

Grant Modification / Notice of Award

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

GRANT MODIFICATION		No. 4	PROJECT: Dislocated Worker Grants	
GRANT NUMBER: DW-34657-20-60-A-12	EIN: 364706134	EFFECTIVE DATE: 04/01/2021	PAGE 1	
GRANTEE: STATE OF FLORIDA, DEPARTMENT OF ECONOMIC OPPORTUNITY 107 EAST MADISON STREET MSC 120 TALLAHASSE, FLORIDA 32399-6545		ISSUED BY U.S. DEPARTMENT OF LABOR / ETA DIVISION OF FEDERAL ASSISTANCE 200 CONSTITUTION AVENUE NW - ROOM N-4716 WASHINGTON, DC 20210		

Action:

The recipient's modification request received in full on March 11, 2021 is approved with a planned participant count of 5,500.

To re-align the SF-424 in accordance with pages 5 to 7 of this modification.

To re-align the budget and budget narrative in accordance with pages 8 to 11 and 35 to 39 of this modification.

To modify the existing statement of work according to pages 12 to 34 of this modification.

Special Conditions: This modification resolves all outstanding special conditions of award.

YEAR / CFDA PROGRAM ACCOUNT ID	Mod 0-3 CURRENT LEVEL	Mod 4 MODIFICATION	NEW LEVEL	PMS DOC #
FY 20 / 17.277 WIOA DIS WKRS NAT RES - EMERGENCY (ADVANCE) <small>20 -1630-2020-0501742020BD202001740003205DW093A0000AOWI00AOWI00-A90200-410023-ETA-DEFAULT TASK-</small>	\$28,394,746.00	\$0.00	\$28,394,746.00	DW34657S20
PY 20 / 17.277 WIOA DIS WKRS NAT RES – EMERGENCY CORONAVIRUS <small>20 -1630-2020-0501742022TD202001740003205DW035A0000AOWI00AOWI00-ACOVID-410023-ETA-DEFAULT TASK-</small>	\$12,000,000.00	\$0.00	\$12,000,000.00	DW34657YJ0
TOTAL FUND AVAILABILITY	\$40,394,746.00	\$0.00	\$40,394,746.00	

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

Approved
by



Crystal Catlett

Grant Officer

Date Signed 04/05/2021

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: Latanya Lowery
Telephone: 404-302-5354
E-mail: lowery.latanya@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

Indirect (facilities & administrative (F&A)) costs means those costs incurred for a common or joint purpose benefitting more than one cost objective, and not readily assignable to the cost objectives specifically benefitted, without effort disproportionate to the results achieved. Direct costs, by contrast, can be identified specifically with a particular final cost objective, such as a Federal award, or other internally or externally funded activity, or that can be directly assigned to such activities relatively easily with a high degree of accuracy. Identification with the Federal award rather than the nature of the goods and services involved is the determining factor in distinguishing direct from indirect (F&A) costs of Federal awards.

If the DOL serves as the Federal Cognizant Agency (FCA) for the grant award recipient, then the grantee must work with DOL’s Cost & Price Determination Division (CPDD), which has delegated authority to negotiate and issue a Negotiated Indirect Cost Rate Agreement (NICRA) or Cost Allocation Plan (CAP) on behalf of the Federal Government. More information about the DOL’s CPDD is available at <https://www.dol.gov/agencies/oasam/centers-offices/office-of-the-senior-procurement-executive/cost-price-determination-division>. This website has guidelines to develop indirect cost rates, links to the applicable cost principles, and contact information. The CPDD 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 <https://www.dol.gov/agencies/oasam/centers-offices/office-of-the-senior-procurement-executive/cost-price-determination-division/faq>.

If a new NICRA is issued during the grant’s period of performance, it must be provided to DOL within 30 days of issuance. Funds may be re-budgeted as necessary between direct cost categories as long as it is consistent with the 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.

X A. A federally approved NICRA or federally approved CAP covering a portion of the grant period of performance is attached.

Regarding only the NICRA:

(1) Indirect Rate approved: %

(2) Type of Indirect Cost Rate: _____ (i.e. Provisional/Predetermined/Fixed)

(3) Allocation Distribution Base: _____

(4) Current beginning and ending period applicable to rate: _____

Estimated Indirect Costs are shown on the SF-424A budget form.

___ B. (1) _____ The provided NICRA or CAP approved by the FCA does not cover a portion of the period of performance, or

(2) _____ Indirect costs are being claimed on the SF-424A, however an indirect cost rate proposal or CAP has not yet been submitted for approval to the FCA.

URGENT NOTICE: Estimated indirect costs have been specified on the SF-424A, Section B, Object Class Category “j”, however only the de minimis rate of 10% of Modified Total Direct Costs (MTDC) will be released to support the indirect costs in the absence of a NICRA or CAP approved by the FCA. 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 receive documentation 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 grant award recipient, the grantee must submit an indirect cost rate proposal or CAP. If the FCA for indirect costs is DOL, these documents should be submitted to the DOL’s Cost & Price Determination Division (CPDD) (see <https://www.dol.gov/agencies/oasam/centers-offices/office-of-the-senior-procurement-executive/cost-price-determination-division>). Otherwise, they should be submitted to the grant award recipient’s FCA. Alternatively, the grantee may request the de minimis rate if eligible (see section D. below). In addition, the recipient must notify the FPO that the documents have been submitted to the appropriate FCA.

If the grant recipient does not submit a NICRA proposal within 90 days of award, they may be limited to the de minimis rate of 10% of Modified Total Direct Costs (MTDC). See section D below for more details and definitions.

___ C. The grant 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 grant award recipient does not have a current negotiated (including provisional) rate and may elect to charge a de minimis rate of 10% of modified total direct costs (MTDC) which may be used indefinitely. A governmental department or agency unit that receives more than \$35 million in direct Federal funding must submit its indirect cost rate proposal to its cognizant agency for indirect costs and cannot request a de minimis rate. This methodology must be used consistently for all Federal grant awards until such time as the grant award recipient chooses to negotiate for an indirect cost rate, which the grantee may apply to do at any time. See 2 CFR 200.414(f) for more information on use of the de minimis rate. Please be aware that incurred indirect type 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 recovered as part of charging the de minimis rate.

All grant recipients with an approved NICRA or de minimis rate must report indirect costs on their **FINAL** ETA-9130 Form. If a grant recipient has a NICRA and a CAP, only the indirect costs tied to the NICRA are reported on the ETA-9130 Form. The grantee can refer to Training and Employment Guidance Letter (TEGL) 20-19 and https://www.doleta.gov/grants/pdf/ETA-9130_Financial_Reporting_Resources.pdf for additional guidance.

7. Approved Statement of Work

This project's narrative is the approved SOW. It has been included as Attachment D. If there is any inconsistency between the project narrative and the program statute, appropriation, regulations, Executive Orders, Uniform Guidance, OMB Circulars, and DOL/ETA directives, the order of precedence (as described in Section 1. above) will prevail.

8. Approved Budget

The grant award recipient's budget documents are attached in this NOA. 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 grant award recipient, the grantee 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 part 200 or as a part of the grant award as requiring prior approval. The Grant Officer is the only official with the authority to provide such approval. Any changes to the budget that impact the Statement of Work

SF - 424

Application for Federal Assistance SF-424

* 1. Type of Submission:

- Preapplication
- Application
- Changed/Corrected Application

* 2. Type of Application:

- New
- Continuation
- Revision

* If Revision, select appropriate letter(s):

E: Other (specify)

* Other (Specify):

Modification Update

* 3. Date Received:

[Redacted]

4. Applicant Identifier:

[Redacted]

5a. Federal Entity Identifier:

[Redacted]

5b. Federal Award Identifier:

[Redacted]

State Use Only:

6. Date Received by State:

[Redacted]

7. State Application Identifier:

[Redacted]

8. APPLICANT INFORMATION:

* a. Legal Name:

Florida Department of Economic Opportunity

* b. Employer/Taxpayer Identification Number (EIN/TIN):

36-4706134

* c. Organizational DUNS:

9689306640000

d. Address:

* Street1:

107 E. Madison St.

Street2:

MSC 120

* City:

Tallahassee

County/Parish:

Leon

* State:

FL: Florida

Province:

[Redacted]

* Country:

USA: UNITED STATES

* Zip / Postal Code:

32399-6545

e. Organizational Unit:

Department Name:

[Redacted]

Division Name:

[Redacted]

f. Name and contact information of person to be contacted on matters involving this application:

Prefix:

Mr.

* First Name:

Daniel

Middle Name:

[Redacted]

* Last Name:

Penn

Suffix:

[Redacted]

Title:

Chief, Bureau Of One Stop & Program Support

Organizational Affiliation:

[Redacted]

* Telephone Number:

850-245-7466

Fax Number:

[Redacted]

* Email:

casey.penn@deo.myflorida.com

Application for Federal Assistance SF-424

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

A: State Government

Type of Applicant 2: Select Applicant Type:

Type of Applicant 3: Select Applicant Type:

* Other (specify):

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

U.S. Department of Labor/ETA

11. Catalog of Federal Domestic Assistance Number:

17.277

CFDA Title:

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

*** 12. Funding Opportunity Number:**

N/A

* Title:

N/A

13. Competition Identification Number:

N/A

Title:

N/A

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

Add Attachment

Delete Attachment

View Attachment

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

FL - Disaster - Covid 19

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="40,394,746.00"/>
* b. Applicant	<input type="text"/>
* c. State	<input type="text"/>
* d. Local	<input type="text"/>
* e. Other	<input type="text"/>
* f. Program Income	<input type="text"/>
* g. TOTAL	<input type="text" value="40,394,746.00"/>

*** 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:

SF-424A

BUDGET INFORMATION - Non-Construction Programs

OMB Number: 4040-0006
Expiration Date: 02/28/2022

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. GRANTEE ADMINISTRATIVE		\$	\$	92,308.00	\$	\$ 92,308.00
2. GRANTEE TOTAL OPERATIONS				40,302,438.00		40,302,438.00
3.						
4.						
5. Totals		\$	\$	40,394,746.00	\$	\$ 40,394,746.00

SECTION B - BUDGET CATEGORIES

6. Object Class Categories	GRANT PROGRAM, FUNCTION OR ACTIVITY				Total (5)
	(1) GRANTEE ADMINISTRATIVE	(2) GRANTEE TOTAL OPERATIONS	(3)	(4)	
a. Personnel	\$ <input type="text"/>	\$ <input type="text" value="137,576.00"/>	\$ <input type="text"/>	\$ <input type="text"/>	\$ <input type="text" value="137,576.00"/>
b. Fringe Benefits	<input type="text"/>	<input type="text" value="52,280.00"/>	<input type="text"/>	<input type="text"/>	<input type="text" value="52,280.00"/>
c. Travel	<input type="text"/>	<input type="text" value="25,050.00"/>	<input type="text"/>	<input type="text"/>	<input type="text" value="25,050.00"/>
d. Equipment	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>
e. Supplies	<input type="text"/>	<input type="text" value="8,667.00"/>	<input type="text"/>	<input type="text"/>	<input type="text" value="8,667.00"/>
f. Contractual	<input type="text"/>	<input type="text" value="40,055,759.00"/>	<input type="text"/>	<input type="text"/>	<input type="text" value="40,055,759.00"/>
g. Construction	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>
h. Other	<input type="text"/>	<input type="text" value="23,106.00"/>	<input type="text"/>	<input type="text"/>	<input type="text" value="23,106.00"/>
i. Total Direct Charges (sum of 6a-6h)	<input type="text"/>	<input type="text" value="40,302,438.00"/>	<input type="text"/>	<input type="text"/>	\$ <input type="text" value="40,302,438.00"/>
j. Indirect Charges	<input type="text" value="92,308.00"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	\$ <input type="text" value="92,308.00"/>
k. TOTALS (sum of 6i and 6j)	\$ <input type="text" value="92,308.00"/>	\$ <input type="text" value="40,302,438.00"/>	\$ <input type="text"/>	\$ <input type="text"/>	\$ <input type="text" value="40,394,746.00"/>
7. Program Income	\$ <input type="text"/>	\$ <input type="text"/>	\$ <input type="text"/>	\$ <input type="text"/>	\$ <input type="text"/>

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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.	GRANTEE ADMINISTRATIVE	\$ <input type="text"/>	\$ <input type="text"/>	\$ <input type="text"/>	\$ <input type="text"/>
9.	GRANTEE TOTAL OPERATIONS	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>
10.	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>
11.	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>
12. TOTAL (sum of lines 8-11)		\$ <input type="text"/>	\$ <input type="text"/>	\$ <input type="text"/>	\$ <input type="text"/>

SECTION D - FORECASTED CASH NEEDS

	Total for 1st Year	1st Quarter	2nd Quarter	3rd Quarter	4th Quarter
13. Federal	\$ <input type="text"/>	\$ <input type="text"/>	\$ <input type="text"/>	\$ <input type="text"/>	\$ <input type="text"/>
14. Non-Federal	\$ <input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>
15. TOTAL (sum of lines 13 and 14)	\$ <input type="text"/>	\$ <input type="text"/>	\$ <input type="text"/>	\$ <input type="text"/>	\$ <input type="text"/>

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.	GRANTEE ADMINISTRATIVE	\$ <input type="text"/>	\$ <input type="text"/>	\$ <input type="text"/>	\$ <input type="text"/>
17.	GRANTEE TOTAL OPERATIONS	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>
18.	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>
19.	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>
20. TOTAL (sum of lines 16 - 19)		\$ <input type="text"/>	\$ <input type="text"/>	\$ <input type="text"/>	\$ <input type="text"/>

SECTION F - OTHER BUDGET INFORMATION

21. Direct Charges: <input type="text"/>	22. Indirect Charges: <input type="text" value="Total Personnel & Fringe Benefits at 48.1823%"/>
23. Remarks: <input type="text"/>	

Budget Narrative

GRANTEE LEVEL

Personnel	Annual Salary	FTE %	Years	Total
Government Operations Consultant III (Program)	54,000.00	75.0%	2.00	81,000.00
Senior Management Analyst Supervisor (Program)	68,400.00	10.0%	2.00	13,680.00
Government Operations Consultant I (Program)	35,000.00	50.0%	2.00	35,000.00
Government Operations Consultant II Monitor (Admin)	56,400.00	7.0%	2.00	7,896.00
Total Personnel				137,576.00
	Total Personnel Cost During Period			
Fringe Benefits			Fringe Rate	Total
Government Operations Consultant III (Program)	81,000.00		38%	30,780.00
Senior Management Analyst Supervisor (Program)	13,680.00		38%	5,199.00
Government Operations Consultant I (Program)	35,000.00		38%	13,301.00
Government Operations Consultant II Monitor (Admin)	7,896.00		38%	3,000.00
Total Fringe benefits @ 38% personnel (FICA, WC, Retirement, Health)				52,280.00
Travel 16 trips for 4 Staff members @ \$665 per trip (4 travelers in state, two hotel nights at \$125 per traveler, meals and per diem at \$140 per traveler, rental car, tolls, and gas at \$110 per trip)				25,050.00
Staff Supplies \$4,333.5 per year - General Office consumables and Supplies, including tablets & hot spots				8,667.00
Shared Costs				
Shared Agency Overhead Costs (Rent, cost pool allocations for utilities and internet, data processing)				18,106.00
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 and is not included in the Indirect Rate.)				5,000.00
Total Shared Costs				23,106.00
Contractual - Program Operator Expenses				
Temporary Jobs 1500 @ \$10,819.25 @ \$15.01 per hour	1,500	\$10,819.25		16,228,875.00
Fringe benefits @ 10%				1,622,888.00
Subcontract: Staffing Agency Fee/Workers Comp @ 25% of temp job wages & benefits				4,462,941.00
Career Services 2000 @ \$1,500. (Costs include 750 participants in work experiences @ \$3,250 + 2000 career services @ \$281.25. Participants include individuals enrolled in a temp job, training, and/or career services only.)	2,000	\$1,500		3,000,000.00
Training not including OJT 600 @ \$4000	600	\$4,000		2,400,000.00
OJT 50 participants @ \$4000	50	\$4,000		200,000.00
Supportive services - 1500 participants @\$225	1,500	\$225		337,500.00
30 Project Staff (case managers, worksite developers, supervisors for two years)	\$39,995	100%		2,399,700.00
Fringe benefits @ 24%				575,928.00
Staff Travel 30 program staff x \$120/week x 104 weeks: mileage for outreach and worksite visits.				374,400.00
Staff supplies 30 program staff x \$20/week x 104 weeks.				
General office consumables and supplies, including tablets and hot spots.				62,400.00
Pooled Career Center Costs (non-admin) @ 15% of direct project operator costs)				4,749,694.00
Admin Costs @ 10%				3,641,433.00
Total Contractual - Planned # of participants to be served: 2,750				40,055,759.00
Indirect Rate xxx% of Total Personnel + fringe benefits (137,576+52,280)*48.6198%=\$92,308				92,308.00
TOTAL GRANT				40,394,746.00

Statement of Work



March 5, 2021

Ms. Latanya Lowery, Federal Project Officer
National Dislocated Worker Grants
U.S. Department of Labor
Sam Nunn Federal Center
61 Forsyth Street, S.W., Room 6M12
Atlanta, GA 30303

Dear Ms. Lowery:

SUBJECT: Disaster Florida COVID-19 Grant (DW-34657-20-60-A-12) – Modification of Full Application

The Florida Department of Economic Opportunity (DEO) is responding to the questions we received on December 29, 2020 from the Department of Labor regarding our Disaster Florida COVID-19 grant (DW-34657-20-60-A-12), dated October 29, 2020. Our responses are outlined below.

1. Community Needs Assessment:

Updated in the Need Determination & Monitoring Section.

2. Proposed Disaster-relief Jobs:

- a. Deleted on page 11 “cleanup and sanitation of small businesses...” because no feedback from LWDBs showing need.
- b. Updated statement of work on page 11 to omit “other case management services.”
- c. Updated a revised list of disaster relief job categories, reflecting only those approved in this modification.

3. Budget Narrative:

- a. **Break-out of administrative costs:** The salaries, benefits, and travel listed in the budget narrative are for programmatic staff directly charging these expenditures to the NDWG and are not administrative costs as defined by 20 CFR 683.215, with the exception of wages & benefits for the monitoring position (which are administrative). See budget narrative.
- b. **Travel:** DEO staff related travel is estimated to be around \$25,050 which averages around \$665 per trip for 4 DEO staff. Travel is for program implementation and technical assistance. Contractual program operator travel is for mileage for LWDB staff to conduct outreach, as well as manage and oversee worksite activities. Contractual travel is estimated to be around \$374,400 for the life of the grant. It averages around \$120 a week for 30 staff members.

Florida Department of Economic Opportunity | Caldwell Building | 107 E. Madison Street | Tallahassee, FL 32399
850.245.7105 | www.FloridaJobs.org
www.twitter.com/FLDEO | www.facebook.com/FLDEO

An equal opportunity employer/program. Auxiliary aids and service are available upon request to individuals with disabilities. All voice telephone numbers on this document may be reached by persons using TTY/TTD equipment via the Florida Relay Service at 711.

c. Staff Supplies:

- a. **DEO:** It is estimated that \$4,749 will be needed per year for a two-year maximum. A total cost of \$9,498.
- b. **LWDBs:** 30 program staff x \$20/week x 104 weeks for a total of \$62,400.
- c. General office consumables and supplies consist of but are not limited to office supplies, cell phones, personal supplies and tools for disaster clean up. Most of the cost is estimated to be used for personal supplies and tools needed for disaster activities.

d. Contractual Costs: DEO does not pay the staffing agency directly. Instead, LWDBs pay the staffing costs out of their own subawards. DEO has made a staffing contract available for LWDBs to use through purchase orders with the staffing agency. LWDBs may also use their own contracts with any staffing agency. Please see attached contract operator/worksites information.

e. Project Operator: Please see attached project operator information.

f. Disaster relief job rates: Job rates vary from minimum wage to over \$20 per hour.

g. Update cost calculations: Updated the case manager, supervisor cost calculation to reflect the correct number of positions. 30 Project Staff (case managers, worksite developers, supervisors for two years) for a total of \$2,399,700.

h. Pooled Costs: The pooled costs detailed in the budget narrative represent a projection of the NDWG's fair share of directly allocated career center costs that are incurred in order to implement and carry out specific support of the grant activities. These costs are allocated based on each project operators cost allocation plan and include, but may not be limited to rent, utilities, and data processing.

4. Work on Private Property:

a. Category requiring clarification: Deleted – see response from 2a above.

If you have any questions or need additional information, please contact me at (850) 245-7126 or email Caroline.Womack@deo.myflorida.com.

Sincerely,



Caroline Womack, Chief
Bureau of Financial Management

CW/ch

**COVID-19
DISASTER RECOVERY NATIONAL DISLOCATED WORKER GRANT (DWG)
SUGGESTED FULL APPLICATION WORKSHEET**

Grant Recipient Name: FLORIDA DEPARTMENT OF ECONOMIC OPPORTUNITY (DEO)	
Project Name: Disaster-FL-COVID-19	
Grant Number: DW-34657-20-60-A-12	
Are all quarterly reports up to date? <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No	

Check applicable requests made in this modification request:	
<input type="checkbox"/> Full Application	<input checked="" type="checkbox"/> Budget Realignment
<input type="checkbox"/> Statement of Work Change	<input checked="" type="checkbox"/> Response to Outstanding Terms and Conditions
<input type="checkbox"/> Incorporate Negotiated Indirect Cost Rate Agreement (NICRA) or Cost Allocation Plan (CAP)	<input type="checkbox"/> Period of Performance Change Requesting an extension to: (insert date)
<input type="checkbox"/> Change of Address or Authorized Representative Information	<input type="checkbox"/> Equipment Purchase
<input type="checkbox"/> Other:	<input type="checkbox"/> Request for Additional Funding

Enrollment Summary – Update for Disaster-Relief Employment			
	For Modifications		
	Initial Projection	Enrolled to Date	Projected New Enrollments
Number of Participants in Disaster-Relief Employment <i>Only</i>	9,250	258	750
Number of Participants in Career and Training Services <i>Only</i>	500	767	1,250
Number of Participants in <i>Both</i> Disaster-Relief Employment <i>and</i> Career and Training Services	250	389	750
Participant Totals	10,000	1,414	2,750

Eligible Participants – Individuals receiving services through a Disaster Recovery DWG must meet one of the following criteria. Select all that apply:
<input checked="" type="checkbox"/> Temporarily or permanently laid off as a consequence of the disaster
<input checked="" type="checkbox"/> A dislocated worker
<input checked="" type="checkbox"/> A long-term unemployed worker
<input checked="" type="checkbox"/> A self-employed individual who became unemployed or significantly under-employed as a result of the disaster or emergency

Geographic Area to Be Served: List the counties/parishes to be served by this project. Also indicate additions/deletions since the submittal of the initial application, and why the change was made.
All 67 counties in Florida

Community Needs Assessment:

Summarize the impact of COVID-19 in the proposed service area.

Identify new information determined since submission of the emergency application.

Identify the specific needs to be addressed in the proposed service area.

Describe how these needs were identified and how they will be monitored throughout the grant period.

Explain how the disaster-relief employment will address the specific needs stated above.

Impact of COVID-19 on Florida

Due to the COVID-19 public health emergency and the efforts to contain it, the national unemployment rate more than tripled from 3.3 percent in June 2019 to 10.4 percent in June 2020. The state's number of individuals unemployed increased by 701,000 simultaneously with an increase of 530,000 individuals reported as "not in the workforce" for a net job loss effect of close to over 1.23 million positions (12 percent of the state's workforce) in June 2020 (as compared to June 2019). The significant increase in individuals "not in the workforce" may be due to workers being furloughed with an anticipated return date, lack of adequate jobs to apply for, and the availability of unemployment assistance temporarily without the required job search activities.

The state of Florida administered the Business Damage Assessment survey to assess the impact of COVID-19 on Florida's local businesses. The survey, managed by the Florida Department of Economic Opportunity (DEO), identified leisure and hospitality industries as the most severely impacted industry for the state. The survey indicated that over half of the layoffs reported occurred in businesses identifying themselves as food & dining, entertainment, transportation and retail merchants; businesses often associated with Florida's tourism industry. Of those, 20 percent of the reported layoffs were described as permanent. The survey indicated a total estimated cost of damage from the pandemic at \$2.1 trillion. In the same vein,

DEO received Worker Adjustment and Retraining Notification (WARN) Notices since the start of the pandemic to date from 621 businesses with 145,000 workers laid off or furloughed. Of those businesses, 501 (80 percent) were restaurants, hotels, and other tourism enterprises.

The long-term effect on state and local government will be devastating as Florida's economy and subsequent tax revenue is highly dependent on tourism. Much of the tax base comes from sales taxes and other fees that are replenished by visitors to the state. As a result, local governments around the state are re-evaluating their current and future budgets and already making cuts to respond to the loss of tax revenues.

The state is still seeing a steady growth of Florida residents testing positive for COVID-19. While the more severe health consequences are felt by those over the age of 54, the largest number (66%) of those testing positive are working-age adults (25 to 64). This indicates a continued impact to the workforce in general and the affected industries in particular.

Specific Needs

The community needs are similar around the state:

- Gathering, moving, storing and distributing food and other necessary supplies. Food production, transportation, warehousing, and distribution have been disrupted by the closing of restaurants and convention facilities in the state, as well as the loss of volunteers due to social distancing. 35% of the civilian workforce is unemployed and without pay related to CV-19. Over 2.5 million missing meals due to employment disruption. Food distribution networks (Feeding America/Feeding Florida) have experienced a 60% loss of volunteers. Homebound individuals cannot access needed food and supplies because they cannot go to the grocery store. 80% of Meals on Wheels program have seen doubling of demand, underlying an acute need for elderly receiving shopping assistance for food & other essentials. Additional need for meal preparation and distribution for high-risk/quarantined individuals, as well as for those essential workers in public health/public safety.
- With current efforts to roll out vaccinations against the COVID-19 virus, there is an urgent need for assistance in scheduling, intake, traffic control, and follow-up related to the vaccination campaign.
- Sheltering of homeless and others required to quarantine away from home. Residents of homeless shelters have been moved out of shelters and spread out throughout the community, while receiving same level of service. At the same time, facilities helping the homeless have been losing (or cutting back on) volunteers to provide services due to concerns about COVID-19 and the need for social distancing. Case managers for homeless population, including interim housing to maintain social distancing.
- Providing sanitation, and implementing safe practices at agencies that serve the public, including testing sites, hospitals & clinics, social service agencies, and state and local governmental offices. Testing centers need workers to implement and enforce safety protocols, gather necessary data, and maintain sanitary standards. There are 247 recognized testing sites in the state. 349 hospitals and hundreds of county health offices around the state are facing harsh financial pressure, with an

estimated \$202 billion in losses to the industry nationally.

- Contact tracing. Contact tracing required to halt spread of CV-19. Estimated need for contact tracers by the National Association of County and City Health Officials: 6,443. Florida currently has 2,300, according to the Florida Health Department. These positions, funded by the state, are housed in county health departments. However, the potential exists for the need to hire more.
- Providing case management/support to individuals who are affected by the pandemic to assist their receiving needed services, and related recordkeeping. Call centers (211 agencies) are experiencing a 100% increase in calls from individuals suffering anxiety or depression as a result of confinement or job loss. This increase also manifests at mental health clinics. The state is providing public assistance to an additional 1.1 million Floridians since the start of the pandemic. Local governmental service divisions have case backlogs due to temporary closures and are still short-staffed due to need for quarantine and social distancing. LWDBs have worked with their local agencies to determine the level of need to provide needed services to their constituents, in spite of the slowdown due to illness and quarantine requirements.

Grant funds will be used to fund wages and benefits for the identified positions, as well as supportive services for temporary disaster-relief workers. The funds may not be used to provide actual benefits to clients served by the temporary disaster-relief workers.

Service priorities include: placing laid-off workers into income-earning jobs and retooling laid-off workers whose industries are anticipated to take a long time to recover (or may not fully recover). Security guards, senior care, landscaping, online banking services, call centers, contact tracers and other medical service employment are seeing an increased demand, as well as manufacturing positions. While commercial construction is slowing down, there is an ongoing need for residential construction to deal with the damage caused by Hurricanes Irma and Michael. The need for telework in the financial and education sectors has emerged due to the pandemic. A strong, national broadband network will be needed to supply this increased demand for telework employees. Such a network will facilitate employment beyond large metro areas and into rural areas. As federal and state leaders envision the expansion of the broadband network into remote areas, utility line service positions will be created. LWDBs are uniquely positioned to identify just-in-time trends in the local workforce demand. They will identify new and ongoing needs for training/retooling/upskilling dislocated workers within their areas and access appropriate training to meet those needs.

Need Determination & Monitoring

DEO is the lead agency for Function 18 of the state's Comprehensive Emergency Management Plan—Business, Industry, and Economic Stabilization. DEO's Emergency Management Coordinator is currently stationed at the Emergency Control Center where he participates in daily phone calls with other state agencies emergency management teams, as well as daily calls with county emergency management personnel. During these calls, he reminds emergency management partners of the availability of assistance from this grant. He also takes note of any need for temporary disaster-relief workers and communicates this information to the DWG team. The team reaches out to agencies thus identified and communicates with LWDBs to help fill these needs. DEO staff will meet at least quarterly with LWDBs to review and analyze WARN Notices as well as news articles and information from LWDBs to gauge workforce trends and coordinate with LWDBs on ways to proactively assist employers as well as impacted workers.

LWDBs are engaged with their local emergency management agencies, local businesses, and service agencies to assess the specific needs and priorities to help their communities recover from the public health emergency. The relationship between LWDBs and local businesses allows for a rapid and personalized approach to assist those in need in getting back to work.

The determination of need for a temporary job is based on answering two questions: 1) What is the disaster-relief work that needs to be done through funded temporary positions? 2) Why are grant funds needed for these positions? A list of temporary positions is provided in the table on the following page.

LWDBs are instructed that such questions need to be answered periodically to ensure that temporary disaster-relief worksites continue to meet the requirements of the grant and the disaster-recovery needs of the community. LWDBs submit quarterly worksite reports to DEO that are reviewed to determine the suitability of worksites and temporary disaster-relief positions.

Training Needs:

Workers from the hospitality, retail, and transportation fields have been hit particularly hard by this public health emergency. It is predicted that some of them will not be able to return to their previous occupations, while others will see their hours reduced. These future long-term unemployed/ underemployed workers will need retraining for opportunities in other fields. Some of the fields already identified include: medical, information technology, construction, manufacturing, education, financial. DEO and state educational and workforce partners, as well as LWDBs work with industry associations, and economic development agencies to identify short, medium and long-term talent needs. As new demand is identified by local employers, LWDBs will develop training protocols to provide job-ready candidates, using a blend of short-term occupational skills training, degree-seeking opportunities, and work-based training.

Displaced workers without a high-school diploma or GED are at a disadvantage in obtaining self-sufficient employment. In some areas, there is also a need for English as a second language. Grant funds are available to provide basic skills, English as a second language, and GED preparation courses.

Proposed Disaster-Relief Jobs
(For grant recipient completion)

Statement of Need		Project Activities	Requirements to Carry Out Disaster-Relief Positions	Partners
<p>Needs: Identify each need resulting from the disaster that the project proposes to address.</p>	<p>Areas Where Need Exists: Identify where this need exists within the project's proposed service area.</p>	<p>Disaster-Relief Jobs to Address Need: Identify the general types of disaster-relief work to address the stated need. Disaster-relief positions may address cleanup resulting from the impact of the disaster event, along with the humanitarian assistance needs created by the disaster.</p>	<p>Training or Supplies Needed for Disaster-Relief Positions: Identify the resources required to carry out the disaster-relief positions. Include training needs, supplies, supportive services, etc.</p>	<p>Partners Involved with Establishing the Disaster-Relief Positions: Identify the entities involved with establishing the positions, such as project operators, worksite employers, establishments where disaster-relief employment will take place, etc. NOTE: In all cases, Local Workforce Development Boards (LWDB) will be involved as project operators. In some situations, LWDBs may use staffing agencies as employers of record. Entities listed below will be worksite employers.</p>

<p>Food services. Food production, transportation, warehousing, and distribution have been disrupted by the closing of restaurants and convention facilities in the state, as well as the loss of volunteers due to social distancing. 35% of the civilian workforce is unemployed and without pay related to CV-19. Over 2.5 million missing meals due to employment disruption. Food distribution networks (Feeding America/Feeding Florida) have experienced a 60% loss of volunteers.</p>	<p>All LWDBs</p>	<p>Temporary disaster-relief workers will collect and transport food from producers, wholesalers and other distributors to food bank and other charitable facilities; warehouse (store, inventory) food products; distribute food products to local governmental and community-based service agencies; and distribute food to individuals within the communities.</p>	<p>Training in food handling, resource management, occupational safety skills, commercial drivers' license, PPE, cell phones, laptops/tablets.</p>	<p>Local governmental and private community-based service organizations.</p>
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<p>Food services. Homebound individuals cannot access needed food and supplies because they cannot go to the grocery store. 80% of Meals on Wheels program have seen doubling of demand, underlying an acute need for elderly receiving shopping assistance for food & other essentials. Additional need for meal preparation and distribution for high-risk/quarantined individuals, as well as for those essential workers in public health/public safety.</p>	<p>All LWDBs</p>	<p>Personal shoppers and delivery drivers to shop, package, and deliver groceries and other supplies to homebound community members, and run errands as needed for homebound individuals.</p>	<p>Training in food safety, sanitization, and COVID- 19 symptoms/prevention, PPE, transportation.</p>	<p>Community-based stores and food banks will partner to make goods available online for home shoppers.</p>
<p>Food services. Meal preparation & distribution for individuals identified as high-risk or quarantined due to COVID-19.</p>	<p>All LWDBs</p>	<p>Temporary food workers will prepare meals, package, and distribute prepared meal for home-bound or quarantined individuals.</p>	<p>Training in food safety, sanitization, and COVID-19 symptoms/prevention, PPE, transportation.</p>	<p>Local governmental and private community-based service organizations.</p>

<p>Contact tracing required to halt spread of CV-19. Estimated need for contact tracers by the National Association of County and City Health Officials: 6,443. Florida currently has 2,300, according to the Florida Health Department. These positions, funded by the state, are housed in county health departments. However, the potential exists for the need to hire more.</p>	<p>All LWDBs</p>	<p>Contact tracers will facilitate contact identification, contact listing, and contact follow-up.</p>	<p>Cell phones, laptops/tablets, occupational training, interpreters. These positions should be remote but may require occasional site visits.</p>	<p>Local health departments, hospitals.</p>
<p>Vaccination coordinators: With current efforts to roll out vaccinations against the COVID-19 virus, there is an urgent need for assistance in scheduling, intake, and follow-up.</p>	<p>All LWDBs</p>	<p>Temporary disaster-relief workers will conduct outreach to schedule, conduct intake and follow-up for COVID-19 vaccinations.</p>	<p>Cell phones, laptops/tablets. These positions should be remote but may require occasional site visits.</p>	<p>Local health departments & other agencies responsible for vaccinations.</p>
<p>Cleanup and sanitation at testing and vaccination centers which need workers to implement and enforce safety protocols, gather necessary data, and maintain sanitary standards. There are 247 recognized testing sites in the state.</p>	<p>All LWDBs</p>	<p>Temporary disaster-relief workers will enforce safety protocols and patient flow, gather and record data from patients, and sanitize testing and vaccination facilities.</p>	<p>Personal protection equipment (PPE), occupational safety training.</p>	<p>Public testing sites.</p>

<p>Cleanup and sanitation at medical facilities which need workers to implement and enforce safety protocols, gather necessary data, and maintain sanitary standards. There are 349 hospitals and hundreds of county health offices around the state</p>	<p>All LWDBs</p>	<p>Temporary disaster-relief workers will enforce safety protocols and patient flow, gather and record data from patients, and sanitize facilities.</p>	<p>PPE, occupational safety training, medical assistance training.</p>	<p>Local health departments, hospitals.</p>
<p>Cleanup and sanitation to collect PPE improperly discarded that poses a danger to the community.</p>	<p>All LWDBs</p>	<p>Cleanup crews will be set up to patrol areas where PPE are improperly disposed of (e.g., parks, beaches) & dispose of such items following proper sanitary protocols</p>	<p>Training in sanitization, infectious diseases, and COVID- 19 symptoms/prevention. Sanitation supplies, gloves, face masks, disinfectants, foggers, protective gear, smartphone w/thermometer sensor/app, and COVID-19 testing kits.</p>	<p>Local, state, and federal government (with public properties).</p>

<p>Cleanup and sanitation at governmental facilities and social service agencies which require additional staff to enforce safety protocols, traffic flow and sanitize common areas. The state has hundreds of these agencies that are set up to provide services to Floridians, including Local Workforce Development Boards, Courts, County offices, City utilities, Department of Children and Families (administer SNAP and TANF), and other agencies that help applicants receive public/humanitarian assistance. All of these systems--unemployment compensation/pandemic unemployment assistance, SNAP and TANF have seen increases that top one million new cases. Efforts made by these agencies to be open to foot traffic requires sound sanitizing and social distancing procedures be in place and enforced. None of these agencies have a budget for such expenses.</p>	<p>All LWDBs</p>	<p>Security personnel will enforce social distancing and traffic flow; sanitary personnel (cleaners) will disinfect common areas.</p>	<p>Training in communication, security, occupational safety skills, sanitization, infectious diseases, and COVID-19 symptoms prevention</p> <p>PPE, sanitation supplies, gloves, face masks, disinfectants, foggers, protective gear, smartphone w/thermometer sensor/app, and COVID-19 testing kits.</p>	<p>Local governmental and private community-based service organizations, including LWDBs.</p>

<p>Public support. Call centers (211 agencies) are experiencing a 100% increase in calls from individuals suffering anxiety or depression as a result of confinement or job loss. This increase also manifests at mental health clinics.</p>	<p>All LWDBs</p>	<p>Peer counselors and resource coordinators will be placed remotely to work with call centers, local workforce centers, and community centers to provide peer-to-peer counseling and help connect individuals with proper resources. Peer-to-peer counselors will help callers develop personal plans to support their mental and physical health as well as their critical resource needs.</p>	<p>Training in peer-to-peer counseling, virtual counseling, unemployment insurance, community resources, and planning. These positions may be remote.</p>	<p>Local health departments, mental health clinics, and community-based service agencies.</p>
<p>Public support. Service advocates/case managers/eligibility specialists needed to ensure citizens receive appropriate services during the pandemic (to include home visits) to vulnerable populations due to increase caseload due to COVID-19. The state is providing public assistance to 1.1 million Floridians since the start of the pandemic.</p>	<p>All LWDBs</p>	<p>Disaster-relief case managers will contact at-risk members of the community to assess their needs during the public health emergency (on-site and/or remotely), determine customers' eligibility for services, receive and process applications for service, and provide and/or connect those eligible for services to appropriate resources.</p>	<p>Training in communication, case management and occupational safety skills, PPE, cell phones, laptops/tablets.</p>	<p>Local governmental and private community-based service organizations, including LWDBs.</p>
<p>Sheltering. Residents of homeless shelters have been moved out of shelters and spread out throughout the community, while receiving same level of service. At the same time, facilities helping the homeless have been losing (or cutting back on) volunteers to provide services due to concerns about COVID-19 and the need for social distancing. Staffing for interim housing and maintaining social distancing.</p>	<p>All LWDBs</p>	<p>Disaster-relief housing case managers will work with homeless members of their communities to help them maintain social distancing.</p>	<p>Training in communication, case management and occupational safety skills, PPE, cell phones, laptops/tablets</p>	<p>Local governmental and private community-based service organizations</p>

Public support. For = COVID-19 humanitarian services, record-keeping assistance is needed to track the flow of customers, assessed needs, client eligibility, provision of services & referrals, and follow-up.	All LWDBs	Temporary disaster-relief workers will track information about needs and services provided to individuals affected by COVID-19 and its economic impact.	Microsoft Office applications.	Local governmental and private community-based service organizations, including LWDBs.
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Monitoring/Oversight Plan for Worksites

Describe internal controls in place for tracking and monitoring project activities, including worksites and worksite employers, to ensure compliance with federal requirements and grant terms.

All participants placed in a temporary disaster-relief jobs are recorded in the state's management information system, Employ Florida. DEO and LWDBs are thus able to track project activities, including the O*Net codes for temporary disaster-relief positions. DEO program management and staff receive weekly reports of grant activities. Program staff also work with their counterparts in financial management to review grant expenditures monthly and combine participant information and financial information in dashboards that are presented to management monthly.

[Administrative Policy 100 – Work-Based Training](#) sets out the monitoring requirements for work-based activities both by DEO and by LWDBs to ensure compliance with federal and state laws.

LWDBs will put in place a monitoring plan for work-based activities (temporary disaster-relief employment or other work-based training allowed under the Workforce Innovation and Opportunity Act) that involves regular site visits or call-ins when site visits are not feasible or advisable. Each worksite will receive at least one such visit per quarter. Interviews of supervisors and workers will take place to ensure that assigned workers are in place, that the work conducted is consistent with the worksite agreement (for temporary disaster-relief employment, the work is for disaster-recovery activities only) and to determine whether any correction or change needs to be made to the agreement or the assignment. Additionally, LWDBs will ensure that established payroll mechanisms are adequate to track cumulative hours worked and that they do not exceed one year or 2,080 hours.

LWDBs will submit a quarterly report on their worksite monitoring activities to DEO. DEO will conduct remote spot checks on selected worksites. The result of the spot checks will be documented and provided to affected LWDBs.

The state's annual programmatic monitoring activities will include a review of participating LWDBs' worksite monitoring plan and activities, in addition to participant file reviews (with related documents, such as worksite agreements).

Proposed Employment and Training Services
(For grant recipient completion)

Statement of Need		Project Activities	Requirements to Carry Out Employment and Training Services	Partners/Service Providers
Needs: Identify career and training needs resulting from the disaster that the project proposes to address.	Area Where Need Exists: within the project's proposed service area.	Employment and Training Services to Address Need: Identify career and training services to address the stated need. Include credentials and length of time needed to complete training. Training must be completed within the grant period.	Employment and Training Resources and Supplies: Identify the resources required to carry out the career and training services, such as support technology, subscriptions, and internet access.	Partners/WIOA Service Providers/Contracted Services: Identify community partners, WIOA service providers, and other contracted services the recipient will use to implement required activities.
Workers from the hospitality, retail, and transportation fields have been hit particularly hard by this public health emergency. It is predicted that some of them will not be able to return to their previous occupations, while others will see their hours reduced. These future long-term unemployed/ underemployed workers will need retraining for opportunities in other fields. Some of the fields already identified include: medical, information technology, construction, manufacturing, education, financial.	All LWDBs	Training needs will include: occupational skills training provided through Individual Training Accounts, On-the-Job Training, Registered Apprenticeships, and/or Customized Training. Career services will include, but not be limited to, any or all of the following: objective assessment, employability development plan, various job readiness and job search activities, and other career services, as well as work experiences and/or temporary jobs. Other skill upgrades, such as computer skills may also be provided.	Traditional supportive services may be required (e.g., child care, transportation,), as well as the provision of technology, subscriptions and Internet access, books, tools, supplies, uniforms, occupational safety training. Cell phones and laptops may be required to allow participants to participate in training and career services remotely.	LWDBs as project operators and providers of services, eligible training providers (public and private post-secondary and technical educational institutions, Registered Apprenticeship sponsors and providers of Related Training Instruction, pre-Apprenticeship providers, work-based training providers.
LWDBs work with industry associations, economic development agencies, and local employers to identify short, medium and long-term talent need in their areas. As new demand is identified, LWDBs will develop training protocols to provide job-ready candidates.	All LWDBs	Same as above.	Same as above.	Same as above.

Displaced workers without a high-school diploma or GED are at a disadvantage in obtaining self-sufficient employment. In some areas, there is also a need for English as a second language	All LWDBs	English as a second language, remediation and GED prep may be offered in combination with training, temporary disaster-relief employment, or as a stand-alone activity, as determined by individual assessments	Same as above.	LWDBs as project operators, post-secondary institutions, adult education providers.
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Career, Training, and Supportive Services

Briefly explain why existing formula funds are not sufficient to fund proposed career, training and supportive services.

The Dislocated Worker funds received by the state are based on a formula that was devised for “ordinary” times (pre-COVID-19) when labor force figures were robust. Now, however, as discussed in the Community Need Assessment portion of this application, Florida has experienced a strong labor disruption due to COVID-19, as it impacted major industries in the state. The net impact of the pandemic on the labor force in Florida in April 2020, as compared to April 2019 was an *increase* in the number of the unemployed and those not in the labor force of over 17% of the working-age population (a total impact of over 1.75 million individuals). Similarly, initial claims ranged from 20,000 to 30,000 for the year preceding the onset of the pandemic to over 300,000 in March 2020, over 600,000 in April 2020, and over 1 million in May 2020.

For PY2018 DEO received a total of \$53,879,224 in Dislocated Worker funds. As of May 31, 2020, \$39,167,019 has been drawn.

DWG Performance

DWG performance accountability is outlined in Training and Employment Guidance Letter (TEGL) 14-18, Attachment 6. The DWG program applies performance measures as described in Workforce Innovation and Opportunity Act (WIOA) Section 116. These include the following:

- Planned Employment Rate (2nd Quarter after Exit) 79%
- Planned Employment Rate (4th Quarter after Exit) 73%
- Planned Median Earnings \$3,200
- Planned Credential Rate 75.5%
- Planned Measurable Skill Gains Rate 45.5%

Are the planned performance goals for this project the same as the applicable negotiated goals for the Dislocated Worker program? Yes or No? YES.

If the above goals are lower than the negotiated goals, please explain why: N/A.

**Enrollment and Expenditure
Worksheet for Disaster-Relief
Employment**

**COMPLETE BLUE COLUMNS ONLY IF REQUESTING
INCREMENTAL OR SUPPLEMENTAL FUNDING**

Participant Breakdown by Services	Initial Planned Enrollment Numbers	Initial Planned Expenditures	Actual Data as of Modification Submission Date		New Projections if Supplemental/Incremental Funds Awarded	
			Actual Enrollments as of Modification Submission	Actual Expenditures as of Modification Submission	New Projected Enrollments	New Projected Expenditures
Participant Disaster-Relief Employment Wages Note 1	9,500	\$75,582,500	647	\$3,625,735	1,500	\$16,228,875
Participant Fringe Benefits (does not include temp agency fee) Note 1	9,500	\$8,638,000	647	\$111,659	1,500	\$1,622,888
Staffing Agency Fee Note 1	9,500	\$23,754,500	647		1,500	\$4,462,941
TOTALS:		\$107,975,000	647	\$3,737,394	1,500	\$22,314,704

Note 1: Some project operators have reported temporary job expenses (wages, fringe benefits, and staffing agency fees) under Participant Disaster-Relief Wages instead of breaking these expenses as wages & fringe benefits. Project operators have been instructed to report wages and benefits separately and will be instructed to report staffing agency fees separately as well.

**Enrollment and Expenditure
Worksheet for Employment
and Training Services**

**COMPLETE BLUE COLUMNS ONLY IF REQUESTING
INCREMENTAL OR SUPPLEMENTAL FUNDING**

Participant Breakdown by Services	Initial Planned Enrollment Numbers	Initial Planned Expenditures	Actual Data as of Modification Submission Date		New Projections if Supplemental/Incremental Funds Awarded	
			Actual Enrollments as of Modification Submission	Actual Expenditures as of Modification Submission	New Projected Enrollments	New Projected Expenditures
Career Services. Number of participants who received career services but no training or OJT. Note 2	500	\$750,000	839	\$478,793	1,350	\$3,000,000
Training Services, excluding On-the-Job Training (OJT)	0	0	310	\$318,632	600	\$2,400,000
OJT Only	0	0	7	\$7,195	50	\$200,000
Supportive Services Note 3	5,000	\$1,125,000	196	\$119,806	1,500	\$337,500
Needs-Related Payments	0	0	0	0	0	0
TOTALS:		\$1,875,000	1,156	\$924,427	2,000	\$5,937,500

Note 2. Actual & planned expenditures for Career Services apply to participants in CS only + Training + OJT.

Note 3. Supportive services expenditures may include expenditures for individuals in temporary disaster-relief jobs only.

PROJECT NARRATIVE: OVERALL PROJECT MANAGEMENT

Provide an explanation of the procedures you will use to identify funds not being utilized in accordance with the project plan:

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

Explain your plan for developing and implementing corrective action, where required, to ensure adherence to the project goals:

Planned monitoring and oversight activities are carried out in accordance with DEO's monitoring plan.

The purpose of programmatic monitoring reviews is to assess whether the LWDBs are complying with applicable laws, regulations, state plans, and all contract and agreement terms in administering their workforce programs. As such, DEO, annually develops and implements a process for monitoring the LWDBs and for follow-up of findings that require corrective action.

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

LWDB	Name	Executive Director	Address	Counties	Funding	Participants
1	CareerSource Escarosa	Marcus McBride	3670-2A North L Street, 2nd Floor Pensacola, FL 32505	Escambia Santa Rosa	750,000	51
2	CareerSource Okaloosa Walton	Michele Burns	109 Eighth Avenue Shalimar, FL 32579	Okaloosa Walton	500,000	34
3	CareerSource Chipola	Richard Williams	4636 Highway 90 East, Suite K Marianna, FL 32446	Calhoun Holmes Jackson Liberty Washington	1,000,000	69
4	CareerSource Gulf Coast	Kim Bodine	5230 West US Highway 98 Panama City, FL 32401-1058	Bay Franklin Gulf	1,000,000	69
5	CareerSource Capital Region	Jim McShane	2639 North Monroe Street Building C, Suite 100 Tallahassee, FL 32303	Gadsden Leon Wakulla	500,000	34
6	CareerSource North Florida	Diane Head	705 East Base Street Madison, FL 32340	Hamilton Jefferson Lafayette Madison Suwannee Taylor	150,000	10
7	CareerSource Florida Crown	Robert Jones	1389 US Highway 90 West Suite 170 Lake City, FL 32055	Columbia Dixie Gilchrist Union	135,000	9
8	CareerSource Northeast Florida	Bruce Ferguson	1845 Town Center Blvd, Suite 250 Fleming Island, FL 32003	Baker Clay Duval Nassau Putnam St. Johns	2,500,000	172
9	CareerSource North Central Florida	Scott Lippman	10 NW 6th Street Gainesville, FL 32601	Alachua Bradford	300,000	21
10	CareerSource Citrus Levy Marion	Rusty Skinner	Enterprise Center, Suite 205 3003 Southwest College Road Ocala, FL 34474	Citrus Levy Marion	700,000	48
11	CareerSource Flagler Volusia	Robin King	Speedway Business Center 329 Bill France Blvd. Daytona Beach, FL 32114	Flagler Volusia	875,000	60
12	CareerSource Central Florida	Pamela Nabors	390 North Orange Ave., Suite 700 Orlando, FL 32801	Lake Orange Osceola Seminole Sumter	10,000,000	687
13	CareerSource Brevard	Marci Murphy	295 Barnes Blvd. Rockledge, FL 32955-5325	Brevard	1,500,000	103

14	CareerSource Pinellas	Jennifer Brackney	Epi Center 13805 58th Street North Suite 2-140 Clearwater, FL 33760	Pinellas	907,543	62
15	CareerSource Tampa Bay	John Flanagan	4902 Eisenhower Blvd., Suite 250 Tampa, FL 36364	Hillsborough	1,000,000	69
16	CareerSource Pasco Hernando	Jerome Salatino	P.O. Box 6589 Springhill, FL 34611	Hernando Pasco	400,000	27
17	CareerSource Polk	Stacy Campbell-Domineck	600 North Broadway Ave., Suite B Bartow, FL 33830	Polk	150,000	10
18	CareerSource Suncoast	Ted Ehrlichman	1990 Mains St., Unit 801 Bradenton, FL 34208	Manatee Sarasota	1,250,000	86
19	CareerSource Heartland	Donna Doubleday	5901 US Highway 27 South, Suite 1 Sebring, FL 33870-2117	DeSoto Hardee Highlands Okeechobee	300,000	21
20	CareerSource Research Coast	Brian Bauer	584 NW University Blvd., Suite 100 Port St. Lucie, FL 34986	Indian River Martin St. Lucie	3,000,000	206
21	CareerSource Palm Beach County	Julia Dattolo	3400 Belvedere Road West Palm Beach, FL 33406	Palm Beach	3,000,000	206
22	CareerSource Broward	Carol Hylton	2890 West Cypress Creek Road Fort Lauderdale, FL 33309	Broward	1,637,946	112
23	CareerSource South Florida	Rick Beasley	Airport Corporate Center, Suite 500 7300 NW Corporate Center Dr. Miami, FL 33126	Miami-Dade* Monroe*	6,000,000	412
24	CareerSource Southwest Florida	Joseph Paterno	6800 Shoppes at Plantation Drive Suite 170 Fort Myers, FL 33912	Collier Charlotte Glades Hendry Lee	2,500,000	172
TOTALS					40,055,489	2,750

Indirect Cost Rate

**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: October 5, 2020
FILE REF: This replaces
the agreement dated
September 27, 2019

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	7/1/18	6/30/19	23.6854%	All	WIHP
Final	7/1/18	6/30/19	60.7647%	All	WBSP
Final	7/1/18	6/30/19	6.8654%	All	WJMP
Final	7/1/18	6/30/19	56.0162%	All	CDP
Final	7/1/18	6/30/19	69.5075%	All	SBDP
Final	7/1/18	6/30/19	36.3103%	All	FSP
Final	7/1/19	6/30/20	27.0219%	All	WIHP
Final	7/1/19	6/30/20	48.6198%	All	WBSP
Final	7/1/19	6/30/20	6.5104%	All	WJMP
Final	7/1/19	6/30/20	51.2757%	All	CDP
Final	7/1/19	6/30/20	28.8611%	All	SBDP
Final	7/1/19	6/30/20	32.5342%	All	FSP
Provisional	7/1/20	6/30/22	29.4961%	All	WIHP
Provisional	7/1/20	6/30/22	48.1823%	All	WBSP
Provisional	7/1/20	6/30/22	6.8163%	All	WJMP
Provisional	7/1/20	6/30/22	54.7685%	All	CDP
Provisional	7/1/20	6/30/22	50.8860%	All	SBDP
Provisional	7/1/20	6/30/22	32.9562%	All	FSP

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

***BASE** Total direct salaries and wages including all applicable fringe benefits.

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 Cost & Price Determination Division (CPDD). 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 2020 final, and 2021 and 2022 provisional 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	UC Benefits
Financial Monitoring & Accountability	
State-wide Cost Allocation Plan Costs	
Chief Financial Officer/Finance & Admin	

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 all rates:

- WIHP = Workforce In House Program
- WBSP = Workforce Board Services Program
- WJMP = Workforce Jointly Managed Program
- CDP = Community Development Program
- SBDP = Strategic Business Development Program
- FSP = Facilities Services Program

6. The rates in this agreement comply with the applicable ETA salary cap and Technical Employment Guidance Letter (TEGL 5-06).

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)

October 14, 2020

(Date)

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

U.S. DEPARTMENT OF LABOR
Cost & Price Determination Division (CPDD)
224 Westbridge Place
Mount Airy, NC 27030

(Government Agency)

Damon Tomchick Digitally signed by Damon Tomchick
Date: 2020.10.14 04:01:37 -04'00'

(Signature)

Victor M. Lopez

(Name)

Chief
Cost & Price Determination Division (CPDD)

(Title)

October 5, 2020

(Date)

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