

*Grant Modification / Notice of Award*

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

<b>GRANT MODIFICATION</b>		<b>No. 1</b>	PROJECT: Dislocated Worker Grants	
GRANT NUMBER: DW-35745-21-60-A-12	EIN: 364706134	EFFECTIVE DATE: 08/10/2021	PAGE 1	
GRANTEE: Florida Department of Economic Opportunity 107 East Madison Street Tallahassee, FLORIDA 32399-3140		ISSUED BY U.S. DEPARTMENT OF LABOR / ETA DIVISION OF FEDERAL ASSISTANCE 200 CONSTITUTION AVENUE NW - ROOM N-4716 WASHINGTON, DC 20210		

**Action:**

The Recipients request of July 8, 2021 is approved:

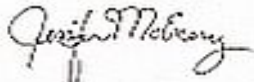
To incorporate an approved statement of work in accordance with pages 13 -23,  
To incorporate the Budget and Budget Narrative in accordance with pages 8-12 and  
To Incorporate the Indirect Rate in accordance with pages 24 -28 of this modification.

Terms and conditions: N/A

<b>YEAR / CFDA PROGRAM ACCOUNT ID</b>	<b>Mod 0 CURRENT LEVEL</b>	<b>Mod 1 MODIFICATION</b>	<b>NEW LEVEL</b>	<b>PMS DOC #</b>
FY 21 / 17.277 WIOA DIS WKRS NAT RES - EMERGENCY (ADVANCE) <small>20 -1630-2021-0501742121BD202101740003215DW093A0000AOWI00AOWI00-A90200-410023-ETA-DEFAULT TASK-</small>	\$1,666,667.00	\$0.00	\$1,666,667.00	DW357455R0
<b>TOTAL FUND AVAILABILITY</b>	<b>\$1,666,667.00</b>	<b>\$0.00</b>	<b>\$1,666,667.00</b>	

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

Approved  
by



Jenifer McEnery

**Grant Officer**

Date Signed **08/13/2021**

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: Susan Tesone

Telephone: 404-302-5375

E-mail: [Tesone.Susan.R@dol.gov](mailto: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

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.



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](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 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 (SOW) and agreed upon outcomes or deliverables will require a request for modification and prior approval from the Grant Officer.

**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

\* 3. Date Received:

[Redacted]

4. Applicant Identifier:

[Redacted]

5a. Federal Entity Identifier:

[Redacted]

5b. Federal Award Identifier:

DW-35745-21-60-A-12

**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 Street

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:**

NA

\* Title:

NA

**13. Competition Identification Number:**

NA

Title:

NA

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

Add Attachment

Delete Attachment

View Attachment

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

Fl - Disaster - Hurricane Sally

Attach supporting documents as specified in agency instructions.

Add Attachments

Delete Attachments

View Attachments

**Application for Federal Assistance SF-424**

**16. Congressional Districts Of:**

\* a. Applicant

\* b. Program/Project

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

**17. Proposed Project:**

\* a. Start Date:

\* b. End Date:

**18. Estimated Funding (\$):**

* a. Federal	<input type="text" value="1,666,667.00"/>
* b. Applicant	<input type="text" value=""/>
* c. State	<input type="text" value=""/>
* d. Local	<input type="text" value=""/>
* e. Other	<input type="text" value=""/>
* f. Program Income	<input type="text" value=""/>
* g. TOTAL	<input type="text" value="1,666,667.00"/>

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

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

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

Yes  No

If "Yes", provide explanation and attach

**21. \*By signing this application, I certify (1) to the statements contained in the list of certifications\*\* and (2) that the statements herein are true, complete and accurate to the best of my knowledge. I also provide the required assurances\*\* and agree to comply with any resulting terms if I accept an award. I am aware that any false, fictitious, or fraudulent statements or claims may subject me to criminal, civil, or administrative penalties. (U.S. Code, Title 218, Section 1001)**

\*\* I AGREE

\*\* The list of certifications and assurances, or an internet site where you may obtain this list, is contained in the announcement or agency specific instructions.

**Authorized Representative:**

Prefix:  \* First Name:

Middle Name:

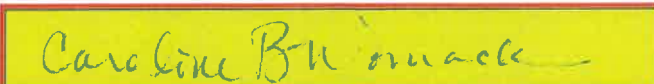
\* Last Name:

Suffix:

\* Title:

\* Telephone Number:  Fax Number:

\* Email:

\* Signature of Authorized Representative: 

\* Date Signed:



**SF-424A**

**BUDGET INFORMATION - Non-Construction Programs**

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		\$	\$	\$	161,535.00	161,535.00
2. GRANTEE TOTAL OPERATIONS					1,505,132.00	1,505,132.00
3.						
4.						
5. Totals		\$	\$	\$	1,666,667.00	1,666,667.00

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**SECTION B - BUDGET CATEGORIES**

6. Object Class Categories	GRANT PROGRAM, FUNCTION OR ACTIVITY				Total (5)
	(1) GRANTEE ADMINISTRATIVE	(2) GRANTEE TOTAL OPERATIONS	(3)	(4)	
<b>a. Personnel</b>	\$ 1,920.00	\$ 16,000.00	\$	\$	\$ 17,920.00
<b>b. Fringe Benefits</b>	730.00	6,080.00			6,810.00
<b>c. Travel</b>		3,000.00			3,000.00
<b>d. Equipment</b>					
<b>e. Supplies</b>		2,468.00			2,468.00
<b>f. Contractual</b>	146,970.00	1,469,697.00			1,616,667.00
<b>g. Construction</b>					
<b>h. Other</b>		7,887.00			7,887.00
<b>i. Total Direct Charges (sum of 6a-6h)</b>	149,620.00	1,505,132.00			\$ 1,654,752.00
<b>j. Indirect Charges</b>	11,915.00				\$ 11,915.00
<b>k. TOTALS (sum of 6i and 6j)</b>	\$ 161,535.00	\$ 1,505,132.00	\$	\$	\$ 1,666,667.00
<b>7. Program Income</b>	\$	\$	\$	\$	\$

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**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"/> Indirect Rate 48.1823% of Total Personnel + fringe
23. Remarks: <input type="text"/>	

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## **Budget Narrative**

## BUDGET NARRATIVE

GRANTEE ADMINISTRATION				
Personnel	Annual Salary	FTE %	Years	Total
Government Operations Consultant II Monitor	48,000.00	2.0%	2.0	1,920.00
<b>Total Personnel</b>				<b>1,920.00</b>
Fringe Benefits	Total Personnel Cost During Period		Fringe Rate	Total
Government Operations Consultant II Monitor	1,920.00		38%	730.00
<b>Total Fringe benefits @ 38% personnel (FICA, WC, Retirement, Health)</b>				<b>730.00</b>
Indirect Rate 48.1823% of Total Personnel + fringe benefits				11,915.00
<b>TOTAL GRANTEE ADMINISTRATION</b>				<b>14,565.00</b>
GRANTEE PROJECT MANAGEMENT AND OVERSIGHT				
Personnel	Annual Salary	FTE %	Years	Total
Government Operations Consultant II	50,000.00	10.0%	2.0	10,000.00
Senior Management Analyst Supervisor	60,000.00	5.0%	2.0	6,000.00
<b>Total Personnel</b>				<b>16,000.00</b>
Fringe Benefits	Total Personnel Cost During Period		Fringe Rate	Total
Government Operations Consultant II	10,000.00		38%	3,800.00
Senior Management Analyst Supervisor	6,000.00		38%	2,280.00
<b>Total Fringe benefits @ 38% personnel (FICA, WC, Retirement, Health)</b>				<b>6,080.00</b>
Travel 3 trips for 1 Staff member to provide Technical Assistance or Monitoring activities @ \$1,000 per trip (1 traveler in state, two hotel nights at \$150, meals and per diem at \$132, rental car, tolls, and gas at \$70 per trip).				3,000.00
Staff Supplies \$1,234 per year - General Office consumables and Supplies including but not limited to office supplies, cell phones, and software licenses.				2,468.00
Shared Costs:				
Shared Agency Overhead Costs (Rent, cost pool allocations for utilities and internet, data processing)				6,237.00
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)				1,650.00
<b>Total Shared Costs</b>				<b>7,887.00</b>
<b>TOTAL GRANTEE PROJECT MANAGEMENT AND OVERSIGHT</b>				<b>35,435.00</b>
Contractual - Program Operator Expenses	Cost	FTE	Years	
Temporary Jobs	12,000	42		504,000.00
Fringe benefits @ 12.5% (FICA, WC)				63,000.00
Subcontract: Staffing Agency Fee @ 25% of temp job wages & benefits				141,750.00
Equipment rental: trailers 12 months @ \$600 = \$7200; brush chipper 3 months @ \$3450 = \$10350; scissor lift 12 months @ \$1,600 = \$19,200; stump grinders 3 months @ 2750 = \$8250.				45,000.00
Training: occupational skills training, on-the-job training, registered apprenticeships, e.g.	5,000.00	65		325,000.00
Career Services: basic and intensive services, including literacy, work experiences	575.00	70		40,250.00
Supportive Services: transportation assistance, safety supplies, , e.g.	400.00	84		33,600.00
3 Case managers for two years (2 FTE)	30,000.00	2	2	120,000.00
2 Supervisors for two years at 25%	40,000.00	0.5	2	40,000.00
Fringe benefits @ 38%				60,800.00
Staff Travel \$292.87/week x 104 weeks (outreach, worksite visits)				30,458.00
Staff supplies @ \$3,798.50 per year x 2 years General Office consumables and supplies including but not limited to office supplies, cell phones, and software licenses.				7,597.00
Pooled Career Center Costs @ 22.5% of staff-related costs)				58,242.00
Admin Costs @ 10% of project costs				146,970.00
<b>Total Contractual</b>				<b>1,616,667.00</b>
<b>TOTAL GRANT</b>				<b>1,666,667.00</b>

\*Please note for the "Other Costs" section: These costs are directly charged through agency cost pools and are not duplicated indirect. The cost pools are established in the Department's Cost Allocation Plan. The section does not contain any costs that are covered under our current indirect agreement.

1,666,667.00

\*\* All applicable DEO Admin for this project is Indirect under our current indirect agreement

**From:** [Tesone, Susan R - ETA](#)  
**To:** [Walek, Mary - ETA](#)  
**Subject:** FW: [EXTERNAL] - FW: Extension for Hurricane Sally - DW-35745-21-60-A-12  
**Date:** Thursday, August 12, 2021 5:26:58 PM

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See below!

Sincerely,

**Susan Rae Tesone**



***Federal Project Officer***  
Division of Workforce Investment (DWI)  
Region 3/Atlanta

Sam Nunn Federal Center  
61 Forsyth Street, SW  
Atlanta, Georgia 30303

O: 404-302-5375 | C: 678-315-9448 | [Tesone.Susan.R@dol.gov](mailto:Tesone.Susan.R@dol.gov)

---

**From:** Potts, Isabelle <Isabelle.Potts@deo.myflorida.com>  
**Sent:** Thursday, August 12, 2021 3:06 PM  
**To:** Tesone, Susan R - ETA <Tesone.Susan.R@DOL.GOV>  
**Cc:** Hutton, Christine <Christine.Hutton@deo.myflorida.com>  
**Subject:** RE: [EXTERNAL] - FW: Extension for Hurricane Sally - DW-35745-21-60-A-12

CAUTION - The sender of this message is external to the DOL network. Please use care when clicking on links and responding with sensitive information. Send suspicious email to [spam@dol.gov](mailto:spam@dol.gov).

Hi, Susan.

We have three LWDBs working on the grant:

- LWDB 1 is currently using LandrumHR Workforce Solutions.
- LWDBs 3 & 4 have contracts with Quality Labor Management (QLM).

Do you need anything more from us?

Take care.

Isabelle Potts, J.D.

## Statement of Work



**Ron DeSantis**  
GOVERNOR



**Dane Eagle**  
EXECUTIVE DIRECTOR

April 7, 2021

Ms. Susan Rae Tesone  
Federal Project Officer  
National Dislocated Worker Grants  
U.S. Department of Labor  
61 Forsyth Street, S.W., Room 6M12 Atlanta, GA 30303

**Re: Hurricane Sally (DW-35745-21-60-A-12)**

Dear Ms. Tesone,

In response to the Request for Revision of the Department's Full Modification, we have provided the following:

- A breakout of costs associated with participants enrolled in Training and Career Services.
- A breakout of costs associated with the rental of equipment in the Budget Narrative.
- Information regarding outcomes and milestones for participants in career and training services.
- Updated Worksite/Project Operator information

Please see the attached updated SF424 and SF424A forms, the budget narrative, project operator worksite information, project summary, and current indirect cost rate agreement.

If you have any questions or need additional information, please contact me at (850) 245-7126 or via email at [caroline.womack@deo.myflorida.com](mailto:caroline.womack@deo.myflorida.com).

Sincerely,

Caroline Womack, Chief  
Bureau of Financial Management

Florida Department of Economic Opportunity | Caldwell Building | 107 E. Madison Street | Tallahassee, FL 32399  
850.245.7105 | [www.FloridaJobs.org](http://www.FloridaJobs.org)  
[www.twitter.com/FLDEO](https://www.twitter.com/FLDEO) | [www.facebook.com/FLDEO](https://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.

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**DISASTER RECOVERY NATIONAL DISLOCATED WORKER GRANT (DWG)  
PROJECT SUMMARY FOR FULL MODIFICATION**

<b>Name of Entity Applying for DWG Funding: FLORIDA DEPARTMENT OF ECONOMIC OPPORTUNITY</b>	
Disaster Event: Hurricane Sally	
Agency Declaring the Disaster: FEMA	
Date of Declaration: September 14, 2020	Declaration Number: FEMA-3546-EM
Funding Amount Requested: \$1,666,667	
List all counties served under this project: Escambia, Santa Rosa, Okaloosa, Walton, Calhoun, Holmes, Jackson, Liberty, Washington, Bay, Franklin, Gulf, Gadsden	

<b>Indicate the type of submission:</b>	
Emergency Application (Applicant must submit an SF-424, <i>Request for Federal Assistance</i> , along with this suggested form.)	<input checked="" type="checkbox"/> <b>Full Application</b> (Additional, suggested forms available to assist with submission of full budget and plan.)

<b>Eligible Participants – Individuals receiving services through a Disaster Recovery Grant must meet at least one of the following criteria. Select all that apply:</b>	
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	<input type="checkbox"/>

<b>Enrollment Summary</b>			
		<b>For Modifications</b>	
	<b>Planned</b>	<b>Enrolled to Date</b>	<b>Projected Enrollment</b>
Number of Participants to be Enrolled in Disaster Relief Employment <b>Only</b>	25	0	25
Number of Participants to be Enrolled in Career and Training Services <b>Only</b> <i>(This is optional and the DWG may be modified to add these services later.)</i>	53	0	53
Number of Participants to be Enrolled in <b>Both</b> Disaster Relief Employment <i>and</i> Career and Training Services	17	0	17
<b>Total Number of Participants to be Enrolled</b>	95	0	95

## PROPOSED DISASTER-RELIEF ACTIVITIES

Describe the specific needs resulting from the disaster event in the geographic region proposed to be served.

On September 16th, 2020 at 5:30 a.m., Hurricane Sally made landfall in Gulf Shores, Alabama. The storm then continued to move over Escambia County and the Florida Panhandle as a Category 2 hurricane, causing historic flooding with up to 30 inches of rain in some areas. Escambia County was particularly affected as public, commercial, and residential structures sustained wind damage and flooding, resulting in over \$126 million dollars in damages to homes, and an additional \$179 million in damage to infrastructure such as roads, bridges, and government buildings. Over 24,000 survivor households in Escambia County alone registered with FEMA for Individual Assistance, and 55% of these registrants have unmet needs after projected insurance reimbursement and federal grants. The total value of these unmet needs exceeds \$15.5 million. (The Coronavirus Pandemic has only exacerbated this statistic as the economic downturn has left emergency funds depleted and thousands of families cannot afford to navigate their recovery on their own.)

According to the damage assessments conducted by FEMA, \$10.9 million worth of damages occurred in Escambia County's most economically challenged neighborhoods where many house individuals who are elderly, some with disabilities and many with minor children in the residence. Four months later, there are over 2,600 unclaimed job with Crisis Clean Up in the Sally-impacted counties. For Escambia County, the bulk are in the low-income zip codes where residents do not have the additional resources needed to muck and gut their homes or remove debris, let alone do repairs. Additionally, over 2,800 Crisis Clean-Up cases were recently closed in Escambia County because the need of the resident was greater than the capacity of the non-profit recovery workforce.

The affected areas need assistance with debris and water damage clean-up of ditching and drainage areas, tree and stump removal, sidewalk repairs. Additionally, there is an urgent need for clean-up and repairs to the homes of low-income individuals, with a priority to be given to older individuals and individuals with disabilities.

Humanitarian assistance is also needed to help individuals affected by the storm access resources to assist in their recovery efforts.

Identify the proposed disaster-relief jobs the requested funding will create in order to address the needs identified above. Disaster-relief positions may address cleanup resulting from the impact of the disaster event, along with the humanitarian assistance needs created by the disaster.

- Debris removal, cleanup and repair of properties damaged by the storm. These include public properties, properties of nonprofits that provide services to the community, and may include small businesses that need such assistance to reopen, as well as homes of individuals with disabilities, elderly, and those who are low-income.
- Humanitarian assistance is needed to provide recovery case management, i.e. assist individuals affected by Hurricane Sally identified in conjunction with FEMA to access resources necessary to make their homes damaged by the storm safe, secure and functional.

Describe the Supportive Services Needed by Participants Enrolled in Disaster Relief Employment

NOTE: This section should include only the Supportive Services needed by workers to participant in disaster-relief employment. These may include such things as childcare, transportation, work boots, and work gloves.

Supportive services include childcare; transportation; safety supplies such as steel-toed boots, work gloves, hard hats; personal protective equipment (PPE) necessitated by COVID-19.

## PROPOSED CAREER AND TRAINING SERVICES

- This is not a required element for Disaster Recovery DWGs. If the applicant does not propose to provide Workforce Innovation and Opportunity Act (WIOA) career and training services to participants, the completion of this form is NOT required.
- Disaster Recovery DWG grant recipients may submit a modification request to seek permission to provide these services at a later date.

For projects proposing to request career and training services without a disaster-relief jobs component, explain why this project has not included disaster-relief employment.

N/A

Explain why state and local WIOA formula funds are not sufficient to address the career and training needs of the participants to be enrolled in the project.

Collectively, the participating local workforce development boards most affected by the storm have drawn 72% of their allotted PY 2019 dislocated worker funds.

Statewide drawdowns are at 67% of allocated funds. In these abnormal times where the entire state is dealing with the COVID-19 pandemic and ongoing mass layoffs due to pandemic, it is critical that the state be prepared to respond to these mass layoffs.

Describe the career and training services to be provided, as well as how the applicant determined the need for career and training services (e.g. such as disaster-relief workers seeking Career and Training Services, Rapid Response surveys, and/or increased demand at local Career Centers). Describe how the number needing these services was calculated.

Due to the elevated demand at local career centers, work-based training, such as on-the-job training, and classroom training will be increased. Career and training services will be based on local targeted occupation lists of affected areas with a focus on construction, healthcare, manufacturing, I.T./Cybersecurity, Construction and Logistics, to assist job seekers achieve the skills needed by local employers.

Planned career services may include assessment, service strategy development, job search assistance, basic skills training/GED preparation/English as a Second Language, work experiences, and other wrap-around activities.

## PERFORMANCE

The DWG program applies performance measures as described in WIOA Section 116. These include the following:

- Planned Employment Rate (2nd Quarter after Exit)
- Planned Employment Rate (4th Quarter after Exit)
- Planned Median Earnings
- Planned Credential Rate
- Planned Measurable Skill Gains Rate

The component of a Disaster Recovery DWG providing Career and Training Services is assessed under WIOA performance measures.

For grantees that are states or outlying areas, state performance goals for the WIOA title I Dislocated Worker Program serve as a basis for each DWG. For grantees that are a local WDB, utilize goals that the local WDB negotiated with the state for the title I Dislocated Worker program as a basis for each DWG. Entities in the WIOA section 166(c) Native American Program use goals established for that program as a basis for DWG performance targets. For these and other eligible entities, goals approved in the DWG application serve as final performance targets.

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

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

## PROJECT MANAGEMENT NARRATIVE

**The following questions are not required for the emergency application; however, must be answered in the submission of the full application, which includes the budget and implementation plan.**

**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 at least monthly 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.

**PROJECT OPERATOR WORKSITE INFORMATION**

**Project Operator Name:** CareerSource Escarosa

**Counties:** Escambia, Santa Rosa

**Address:**

3670-2A North L Street, 2nd Floor

Pensacola, FL 32505

**Executive Director:** Marcus McBride

**PHONE:** (850) 473-0939

**Project Funding Level:** 1,000,000

**Participants in Temp Jobs Only:** 7

**Participants in Career & Training Services Only:** 46

**Participants in both Temp Jobs and Career & Training Services:** 10

Worksite	Counties served	Job Title	Description of clean-up and recovery duties	# Participants	Completed
City of Pensacola	Escambia	General Laborer-Disaster Recovery	The City of Pensacola has sufficient funds at this time to handle cleanup, debris removal and restoration of public properties at this time. Project operator will continue to reach out to the city.	0	N/A
Smaller Municipalities in Escambia & Santa Rosa Counties	Escambia & Santa Rosa	General Laborer-Disaster Recovery	Project operator has started reaching out to smaller municipalities to determine their need for clean-up, debris removal and restoration of public properties including ditches and drainage areas, damaged tree/shrubs and structures damaged by the storm. Past hurricane-based disasters shows that smaller communities attend to the most immediate damage following the storm and, often months later, are able to fully assess and address less pressing (but equally important) damage. If positions are not filled for these worksites, they will be shifted to work on low-income homes (see BRACE and Hearts and Hands below).	4	0%
BRACE	Escambia & Santa Rosa	Disaster Case Manager	Assist individuals affected by Hurricane Sally identified in conjunction with FEMA to access resources necessary to make their homes damaged by the storm safe, secure and functional. The process includes: completing a comprehensive intake that includes documentation of need and available resources (such as insurance) as applicable; prioritizing needs; helping with FEMA filing and appeals; helping with insurance claims; identifying legal issues, such as unclear titles to homestead and making referrals to Legal Services; tracking progress with repairs and assist with unexpected crises. When these positions are funded by FEMA, there is a 35 to 1 case load. (FEMA case management is not currently available and is not anticipated to be available for the state.) There are 11,500 unmet needs cases in the area. With the current funding, it is anticipated that 350 clients will have received a complete needs assessment, with 250 receiving extensive recovery case management.	5	20%
BRACE	Escambia & Santa Rosa	Disaster Recovery Supervisor	Oversees disaster case managers to ensure that clients affected by Hurricane Sally receive all available services.	1	20%



Worksite	Counties served	Job Title	Description of clean-up and recovery duties	# Participants	Completed
BRACE	Escambia & Santa Rosa	Recovery Construction Advocate	Works with Disaster Recovery Coordinator, Case Management Supervisor and volunteers to assist in a community's recovery from a disaster by advocating for quality repairs and/or rebuilding of survivor's homes to safe, sanitary and functional conditions.	1	20%
BRACE and Hearts & Hands	Escambia & Santa Rosa	General Laborer- Disaster Recovery	Clean-up, debris removal and repair of homes of low-income individuals identified by Crisis Clean-Up with priority given to the elderly and individuals with disabilities. The bulk are the low-income zip codes where residents do not have the additional resources needed to muck and gut their homes or remove debris, let alone do repairs. Over 2,800 Crisis Clean-Up cases were recently closed in Escambia County because the need of the resident was greater than the capacity of the non-profit recovery workforce. Funding for temporary disaster recovery laborers not only helps residents recover sooner, but gets the community back to work. With a focus on serving individuals of low-income, elderly and people with disabilities, these recovery laborers will make a difference for many. Nonprofits such as BRACE and Hearts & Hands stand ready to serve as work site employers deploying teams to work side-by-side with state and national partners such as World Renew and UMCOR on disaster recovery efforts as soon as we receive approval from USDOL as required by TEGL 12-19.	6	0%
<b>TOTAL LWDB 01</b>				<b>17</b>	

**PROJECT OPERATOR WORKSITE INFORMATION**

Project Operator Name: CareerSource Chipola

Counties: Calhoun, Holmes, Jackson, Liberty, Washington

Address:

4636 Highway 90 East, Suite K

Marianna, FL 32446

Executive Director: Richard Williams

PHONE: (850) 633-2732 ext 2102

Project Funding Level: 200,000

Participants in Temp Jobs Only: 8

Participants in Career & Training Services Only: 1

Participants in both Temp Jobs and Career & Training Services: 2

Worksite	Counties served	Job Title	Description of clean-up and recovery duties	# Participants	Completed
City of Chipley	Washington	General Laborer-Disaster Recovery	Clean-up, debris removal and restoration of public properties including ditches and drainage areas, damaged tree/shrubs and structures damaged by the storm. Chipley City Hall, was flooded. City streets and ditches need restoration.	8	25%
Washington County	Washington	General Laborer-Disaster Recovery	Clean-up, debris removal and restoration of public properties including ditches and drainage areas, damaged tree/shrubs and structures damaged by the storm. The County Public Library, Agricultural Center and Health Department buildings were flooded. City streets and ditches need restoration.	2	25%
<b>TOTAL LWDB 03</b>				<b>10</b>	

**PROJECT OPERATOR WORKSITE INFORMATION**

**Project Operator Name:** CareerSource Gulf Coast

**Counties:** Bay, Franklin, Gulf

**Address:**

5230 West US Highway 98

Panama City, FL 32401-1058

**Executive Director:** Kimberly L. Bodine

**PHONE:** (850) 913-3285 ext 3284

**Project Funding Level:** 416,667

**Participants in Temp Jobs Only:** 10

**Participants in Career & Training Services Only:** 6

**Participants in both Temp Jobs and Career & Training Services:** 5

Worksite	Counties served	Job Title	Description of clean-up and recovery duties	# Participants	Completed
Gulf County	Gulf	General Laborer-Disaster Recovery	Clean-up, debris removal and restoration of public properties including ditches and drainage areas, damaged tree/shrubs and structures damaged by the storm. Gulf County flooding caused massive amounts of erosion. The erosion silted in ditches and culvert pipes. Roads and road shoulders were washed away due to the flood waters rising. 80% of the county ditches were effected by these flood waters.	8	75%
City of Panama City	Bay	General Laborer-Disaster Recovery	Clean-up, debris removal and restoration of public properties including ditches and drainage areas, damaged tree/shrubs and structures damaged by the storm. Gulf County flooding caused massive amounts of erosion. The erosion silted in ditches and culverts. The flooding washed pre-existing Hurricane Michael debris into ditches and culverts. It left previously damaged sidewalk, curbs, gutters and roads worse due to Sally and in need of repair.	4	35%
City of Mexico Beach	Bay	General Laborer-Disaster Recovery	Clean-up, debris removal and restoration of public properties including ditches and drainage areas, damaged tree/shrubs and structures damaged by the storm.	3	0%
<b>TOTAL LWDB 04</b>				<b>15</b>	

## **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.

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**SECTION I: RATES**

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<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.

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## SECTION II: GENERAL

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- 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