local area to meet with treatment providers, civic groups, schools, colleges, and other non-profits to collaborate on initiatives and seek referrals.

Collaborating with our partners on this cause will increase employment opportunities in our communities, enhance the delivery of workforce services to support economic stability and prosperity, and reduce the adverse effects of the opioid crisis in our region. We look forward to expanding our partnership with DEO and working together to ensure this grant is executed effectively and efficiently per grant guidelines.

Sincerely,

A handwritten signature in blue ink, appearing to read "Ted Ehrlichman", with a long horizontal flourish extending to the right.

Ted Ehrlichman
President, CEO

**Attachment E:
Negotiated Indirect Cost Rate Agreement**

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