

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

**NOTICE OF
AWARD (NOA)**

Under the authority of the *Workforce Innovation and Opportunity Act, P.L. 113-28*, this grant or agreement is entered into between the above named *Grantor Agency* and the following named *Awardee*, for a project entitled - **Support to Communities: Fostering Opioid Recovery through Workforce Development.**

Name & Address of Awardee:
Florida Department of Economic Opportunity
107 E. Madison St.
MSC 120
Tallahassee, FLORIDA 32399-6545

Federal Award Id. No. (FAIN): MI-35482-20-60-A-12
CFDA #: 17.277- WIOA National Dislocated Worker
Grants / WIA National Emergency Grants (NEGs)
Amount: \$5,000,000.00
EIN: 364706134
DUNS #: 968930664

Accounting Code:

1630-2020-050184090XBD202001840003205DW0R4A0000AOWI00AOWI00-A90200-410023-ETA-DEFAULT
TASK-

Payment Management System DOC#: MI354823J0

The Period of Performance shall be from **September 01, 2020 thru August 31, 2024.**
Total Government's Financial Obligation is **\$5,000,000.00** (unless other wise amended).

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

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

Uniform Administrative Requirements, Cost Principles, and Audit Requirements:

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

Other Requirements (Included within this NOA):

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


Contact Information

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

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

Signature of Approving Official - **AWARDEE**

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

 Digital Signature

See SF-424 for Signature
No Additional Signature Required

MELISSA ABDULLAH, September 11, 2020
GRANT Officer

*Support to Communities: Fostering Opioid Recovery through Workforce Development
Conditions of Award*

**Florida Department of Economic Opportunity
GRANT # MI-35482-20-60-A-12**

Conditions of Award Language

As part of the Condition of Award to receiving the *Support to Communities: Fostering Opioid Recovery through Workforce Development Program*, the U.S. Department of Labor (DOL), Employment and Training Administration (ETA) has identified the following areas that require further clarification and/or modification.

Please note that a submittal of the required document(s) does not constitute approval by DOL/ETA. A grant modification will need to be submitted and final approval must be given by the Grant Officer. Your FPO will review the documentation and then submit it to the Grant Officer for formal approval as a modification to the grant agreement. Once approved, the revised document(s) will comprise the official modification to this grant agreement and the special conditions will be resolved.

Any questions related to the below items must be submitted to your Federal Project Officer (FPO).

Responses to requests for clarification and modification must be submitted to your FPO **within 30 days of the receipt of this grant award package.**

Response to General Compliance Review

After receipt of this award, DOL/ETA staff will be performing a general compliance review to help ensure the programmatic aspects of the grant projects are in compliance with the Funding Opportunity Announcement (FOA) and other Federal requirements. After the review, if there is any action needed, ETA will transmit the results of the review and instructions for response to the Grantee in a separate document after receipt of this grant award. As a condition of the grant award the Grantee must respond to the actions cited in the review document.

Condition 1- Budget

The grantee must submit a budget modification request which includes a completed SF-424A and Budget Narrative which aligns with the total on the SF-424. The Budget Narrative must address and break down the entirety of each line reflected on the SF-424A as outlined on pgs. 24-26 of the Funding Opportunity Announcement. The Budget Narrative must also contain costs per entry in each category which add up to the indicated line item total with enough information to ascertain whether the represented totals are mathematically accurate. Specifically, the Budget Narrative must clarify the following:

*Support to Communities: Fostering Opioid Recovery through Workforce Development
Conditions of Award*

- Other (Shared Agency Costs): Please provide additional details to include a breakdown of all Shared Agency Overhead expenses so we are able to determine how the budgeted totals were acquired.
- Other (Risk Management Insurance): Please include the base charge for each insurance so we are able to determine the budgeted total. Additionally, please provide an explanation to justify and clarify the need for civil right insurance to determine if costs are necessary, reasonable and allocable.
- Contractual: Please separate all Contractual and Other expenses accordingly as it is currently unclear within the budget description. Additionally, please provide additional clarification to justify the current budgeted costs for Supportive/Treatment Services, Career Services, Training and OJT Training and Communication and Outreach as they currently do not reconcile.
- Contractual (Pooled Career Center Costs): Please provide the base used to determine the staff related costs to justify the total budgeted. Additionally, please confirm that these costs are separate from what has been previously budgeted under Agency Overhead Costs.
- Indirect Costs: Please provide assurance and/or additional explanation that costs that are indirect in nature are not also being directly charged under a NICRA to determine that they are not being double charged.

If this is an error and they are covered by the NICRA, please realign the budget to remove these costs from the direct cost category. Costs in question are:

Other: Shared Agency Overhead Costs

Condition 2- Administrative Cost Limitation (Exceeded allowable limit)

Under this FOA, an eligible entity that receives a grant to carry out a project or program is limited to five (5) percent of the amount of the grant to pay administrative costs associated with the program or project.

Based on the current budget, the grantee has exceeded their allowable cost limit. The grantee must submit a budget modification request to revise their SF-424A and Budget Narrative to reflect the correct administrative cost amount.

TERMS AND CONDITIONS LIBRARY
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1. Order of Precedence

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

- I. Public Law 115-271, Substance Use–Disorder Prevention that Promotes Opioid Recovery and Treatment for Patients and Communities Act.
- II. Public Law 113-128, Workforce Innovation and Opportunity Act.
- III. Other applicable Federal statutes.
- IV. Implementing Regulations.
- V. Executive Orders.
- VI. OMB Guidance, including the Uniform Guidance at 2 CFR 200 and 2900.
- VII. DOL-ETA Directives.
- VIII. Terms and conditions of this award.

2. Notice of Award

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

3. Funding Opportunity Announcement

The Funding Opportunity Announcement (FOA) (<https://www.doleta.gov/grants/pdf/FOA-ETA-20-01.pdf>) is hereby incorporated into this Notice of Award (NOA). Award recipients are bound by the authorizations, restrictions, and requirements contained in the FOA. Therefore, the expenditure of grant funds by the award recipient certifies that (your organization has read and will comply with all the parts that are contained in the NOA.

4. Federal Project Officer

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

Name: Susan Tesone
Telephone: 404-302-5375
E-mail: Tesone.Susan.R@dol.gov

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

5. Indirect Cost Rate and Cost Allocation Plan

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

- (1) Indirect Rate approved: See Attached
- (2) Type of Indirect Cost Rate: See Attached
- (3) Allocation Base: See Attached
- (4) Current period applicable to rate: See Attached

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

- B.
 - (1) Latest NICRA or CAP approved by the Federal Cognizant Agency¹ (FCA) is not current,
 - (2) NICRA or CAP has not been provided.

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

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

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

- C. The organization elected to exclude indirect costs from the proposed budget. Please be aware that incurred indirect costs (such as top management salaries, financial oversight, human resources, payroll, personnel, auditing costs, accounting and legal, etc. used for the general oversight and administration of the organization) must not be classified as direct costs; these types of costs are indirect costs. Only direct costs, as defined by the applicable

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

cost principles, will be charged. Audit disallowances may occur if indirect costs are misclassified as direct.

- D. The organization has never received a negotiated indirect cost rate and, pursuant to the exceptions noted at 2 CFR 200.414(f) in the Cost Principles, has elected to charge a de minimis rate of 10% of modified total direct costs (see 2 CFR 200.68 for definition) which may be used indefinitely. This methodology must be used consistently for all Federal awards until such time as you choose to negotiate for an indirect cost rate, which you may apply to do at any time. (See 2 CFR 200.414(f) for more information on use of the de minimis rate.)

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

6. Approved Statement of Work

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

7. Approved Budget

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

8. Return of Funds

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

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

9. Evaluation, Data, and Implementation

As the award recipient, your organization must cooperate during the implementation of a third-

party evaluation. This means providing DOL or its authorized contractor with the appropriate data and access to program operating personnel and participants in a timely manner.

10. Resources and Information

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

11. Cost Limitation Restrictions

a. Budget Flexibility

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

As directed in 2 CFR 200.308(e), for programs where the Federal share is over the simplified acquisition threshold (currently \$250,000), the transfer of funds among direct cost categories or programs, functions and activities is restricted such that if the cumulative amount of such transfers exceeds or is expected to exceed 10 percent of the total budget as last approved by the Federal awarding agency, the recipient must receive prior approval from the Grant Officer. Any changes within a specific cost category on the SF424(a) do not require a grant modification unless the change results in a cumulative transfer among direct cost categories exceeding 10% of total budget as noted above. It is recommended that your assigned FPO review any within-line changes to your budget prior to implementation to ensure they do not require a modification. For programs where the Federal share is below the simplified acquisition threshold, recipients are not required to obtain the Grant Officer's approval when transferring funds among direct cost categories. This includes transferring direct costs to the indirect cost category contained on the SF424(a).

b. Consultants

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

c. Non-Federal Share (Match or Cost Share)

This award does not include a match requirement.

d. Travel

This award waives the prior approval requirement for domestic travel as contained in 2 CFR 200.474. For domestic travel to be an allowable cost, it must be necessary, reasonable, allocable and conform to the non-Federal entities written policies and procedures. All travel must also

comply with Fly America Act (49 USC 40118), which states in part that any air transportation, regardless of price, must be performed by, or under a code-sharing arrangement with, a US Flag air carrier if service provided by such carrier is available.

e. Travel – Foreign

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

f. Travel – Mileage Reimbursement Rates

Pursuant to 2 CFR 200.474(a), all award recipients must have policies and procedures in place related to travel costs; however, for reimbursement on a mileage basis, this Federal award cannot be charged more than the maximum allowable mileage reimbursement rates for Federal employees. The 2020 mileage reimbursement rates are:

Modes of Transportation	Effective/Applicability Date	Rate per mile
Privately owned automobile	January 1, 2020	\$0.58
Privately owned motorcycle	January 1, 2020	\$0.55

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

12. Administrative Requirements

a. Audits

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

b. Changes in Micro-purchase and Simplified Acquisition Thresholds

The Office of Management and Budget memorandum (M-18-18), issued on June 20, 2018, increased the threshold for micro-purchases under Federal financial assistance awards from \$3,500 to \$10,000 and the threshold for simplified acquisitions under Federal financial assistance awards from \$100,000 to \$250,000. Please note that these two threshold increases were effective for all Employment and Training (ETA) grantees as of October 1, 2018. All ETA grantees should carefully review the above-referenced memorandum and make any necessary

updates to their financial and administrative policies, procedures and systems as a result of these threshold increases.

c. Closeout/Final Year Requirements

At the end of the grant period, the award recipient will be required to close the grant with the ETA. As the award recipient, your organization will be notified approximately 15 days prior to the end of the period of performance that the closeout process will begin once the grant ends. The information concerning the recipient's responsibilities at closeout may be found at 2 CFR 200.343. During the closeout process, the grantee must be able to provide documentation for all direct and indirect costs that are incurred. For instance, if an organization is claiming indirect costs, the documentation that is required is a Negotiated Indirect Cost Rate Agreement or Cost Allocation Plan issued by the grantee's Federal cognizant agency. Documentation for those approved to utilize a de minimis rate for indirect costs is demonstrated through the grant agreement. Not having documentation for direct or indirect costs will result in costs being disallowed and subject to debt collection. The only liquidation that can occur during closeout is the liquidation of accrued expenditures (NOT obligations) for goods and/or services received during the grant period (2 CFR 2900.15).

d. Creative Commons Attributions License

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

e. Equipment

Award Recipients must receive **prior approval** from the Grant Officer to purchase any equipment as defined in the Uniform Guidance at 2 CFR 200.33 (current threshold is \$5,000). Prior approval is required only when the acquisition cost is \$5,000 or more regardless of the non-Federal entity's capitalization threshold. Equipment purchases must be made in accordance with 2 CFR 200.313 or 2 CFR 200.439.

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

Recipients may not purchase equipment during the last year of the period of performance or the last year of full program service delivery (not follow up activities) whichever comes first. This may not be the same as the last twelve months of the period of performance. If any approved acquisition has not occurred prior to the last funded year of performance, approval for that item(s) is rescinded.

f. Federal Funding Accountability and Transparency Act (FFATA)

1. Reporting of first-tier subawards.
 - I. *Applicability.* Unless your organization is exempt as provided in paragraph [4.] of this award term, you must report each action that obligates \$25,000 or more in Federal funds that does not include Recovery funds (as defined in section 1512(a)(2) of the American Recovery and Reinvestment Act of 2009, Pub. L. 111-5) for a subaward to an entity (see definitions in paragraph [5.] of this award term).
 - II. *Where and when to report.*
 - I. You must report each obligating action described in paragraph [1.i.] of this award term to <https://www.fsrs.gov>.
 - II. For subaward information, you must report no later than the end of the month following the month in which the obligation was made. (For example, if the obligation was made on November 7, 2010, the obligation must be reported by no later than December 31, 2010.)
 - III. *What to report.* You must report the information about each obligating action that the submission instructions posted at <https://www.fsrs.gov> specify.
2. Reporting Total Compensation of Recipient Executives.
 - I. *Applicability and what to report.* You must report total compensation for each of your five most highly compensated executives for the preceding completed fiscal year, if—
 - I. the total Federal funding authorized to date under this award is \$25,000 or more;
 - II. in the preceding fiscal year, you received—
 - (A) 80 percent or more of your annual gross revenues from Federal procurement contracts (and subcontracts) and Federal financial assistance subject to the Transparency Act, as defined at 2 CFR 170.320 (and subawards); and
 - (B) \$25,000,000 or more in annual gross revenues from Federal procurement contracts (and subcontracts) and Federal financial assistance subject to the Transparency Act, as defined at 2 CFR 170.320 (and subawards); and
 - III. The public does not have access to information on the compensation of the executives through periodic reports filed under section 13(a) or 15(d) of the Securities Exchange Act of 1934 (15 U.S.C. 78m(a), 78o(d)) or section 6104 of the Internal Revenue Code of 1986. (To determine if the public has access to the compensation information, see the U.S. Security and Exchange Commission total compensation filings at <https://www.sec.gov/answers/execomp.htm>.)
 - II. *Where and when to report.* You must report executive total compensation described in paragraph [2.a.] of this award term:
 - a. As part of your registration profile at <http://www.sam.gov>.
 - b. By the end of the month following the month in which this award is made, and annually thereafter.
3. Reporting of Total Compensation of Subrecipient Executives.
 - I. *Applicability and what to report.* Unless you are exempt as provided in paragraph [4.] of this award term, for each first-tier subrecipient under this award, you shall report the names and total compensation of each of the subrecipient's five most

highly compensated executives for the subrecipient's preceding completed fiscal year, if—

- I. in the subrecipient's preceding fiscal year, the subrecipient received—
 - (A) 80 percent or more of its annual gross revenues from Federal procurement contracts (and subcontracts) and Federal financial assistance subject to the Transparency Act, as defined at 2 CFR 170.320 (and subawards); and
 - (B) \$25,000,000 or more in annual gross revenues from Federal procurement contracts (and subcontracts), and Federal financial assistance subject to the Transparency Act (and subawards); and
 - II. The public does not have access to information on the compensation of the executives through periodic reports filed under section 13(a) or 15(d) of the Securities Exchange Act of 1934 (15 U.S.C. 78m(a), 78o(d)) or section 6104 of the Internal Revenue Code of 1986. (To determine if the public has access to the compensation information, see the U.S. Security and Exchange Commission total compensation filings at <https://www.sec.gov/answers/execomp.htm>.)
- II. *Where and when to report.* You must report subrecipient executive total compensation described in paragraph [3.a] of this award term:
- I. To the recipient.
 - II. By the end of the month following the month during which you make the subaward. For example, if a subaward is obligated on any date during the month of October of a given year (i.e., between October 1 and 31), you must report any required compensation information of the subrecipient by November 30 of that year.

4. Exemptions

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

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

5. Definitions.

For purposes of this award term:

- a. *Entity* means all of the following, as defined in 2 CFR part 25:
 - I. A Governmental organization, which is a State, local government, or Indian tribe;
 - II. A foreign public entity;
 - III. A domestic or foreign nonprofit organization;
 - IV. A domestic or foreign for-profit organization;
 - V. A Federal agency, but only as a subrecipient under an award or subaward to a non-Federal entity.
- b. *Executive* means officers, managing partners, or any other employees in management positions.
- c. *Subaward*:
 - I. This term is used as a legal instrument to provide support for the performance of any portion of the substantive project or program for which you received this award and that you as the recipient award to an eligible subrecipient.

- II. The term does not include your procurement of property and services needed to carry out the project or program (for further explanation, see [2 CFR 200.330]).
- III. A subaward may be provided through any legal agreement, including an agreement that you or a subrecipient considers a contract.
- d. *Subrecipient* means an entity that:
 - I. Receives a subaward from you (the recipient) under this award; and
 - II. Is accountable to you for the use of the Federal funds provided by the subaward.
- e. *Total compensation* means the cash and noncash dollar value earned by the executive during the recipient's or subrecipient's preceding fiscal year and includes the following (for more information see 17 CFR 229.402(c)(2)):
 - I. *Salary and bonus.*
 - II. *Awards of stock, stock options, and stock appreciation rights.* Use the dollar amount recognized for financial statement reporting purposes with respect to the fiscal year in accordance with the Statement of Financial Accounting Standards No. 123 (Revised 2004) (FAS 123R), Shared Based Payments.
 - III. *Earnings for services under non-equity incentive plans.* This does not include group life, health, hospitalization or medical reimbursement plans that do not discriminate in favor of executives, and are available generally to all salaried employees.
 - IV. *Change in pension value.* This is the change in present value of defined benefit and actuarial pension plans.
 - V. *Above-market earnings on deferred compensation which is not tax-qualified.*
 - VI. Other compensation, if the aggregate value of all such other compensation (e.g. severance, termination payments, value of life insurance paid on behalf of the employee, perquisites or property) for the executive exceeds \$10,000.

g. Intellectual Property Rights

The Federal Government reserves a paid-up, nonexclusive and irrevocable license to reproduce, publish or otherwise use, and to authorize others to use for federal purposes: i) the copyright in all products developed under the grant, including a subgrant or contract under the grant or subgrant; and ii) any rights of copyright to which the recipient, subrecipient or a contractor purchases ownership under an award (including but not limited to curricula, training models, technical assistance products, and any related materials). Such uses include, but are not limited to, the right to modify and distribute such products worldwide by any means, electronically or otherwise. Federal funds may not be used to pay any royalty or license fee for use of a copyrighted work, or the cost of acquiring by purchase a copyright in a work, where the Department has a license or rights of free use in such work, although they may be used to pay costs for obtaining a copy which is limited to the developer/seller costs of copying and shipping. If revenues are generated by selling products developed with grant funds, including intellectual property, these revenues are considered as program income. Therefore, program income must be used in accordance with the provisions of this grant award and 2 CFR 200.307.

If applicable, the following needs to be on all products developed in whole or in part with grant funds:

“This workforce product was funded by a grant awarded by the U.S. Department of Labor’s Employment and Training Administration. The product was created by the recipient and does not necessarily reflect the official position of the U.S. Department of Labor. The Department of Labor makes no guarantees, warranties, or assurances of any kind, express or implied, with respect to such information, including any information on linked sites and including, but not limited to, accuracy of the information or its completeness, timeliness, usefulness, adequacy, continued availability, or ownership. This product is copyrighted by the institution that created it.”

h. Intellectual Property Rights and the Bayh-Dole Act

All small business firms, and non-profit organizations (including Institutes of Higher Education) must adhere to the Bayh Dole Act, which requirements are provided at 37 CFR 401.3(a) and at <https://doleta.gov/grants/pdf/BayhDoleGrantTerm.pdf>. To summarize, these requirements describe the ownership of Intellectual Property rights and the government’s nonexclusive, nontransferable, irrevocable, paid-up license to use any invention conceived or first actually reduced to practice in the performance of work under this grant. These requirements are in addition to those found in the Intellectual Property Rights term provided in this document.

i. Personally Identifiable Information

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

j. Pre-Award

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

k. Procurement

The Uniform Guidance Procurement Standards at 2 CFR 200.317-326 require all award recipients and subrecipients to conduct procurement transactions in a manner that promote practical, open and free competition. If the award recipient specifies the entity that will provide the goods or services in their statement of work, then the DOL ETA’s description of award does not provide the justification for such sole-source procurement.

l. Program Income

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

m. Publicity

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

n. Recipient Integrity and Performance Matters

1. If the total value of your currently active grants, cooperative agreements, and procurement contracts from all Federal awarding agencies exceeds \$10,000,000 for any period of time during the period of performance of this Federal award, then you as the award recipient during that period of time must maintain the currency of information reported to the System for Award Management (SAM) that is made available in the designated integrity and performance system (currently the Federal Awardee Performance and Integrity Information System (FAPIIS)) about civil, criminal, or administrative proceedings described in paragraph 2 of this award term and condition. This is a statutory requirement under section 872 of Public Law 110-417, as amended (41 U.S.C. 2313). As required by section 3010 of Public Law 111-212, all information posted in the designated integrity and performance system on or after April 15, 2011, except past performance reviews required for Federal procurement contracts, will be publicly available.
2. Proceedings about which you must report. Submit the information required about each proceeding that:
 - a. Is in connection with the award or performance of a grant, cooperative agreement, or procurement contract from the Federal Government;
 - b. Reached its final disposition during the most recent 5-year period; and
 - c. Is one of the following:
 - I. A criminal proceeding that resulted in a conviction, as defined in paragraph 5. of this award term
 - II. A civil proceeding that resulted in a finding of fault and liability and paying a monetary fine, penalty, reimbursement, restitution, or damages of \$5,000 or more;
 - III. An administrative proceeding, as defined in paragraph 5. of this award term, that resulted in a finding of fault and liability and your payment of either monetary fine or penalty of \$5,000 or more or a reimbursement, restitution, or damages in excess of \$100,000; or
 - IV. Any other criminal, civil, or administrative proceeding if:
 - (A) It could have led to an outcome described in paragraph 2.c.I, II, or III of this award term;

- (B) It had a different disposition arrived at by consent or compromise with an acknowledgment of fault on your part; and
 - (C) The requirement in this award term to disclose information about the proceeding does not conflict with applicable laws and regulations.
- 3. **Reporting procedures.** Enter in SAM Entity Management area (formerly CCR), or any successor system, the FAPIIS information that SAM requires about each proceeding described in paragraph 2. of this award term. You do not need to submit the information a second time under assistance awards that you received if you already provided the information through SAM (formerly CCR) because you were required to do so under Federal procurement contracts that you were awarded.
- 4. **Reporting frequency.** During any period of time when you are subject to the requirement in paragraph 1. of this award term, you must report FAPIIS information through SAM no less frequently than semiannually following your initial report of any proceedings for the most recent 5-year period, either to report new information about any proceeding(s) that you have not reported previously or affirm that there is no new information to report.
- 5. **Definitions.** For purposes of this award term:
 - a. Administrative proceeding means a non-judicial process that is adjudicatory in nature in order to make a determination of fault or liability (e.g., Securities and Exchange Commission Administrative proceedings, Civilian Board of Contract Appeals proceedings, and Armed Services Board of Contract Appeals proceedings). This includes proceedings at the Federal and State level. It does not include audits, site visits, corrective plans, or inspection of deliverables.
 - b. Conviction, for purposes of this award term, means a judgment or conviction of a criminal offense by any court of competent jurisdiction, whether entered upon a verdict or a plea, and includes a conviction entered upon a plea of nolo contendere.
 - c. Total value of currently active grants, cooperative agreements, and procurement contracts includes —
 - I. Only the Federal share of the funding under any award with a recipient cost share or match; and
 - II. The value of all options, even if not yet exercised.

o. Reports

All ETA recipients are required to submit quarterly financial and narrative progress reports for each grant award.

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

[9130 Financial Reporting Resources.pdf](#)

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

- b. **Quarterly Narrative Progress Reports.** Recipients are required to submit a narrative quarterly and final report on grant activities funded under this award. All reports are due no later than 45 calendar days after the end of each specified reporting quarter. Reporting quarter end dates are March 31, June 30, September 30, and December 31.
1. The last quarterly progress report that award recipients submit will serve as the grant's Final Performance Report. This report should provide both **quarterly and cumulative** information on the grant's activities. It must summarize project activities, employment outcomes and other deliverables, and related results of the project.
 2. The recipient shall use any standard forms and instructions to report on training and employment outcomes and other data relating to the progress reports as provided by ETA.
 3. The recipient shall utilize standard reporting processes and electronic reporting systems to submit their quarterly progress reports as provided by ETA.

p. Requirements for Conference and Conference Space

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

q. Subawards

A *subaward* means an award provided by a pass-through entity to a subrecipient for the subrecipient to carry out part of a Federal award received by the pass-through entity. It does not include payments to a contractor or payments to an individual that is a beneficiary of a Federal program. A subaward may be provided through any form of legal agreement, including an agreement that the pass-through entity considers a contract.

The provisions of the Terms and Conditions of this award will be applied to any subrecipient under this award. The recipient is responsible for monitoring the subrecipient, ensuring that the Terms and Conditions are in all subaward packages and that the subrecipient comply with all applicable regulations and the terms and conditions of this award (2 CFR 200.101(b)(1)).

r. Supportive Services & Participant Support Costs

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

s. System for Award Management

1. Requirement for System of Award Management (SAM)

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

2. Requirement for unique entity identifier

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

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

3. Definitions

For purposes of this award term:

- i. *System of Award Management (SAM)* is the Federal repository where award recipients register to do business with the U.S. government. Additional information about registration procedures may be found at the SAM Internet site (currently at <http://www.sam.gov>).
- ii. *Unique entity identifier* means the code that is unique to a registered entity in order to complete its registration on SAM.
- iii. *Entity*, as it is used in this award term, means all of the following, as defined at 2 CFR part 25, subpart C:
 - a. A Governmental organization, which is a State, local government, or Indian Tribe;
 - b. A foreign public entity;
 - c. A domestic or foreign nonprofit organization;
 - d. A domestic or foreign for-profit organization; and
 - e. A Federal agency, but only as a subrecipient under an award or subaward to a non-Federal entity.
- iv. *Subaward*:
 - a. This term means a legal instrument to provide support for the performance of any portion of the substantive project or program for which you received this award and that you as the recipient award to an eligible subrecipient.
 - b. The term does not include your procurement of property and services needed to carry out the project or program (for further explanation, see 2 CFR 200.330).
 - c. A subaward may be provided through any legal agreement, including an agreement that you consider a contract.
- v. *Subrecipient* means an entity that:
 - a. Receives a subaward from you under this award; and

b. Is accountable to you for the use of the Federal funds provided by the subaward.

t. SAM Registration Validation

ETA advises grant recipients registered in SAM to log into SAM and review their registration information, particularly their financial information and points of contact. Further, the DUN and EIN numbers must remain active until the grant award closeout process is fully completed. See TEN 18-17 for additional guidance.

u. Vendor/Contractor

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

v. Whistleblower Protection

This grant and employees working on this grant are subject to the whistleblower rights and remedies established at 41 U.S.C. 4712. The recipient shall inform its employees in writing, in the predominant language of the workforce, of employee whistleblower rights and protections under 41 U.S.C. 4712, as described in section 3.908 of the Federal Acquisition Regulation (48 CFR 3.908; note that for the purpose of this term and condition, use of the term "contract," "contractor," "subcontract," or "subcontractor" in section 3.908 should be read as "grant," "grantee," "subgrant," or "subgrantee"). The recipient shall insert the substance of this clause in all subgrants and contracts over the simplified acquisition threshold.

13. Program Requirements

The Funding Opportunity Announcement contains the program requirements for this award.

14. Federal Appropriations Requirements

a. Fair Labor Standards Act Amendment for Major Disasters

The Fair Labor Standards Act of 1938 (“FLSA”) will apply as if the following language was added to section 7 (the “Maximum Hours Worked” section). This language specifically relates to occurrences of a major disaster (as declared or designated by the State or Federal government) and are applied for a period of two years afterwards. The language is as follows:

“(s)(1) The provisions of this section [maximum hours worked] shall not apply for a period of 2 years after the occurrence of a major disaster to any employee—
“(A) employed to adjust or evaluate claims resulting from or relating to such major disaster, by an employer not engaged, directly or through an affiliate, in underwriting, selling, or marketing property, casualty, or liability insurance policies or contracts;

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

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

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

“(iv) negotiating settlements; or

“(v) making recommendations regarding litigation.

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

“(3) For purposes of this subsection—

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

“(B) the term ‘employee employed to adjust or evaluate claims resulting from or relating to such major disaster’ means an individual who timely secured or secures a license required by applicable law to engage in and perform the activities described in clauses (i) through (v) of paragraph (1)(C) relating to a major disaster, and is employed by an employer that maintains worker compensation insurance coverage or protection for its employees, if required by applicable law, and withholds applicable Federal, State, and local income and payroll taxes from the wages, salaries and any benefits of such employees; and

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

b. Prohibition on Contracting with Corporations with Felony Criminal Convictions

The recipient may not knowingly enter into a contract, memorandum of understanding, or cooperative agreement with, make a grant to, or provide a loan or loan guarantee to, any corporation that was convicted of a felony criminal violation under any Federal law within the preceding 24 months.

c. Prohibition on Contracting with Corporations with Unpaid Tax Liabilities

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

d. Prohibition on Providing Federal Funds to ACORN

These funds may not be provided to the Association of Community Organizations for Reform Now (ACORN), or any of its affiliates, subsidiaries, allied organizations or successors.

e. Reporting of Waste, Fraud and Abuse

No entity receiving federal funds may require employees or contractors of such entity seeking to report fraud, waste, or abuse to sign internal confidentiality agreements or statements prohibiting or otherwise restricting such employees or contractors from lawfully reporting such waste, fraud, or abuse to a designated investigative or law enforcement representative of a Federal department or agency authorized to receive such information.

15. Public Policy

a. Architectural Barriers

The Architectural Barriers Act of 1968, 42 U.S.C. 4151 et seq., as amended, the Federal Property Management Regulations (see 41 CFR 102-76), and the Uniform Federal Accessibility Standards issued by GSA (see 36 CFR 1191, Appendixes C and D) set forth requirements to make facilities accessible to, and usable by, the physically handicapped and include minimum design standards. All new facilities designed or constructed with grant support must comply with these requirements.

b. Drug-Free Workplace

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

c. Executive Orders

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

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

13166: As clarified by Executive Order 13166, Improving Access to Services for Persons with Limited English Proficiency, dated August 11, 2000, and resulting agency guidance, national origin discrimination includes discrimination on the basis of limited English proficiency (LEP). To ensure compliance with Title VI, recipients must take reasonable steps to ensure that LEP persons have meaningful access to programs in accordance with DOL's Policy Guidance on the Prohibition of National Origin Discrimination as it Affects Persons with Limited English

Proficiency [05/29/2003] Volume 68, Number 103, Page 32289-32305. Meaningful access may entail providing language assistance services, including oral and written translation, where necessary. Recipients are encouraged to consider the need for language services for LEP persons served or encountered both in developing budgets and in conducting programs and activities. For assistance and information regarding your LEP obligations, go to <http://www.lep.gov>.

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

13788: Pursuant to Executive Order 13788, by drawing down funds, the recipient agrees to comply with sections 8301 through 8303 of title 41, United States Code (commonly known as the "Buy American Act"). Additionally, no funds may be made available to any person or entity that has been convicted of violating the Buy American Act.

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

These requirements do not apply to 1) items for use outside of the United States, 2) items that are not mined, produced, or manufactured in the United States in sufficient and reasonably available commercial quantities and are not of a satisfactory quality; and 3) manufactured items procured under any contract with an award value that is equal to or less than the micro-purchase threshold (currently \$10,000). In order to claim an exception to these requirements under 1 or 2 above, the recipient must get prior approval from the Grant Officer. Prior approval is not needed for purchases under the micro-purchase threshold.

d. Flood Insurance

The Flood Disaster Protection Act of 1973, as amended, 42 U.S.C. 4001 *et seq.*, provides that no Federal financial assistance to acquire, modernize, or construct property may be provided in communities in the United States identified as flood-prone, unless the community participates in the National Flood Insurance Program and flood insurance is purchased within 1 year of the identification. The flood insurance purchase requirement applies to both public and private applicants for the DOL support. Lists of flood-prone areas that are eligible for flood insurance are published in the Federal Register by FEMA.

e. Hotel-Motel Fire Safety

Pursuant to 15 U.S.C. 2225a, the recipient must ensure that all space for conferences, and, conventions or training seminars funded in whole or in part with federal funds complies with the protection and control guidelines of the Hotel and Motel Fire Safety Act (P.L. 101-391, as amended). Recipients may search the Hotel Motel National Master List at

<https://apps.usfa.fema.gov/hotel/> to see if a property is in compliance, or to find other information about the Act.

f. Prohibition on Trafficking in Persons

1. Trafficking in persons.

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

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

(A). Engage in severe forms of trafficking in persons during the period of time that the award is in effect;

(B). Procure a commercial sex act during the period of time that the award is in effect; or

(C). Use forced labor in the performance of the award or subawards under the award.

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

(A). Is determined to have violated a prohibition in paragraph a.1 of this award term; or

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

i. Associated with performance under this award; or

ii. Imputed to you or the subrecipient using the standards and due process for imputing the conduct of an individual to an organization that are provided in 2 CFR part 180, “OMB Guidelines to Agencies on Governmentwide Debarment and Suspension (Nonprocurement),” as implemented by our agency at 2 CFR Part 2998.

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

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

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

(A). Associated with performance under this award; or

(B). Imputed to the subrecipient using the standards and due process for imputing the conduct of an individual to an organization that are provided in 2 CFR part 180, “OMB Guidelines to Agencies on Governmentwide Debarment and Suspension (Nonprocurement),” as implemented by our agency at 29 CFR Part 98.

c. Provisions applicable to any recipient.

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

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

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

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

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

d. *Definitions.* For purposes of this award term:

I. "Employee" means either:

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

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

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

III. "Private entity":

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

(B). Includes:

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

ii. A for-profit organization.

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

g. Veterans' Priority Provisions

The Jobs for Veterans Act (Public Law 107-288) requires recipients to provide priority service to veterans and spouses of certain veterans for the receipt of employment, training, and placement services in any job training program directly funded, in whole or in part, by the DOL. The regulations implementing this priority of service can be found at 20 CFR part 1010. In circumstances where a grant recipient must choose between two qualified candidates for a service, one of whom is a veteran or eligible spouse, the veterans priority of service provisions require that the grant recipient give the veteran or eligible spouse priority of service by first providing him or her that service. To obtain priority of service, a veteran or spouse must meet the program's eligibility requirements. Recipients must comply with the DOL guidance on veterans' priority. ETA's Training and Employment Guidance Letter (TEGL) No. 10-09 (issued November 10, 2009) provides guidance on implementing priority of service for veterans and eligible spouses in all qualified job training programs funded in whole or in part by DOL. TEGL No. 10-09 is available at http://wdr.doleta.gov/directives/corr_doc.cfm?DOCN=2816.

16. Attachments

[Attachment A](#)

[Attachment B](#)

[Attachment C](#)

[Attachment D](#)

[Attachment E](#)

Attachment A: SF-424

Application for Federal Assistance SF-424		
* 1. Type of Submission: <input type="checkbox"/> Preapplication <input checked="" type="checkbox"/> Application <input type="checkbox"/> Changed/Corrected Application	* 2. Type of Application: <input checked="" type="checkbox"/> New <input type="checkbox"/> Continuation <input type="checkbox"/> Revision	* If Revision, select appropriate letter(s): <input type="text"/> * Other (Specify): <input type="text"/>
* 3. Date Received: <input type="text" value="01/09/2020"/>	4. Applicant Identifier: <input type="text"/>	
5a. Federal Entity Identifier: <input type="text"/>	5b. Federal Award Identifier: <input type="text"/>	
State Use Only:		
6. Date Received by State: <input type="text"/>	7. State Application Identifier: <input type="text" value="Choose State..."/>	
8. APPLICANT INFORMATION:		
* a. Legal Name: <input type="text" value="Florida Department of Economic Opportunity"/>		
* b. Employer/Taxpayer Identification Number (EIN/TIN): <input type="text" value="36-4706134"/>	* c. Organizational DUNS: <input type="text" value="9689306640000"/>	
d. Address:		
* Street1:	<input type="text" value="107 E. Madison St."/>	
Street2:	<input type="text" value="MSC 120"/>	
* City:	<input type="text" value="Tallahassee"/>	
County/Parish:	<input type="text"/>	
* State:	<input type="text" value="FL: Florida"/>	
Province:	<input type="text"/>	
* Country:	<input type="text" value="USA: UNITED STATES"/>	
* Zip / Postal Code:	<input type="text" value="32399-6545"/>	
e. Organizational Unit:		
Department Name: <input type="text" value="Dept. of Economic Opportunity"/>	Division Name: <input type="text" value="Workforce Services"/>	
f. Name and contact information of person to be contacted on matters involving this application:		
Prefix: <input type="text"/>	* First Name:	<input type="text" value="Isabelle"/>
Middle Name: <input type="text"/>		
* Last Name:	<input type="text" value="Potts"/>	
Suffix: <input type="text"/>		
Title:	<input type="text" value="Supervisor, Program Development and Research"/>	
Organizational Affiliation: <input type="text"/>		
* Telephone Number: <input type="text" value="850-921-3148"/>	Fax Number: <input type="text"/>	
* Email:	<input type="text" value="isabelle.potts@deo.myflorida.com"/>	

Application for Federal Assistance SF-424

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

A: State Government

Type of Applicant 2: Select Applicant Type:

Type of Applicant 3: Select Applicant Type:

* Other (specify):

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

Employment and Training Administration

11. Catalog of Federal Domestic Assistance Number:

17.277

CFDA Title:

WIOA National Dislocated Worker Grants / WIA National Emergency Grants

*** 12. Funding Opportunity Number:**

FOA-ETA-20-01

* Title:

The Support to Communities: Fostering Opioid Recovery Through Workforce Development

13. Competition Identification Number:

FOA-ETA-20-01

Title:

The Support to Communities: Fostering Opioid Recovery Through Workforce Development

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

Add Attachment

Delete Attachment

View Attachment

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

FL-Opioid Crisis

Attach supporting documents as specified in agency instructions.

Add Attachments

Delete Attachments

View Attachments

Application for Federal Assistance SF-424

16. Congressional Districts Of:

* a. Applicant

* b. Program/Project

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

Add Attachment

Delete Attachment

View Attachment

17. Proposed Project:

* a. Start Date:

* b. End Date:

18. Estimated Funding (\$):

* a. Federal	<input type="text" value="5,000,000.00"/>
* b. Applicant	<input type="text" value="0.00"/>
* c. State	<input type="text" value="0.00"/>
* d. Local	<input type="text" value="0.00"/>
* e. Other	<input type="text" value="0.00"/>
* f. Program Income	<input type="text" value="0.00"/>
* g. TOTAL	<input type="text" value="5,000,000.00"/>

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

a. This application was made available to the State under the Executive Order 12372 Process for review on

b. Program is subject to E.O. 12372 but has not been selected by the State for review.

c. Program is not covered by E.O. 12372.

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

Yes No

If "Yes", provide explanation and attach

Add Attachment

Delete Attachment

View Attachment

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

** I AGREE

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

Authorized Representative:

Prefix: * First Name:

Middle Name:

* Last Name:

Suffix:

* Title:

* Telephone Number: Fax Number:

* Email:

* Signature of Authorized Representative: * Date Signed:

Attachment B: SF-424A

BUDGET INFORMATION - Non-Construction Programs

OMB Number: 4040-0006
Expiration Date: 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. FL-Fostering Opioid Recovery Through Workforce Development	17.277	\$ <input type="text"/>	\$ <input type="text"/>	\$ 5,000,000.00	\$ <input type="text"/>	\$ 5,000,000.00
2.	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>
3.	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>
4.	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>
5. Totals		\$ <input type="text"/>	\$ <input type="text"/>	\$ 5,000,000.00	\$ <input type="text"/>	\$ 5,000,000.00

SECTION B - BUDGET CATEGORIES

6. Object Class Categories	GRANT PROGRAM, FUNCTION OR ACTIVITY				Total (5)
	(1)	(2)	(3)	(4)	
	FL-Fostering Opioid Recovery Through Workforce Development				
a. Personnel	\$ 118,560.00	\$	\$	\$	\$ 118,560.00
b. Fringe Benefits	45,053.00				45,053.00
c. Travel	26,250.00				26,250.00
d. Equipment					
e. Supplies	3,000.00				3,000.00
f. Contractual	4,664,972.00				4,664,972.00
g. Construction					
h. Other	12,424.00				12,424.00
i. Total Direct Charges (sum of 6a-6h)	4,870,259.00				\$ 4,870,259.00
j. Indirect Charges	129,741.00				\$ 129,741.00
k. TOTALS (sum of 6i and 6j)	\$ 5,000,000.00	\$	\$	\$	\$ 5,000,000.00
7. Program Income	\$	\$	\$	\$	\$

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SECTION C - NON-FEDERAL RESOURCES

(a) Grant Program		(b) Applicant	(c) State	(d) Other Sources	(e)TOTALS
8.	FL-Fostering Opioid Recovery Through Workforce Development	\$ <input type="text"/>	\$ <input type="text"/>	\$ <input type="text"/>	\$ <input type="text"/>
9.	<input type="text"/>	<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.	FL-Fostering Opioid Recovery Through Workforce Development	\$ <input type="text"/>	\$ <input type="text"/>	\$ <input type="text"/>	\$ <input type="text"/>
17.	<input type="text"/>	<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"/>
23. Remarks: <input type="text"/>	

Attachment C: Budget Narrative

GRANTEE LEVEL

Personnel	Monthly Salary	FTE	Months	Total
GOC II	4,000.00	45.0%	48	86,400.00
SMAS	5,000.00	11.0%	48	26,400.00
GOC II Monitor	4,000.00	3.0%	48	5,760.00
Total Personnel				118,560.00
Fringe benefits @ 38% personnel (FICA, Retirement, Health Insurance, Life Insurance, State Disability Insurance)				45,053.00
Travel 25 trips for 2 Staff members @ \$600 per trip (2 traveler in state, one hotel night at \$135 per traveler, meals and per diem at \$90 per traveler, rental car, tolls, and gas at \$140 per trip)				26,250.00
Staff Supplies \$750 per year - General Office consumables and Supplies				3,000.00
Shared Costs				
Shared Agency Overhead Costs (Rent, cost pool allocations for utilities and internet, data processing)				9,424.00
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)				3,000.00
Total Shared Costs				12,424.00
Contractual - Program Operator Expenses	Monthly Salary	FTE	Months	
Supportive/Treatment Services 300 participants @1900				279,300.00
Career Services 658 participants @ \$1,605				513,600.00
Training and OJT services 560 participants @ \$4,000				1,200,000.00
10 Case managers for four years	2,200.00	10	48	1,056,000.00
Fringe benefits @ 33%			48	348,480.00
2.5 Program Managers/Supervisors for four years	3,000.00	2.5	48	360,000.00
Fringe benefits @ 33%				118,800.00
Staff Travel 10 case managers x \$126/month x 48 months				60,480.00
Staff supplies 10 case managers x \$66/month x 48 months				31,680.00
Communication and Outreach				75,000.00
Pooled Career Center Costs @ 10% of staff-related costs)				197,544.00
Admin Costs @ 10%				424,088.00
Total Contractual				4,664,972.00
Indirect Rate 79.2972% of Total Personnel + fringe benefits				
(118,560+45,053)*79.2972%=\$129,741				129,741.00
TOTAL GRANT				5,000,000.00

This budget provides an appropriate level of support for grant activities in terms of staffing at the state and local levels:

- * A half-time professional position will be assigned to this grant to conduct ongoing evaluations of grant progress, gather and disseminate best practices, provide just-in-time, and facilitate any national evaluation.
- * At the local level, 10 case managers will be assigned to work with eligible participants, business service representatives, and local partners to implement the project in their areas.
- * Based on past experience and planned career services and training activities, there is an adequate amount budgeted for these activities, as well as for support services.
- * \$75,000 is specifically budgeted to assist the participating partners conduct outreach to targeted populations and employers.

Attachment D: Statement of Work

PROJECT NARRATIVE

A. Statement of Need (12 points)

(1) Service Area (8 points)

The rise of opioid use has impacted Florida in many ways, as evident in emergency departments and hospitals throughout the state. Although legal restrictions and drug reformulations resulted in a period of decline in drug fatalities in 2010, by 2016 drug-related mortality rates increased in Florida due to production and distribution and use of illegal drugs such as Fentanyl.¹

To better understand regional need and interest in participating in this grant, the Department of Economic Opportunity (DEO) surveyed 12 local workforce development boards (LWDBs) in areas with drug-related mortality rate increases above the national rate. Survey results from LWDBs in the identified areas and research uncover the following common needs:

- To improve recovery systems and increase capacity for treatment to return individuals with substance misuse disorders to the workforce. A recent study estimates that the opioid crisis resulted in a labor force participation decline in Florida of .7 percent per year from 1999 to 2015.²
- To reduce fatality and overdose rates to decrease the high cost of drug-related hospitalizations and emergency department visits.
- To increase awareness and identification of substance misuse disorders in the workplace and implement effective strategies to address such misuse.
- To provide employment opportunities to individuals affected by the opioid epidemic.

Five LWDBs that meet the requirements of the grant responded with a commitment to help their

¹ “Patterns and Trends of the Opioid Epidemic in Florida 2018; Covering Data from Calendar Years 2017-2018”; Florida Department of Children and Families; <http://www.floridahealth.gov/statistics-and-data/e-force/fl-seow-annual-report-2018.pdf>

² “State-By-State: The Labor Force and Economic Effects of the Opioid Crisis”; Ben Gitis, September 12, 2018; <https://www.AmericanActionForum.org>

communities recover from the devastation of the opioid crisis through this grant. See Table 1. These LWDBs communicated a need to strengthen existing efforts with local health care providers, law enforcement agencies, educational institutions, and community-based organizations to expand targeted strategies that reduce the negative effect of opioids and other drugs on their communities. CareerSource (CS) Central Florida (LWDB 12), CS Pasco Hernando (LWDB 16) and CS Flagler Volusia (LWDB 11) plan to work together to achieve that aim. CS Suncoast (LWDB 18) has some of the highest rates of opioid-related deaths in the state. Finally, CS Gulf Coast (LWDB 4), is a rural area that is under extreme stress due to Hurricane Michael.

TABLE 1 – Opioid Mortality Rates per 100,000 for Targeted Counties in Florida Compared to the US³

LWDB	County	1999⁴	2017	Rate Increase
18	MANATEE	0	32.7	32.7
18	SARASOTA	0	30.6	30.6
16	HERNANDO	0	13.5	13.5
16	PASCO	0	14.1	14.1
12	LAKE	0	17.5	17.5
12	OSCEOLA	0	16.4	16.4
12	SEMINOLE	0	20.8	20.8
11	VOLUSIA	0	26.9	26.9
4	BAY	0	12.5	12.5
NATIONAL	USA	3.1	15.2	12.1
STATE	FLORIDA	2.8	16.6	13.8

The cost of non-fatal opioid-related hospital visits have increased since 2000. The impact of this upward trend can be seen clearly in the rate of visits to healthcare facilities and increased costs of care for opioid related emergencies and hospitalizations. The cost of non-fatal opioid related

³ Source: CDC WONDER, Center for Disease Control; Dataset: Multiple Cause of Death, 1999, 2017, Age-Adjusted; Query Parameters: MCD - ICD-10 Codes: T 40.0 Opium, T 40.1 Heroin, T 40.2 Other opioids, T 40.3 Methadone, T 40.4 Other synthetic narcotics, , T 40.6 Other and unspecified narcotics.

⁴ Suppressed data and unreliable rates: Sub-national data representing fewer than ten persons (0-9) are suppressed. Rates are marked as "unreliable" when the death count is less than 20. For purposes of this analysis, suppressed and unreliable rates were given a value of 0.

visits to hospitals in Florida increased from \$27.1 million in 2000 to \$167.7 million in 2018.⁵ Even more dramatically, non-fatal opioid related visits to emergency departments had a similar rate of increase over just eight years (as opposed to 18 years for hospital visits), going from \$11.5 million in 2010 to \$58.6 million in 2018. The rate of visits to emergency departments increased from 12.4 per 100,000 to 46.7 per 100,000.⁶

(2) Demonstration of Economic and Employment Downturn (4 points)

According to the American Action Forum, the State of Florida experienced a slowdown in economic growth between 1999 and 2015 due to opioid abuse that mirrors the impact of opioids nationwide, losing 128,800 workers while the volume of prescription opioids per capita rose 275%. As the American Action Forum stated, “Had opioids not drawn out 128,800 prime-age workers out of the labor force, the state’s economy would have grown roughly 40 percent faster.”⁷ The National Survey of Drug Use and Health reports that employees with pain medication use disorder miss on average 29 work days compared to approximately 10 days for typical employees.⁸ As cited in its Petition against opioid manufacturers, the City of Orlando, in LWDB 12, has suffered significant financial consequences as a result of the opioid crisis, including increased healthcare, substance abuse, and law enforcement expenditures.⁹ Around the state, including in LWDBs participating in this grant, there is a paradox of recent

⁵ Source: Non-fatal overdose count data in Florida Emergency Departments were collected from Florida's Agency for Health Care Administration. Rates calculated using census estimated populations from the University of Florida's Bureau of Economic and Business Research <https://www.bebr.ufl.edu/population/dat>

⁶ Ibid.

⁷ <https://www.americanactionforum.org/project/opioid-state-summary/florida/>.

⁸ As cited in “Substance Use Cost Calculator for US Employers with an Emphasis on Prescription Pain Medication Misuse”, *Journal of Occupational and Environmental Medicine*, September 20, 2017. <https://www.ncbi.nlm.nih.gov/pmc/articles/PMC5671784/>

⁹ City of Orlando v. Purdue Pharma, L.P., et al, https://s3.amazonaws.com/wmfeimages/wp-content/uploads/2019/11/11171009/Orlando_Complaint_11-11-2019.pdf

closures of healthcare facilities¹⁰ coupled with significant labor shortages for healthcare workers, particularly nurses.¹¹ CS Gulf Coast saw its hospital in Panama City lay off over 600 workers following Hurricane Michael. CS Central Florida and CS Suncoast also experienced multiple closures of healthcare facilities.

Additionally, several areas in the state have seen disruptions of the workforce caused by the severe hurricanes that have afflicted the state. For example, Bay County in the Florida Panhandle saw a displacement of 20% of its workforce, over 20,000 individuals in this small area becoming homeless, and severe behavioral problems demonstrated by school-age children. The desperation resulting from Hurricane Michael created additional mental health and substance abuse issues in the area as evidenced by an increase in overdoses from 125 in 2017 (pre-hurricane) to 314 in 2018/19.¹² Fatalities from overdoses followed a more severe pattern, even though all sheriff's deputies carry and administer Naloxone.¹³ The Central Florida area saw a large influx of evacuees from Hurricane Maria whose reintegration into the workforce has been slow due to the severity of their needs following the displacement. An exceptionally high demand for construction workers of all sorts is a result, in part, of the acute need for housing/repairs in areas affected by these storms.¹⁴ Ironically, the construction industry is recognized as the one most affected by opioid misuse.¹⁵

¹⁰ WARN Notices, <http://www.floridajobs.org/office-directory/division-of-workforce-services/workforce-programs/reemployment-and-emergency-assistance-coordination-team-react/warn-notice>

¹¹ Registered Nurses and Licensed and Practical Nurses are # 1 and 12 among the demand occupations in the state, <http://www.floridajobs.org/workforce-statistics/publications-and-reports/labor-market-information-reports/regional-demand-occupations-list>

¹² Information provided to CS Gulf Coast by the Bay County Sheriff's Department and counts only calls attended to by their staff.

¹³ Ibid.

¹⁴ Seven construction occupations are listed among the top 25 demand occupations in the state. <http://floridajobs.org/workforce-statistics/publications-and-reports/labor-market-information-reports/regional-demand-occupations-list>.

¹⁵ "WCRI Annual Conference: Opioid Crisis Still Very Much Top of Mind", March 1, 2019. <https://www.iii.org/insuranceindustryblog/wcri-opioid-crisis/>

B. Expected Outcomes and Outputs (30 points)

a. Total number of participants who begin job training activities and services:	658
b. Total number of participants who receive supportive and/or recovery treatment services:	300
c. Total number of participants who complete training activities and services:	526
d. Total number of participants who enter employment related to the training and services:	494
e. Total number of participants who retain employment for 6 months:	450
f. Total number of participants who retain employment for 12 months:	429
g. Cost Per Participant and Cost Per Positive Outcome:	\$7,600 and \$8,445

Participating partners' roles. Participating partners (the five LWDBs) have considerable experience in serving the needs of job seekers, including individuals with barriers, as well as targeted employers within their local areas. They also have experience managing special projects to address just-in-time needs within their areas. For this project, each one of the LWDBs has begun working with local partners that are committed to addressing the workforce needs created by the opioid epidemic. Each local partnership will contain, at a minimum, key educational, healthcare, business, and law-enforcement partners. For this project, the participating LWDBs have identified additional participating partners and created formal agreements with these participating partners, as documented in the Letters of Commitment and Organizational Chart attachments. Local teams intend to achieve the goals of this grant by the end of the period of performance for this grant by:

- Hiring participants in Peer Counselor and Assessment roles through classroom and On-the-Job Training (OJT) that will lead to state certifications.
- Providing best practices training to Human Resources (HR) professionals regarding drug issues in the workplace.

- Identifying employers within the healthcare communities willing to hire newly-trained healthcare workers and placing eligible participants in work-based training activities and unsubsidized employment.
- Providing resources and training to new entrants in the healthcare field to recognize and respond to patients with opioid and other drug misuse problems.
- Providing incumbent worker training to workers in the health industry, as well as social services and law enforcement, to enable them to identify and deal with individuals with drug misuse problems.
- Recruiting program candidates among individuals with barriers, including those who are affected (or at risk of being personally affected) by the opioid crisis and providing them recovery and support services, career services, and classroom and work-based training through OJT and work experiences. Participating LWDBs have identified justice-involved individuals, youth in foster care due to parental drug abuse, and individuals with disabilities, and homeless individuals (to include homeless Veterans), among others.

Participants to be served. This project will serve the following individuals as referenced in section III.C.3. of the Grant Announcement:

- Workers personally affected by the opioid epidemic (dislocated workers, new entrants into the workforce or incumbent workers). These include individuals with barriers to employment. As their skill levels vary (including soft skills), these individuals will receive individualized services meant to enable them to obtain employment that leads to self-sufficiency. Users in recovery may be trained for peer counseling training job opportunities.
- Workers seeking to enter professions that could help address the opioid crisis. These individuals may be dislocated workers, new entrants into the workforce, or incumbent

workers and may face barriers to employment. The skill level may vary from front-line, entry-level occupations such as certified nursing assistant, RNs and LPNs, as well as specialized professional workers within health/opioid-related recovery occupations.

Outreach and recruitment strategies. Participating LWDBs will leverage their existing resources and their project-related partnerships to reach out both to targeted employers and targeted populations in order to secure the training opportunities needed to serve eligible participants and fill the talent need of local employers. To reach these goals, the LWDBs will use the following outreach and recruitment tools and strategies:

- Increase the engagement and participation of local employers by requiring local business service representatives' to participate in HR associations, as well as with targeted businesses.
- Engage with opioid treatment facilities to provide treatment to individuals directly affected by the opioid crisis, as well as provide work-based training and placement opportunities for program participants.
- Provide law enforcement and non-law enforcement professions Narcan training (e.g., school counselors/nurses). Also use them as referral resources.
- Engage with local colleges, technical institutions, and universities to provide occupational skills training in demand occupations, as well as develop training for HR professional to assist them in dealing with opioid misuse issues in the workplace.
- Engage with entities that serve individuals with barriers (foster care system, criminal justice system, adult education, vocational rehabilitation, veterans services organizations and other community-based organizations that serve low-income individuals).
- Roll-out of media campaigns coordinated among Participating Partners to include social media.

- Attend and coordinate community partner meetings, as well as state and local task forces that were created to address all aspects of the opioid epidemic.

Services in support of grant achievements. Each of the participating LWDBs will provide career services, training services (including classroom, OJT and work-based training), follow-up services, and recovery and supportive services to participants in this project, based on each participant's needs and employment goal. Support Career Coaches (case managers) will work individually with participants to ensure that their interests, skills, and education match the requirements of their selected careers. Support Career Coaches work closely with business service representatives to address the needs of both the job seeker and the employer. Based on a comprehensive assessment, testing, and in-depth interviews, participants will develop an Employment Plan with their Support Career Coach. Soft skills training will be provided to individuals with barriers who are not quite job ready. The Support Career Coach will determine, with the participant, additional needs, such as supportive services, which may be provided through this grant as well as through partner resources, when available. Short-term training with immediate employment opportunities may be offered to those participants with pressing financial needs, whereas for new entrants into healthcare and related fields, a longer-term training may be needed. Employers addressing the opioid crisis will benefit from a growing pipeline of trained/credentialed workers, including those with certifications in needed fields, such as recovery peer specialists.¹⁶ Professional incumbent workers in healthcare/opioid-related response and recovery positions may receive short-term training that will lead to specialized credentials to assist them in dealing with substance misuse issues. Additionally, HR professionals will have access to resources and training to help them recognize and respond to addiction issues in their

¹⁶ Florida Certification Board, <https://flcertificationboard.org/certifications/certified-recovery-peers-specialist-provisional-crpsp/>

workplace.

Past experience and performance to support achievement of job placement and retention.

Through the planned service delivery model, participating LWDBs will ensure participants achieve the skill attainment necessary for planned employment and retention outcomes. They all met retention and wage performance outcomes with their formula funds. Additionally, they have a demonstrated ability to recognize immediate and future workforce needs in their areas. In the context of the opioid crisis, they are engaged with: varied entities that have a stake in addressing the epidemic as providers of healthcare and other opioid-recovery services; employers affected by opioid and other drug misuse in their workplace; and agencies that meet victims of the epidemic in their professional encounters with the public. With these stakeholders, they vision not only currently-identified needs, but also prospective needs that will surface from the work of their partnerships. These LWDBs also recognize that short-term training leading to stackable credentials bring value to businesses as employees become more skilled, employee wages increase and turnover decreases, thus enhancing retention rates.

Thanks to dedicated staff with strong case management skills, excellent training providers, and well-connected and knowledgeable business service representatives, the participating LWDBs are uniquely positioned to convene their local partners to enhance employment opportunities that help their communities mitigate the opioid crisis.

C. Project Design (36 points)

(1) Lead Applicant (6 points)

DEO plans to distribute funds to the participating LWDBs as follows:

- LWDB 4 – CareerSource Gulf Coast – a mostly rural area in the Florida Panhandle that is still feeling the devastating effects of Hurricane Michael: 12% of grant funds

- LWDB 18 – CareerSource Suncoast – a largely urban area on the West Coast of the Florida Peninsula with some of the highest rates of opioid use: 15% of grant funds
- The Central Florida Corridor Initiative team consisting of CareerSource Central Florida (LWDB 12), in collaboration with CareerSource Flagler Volusia (LWDB 11) and CareerSource Pasco Hernando (LWDB 16) contains rural and urban areas with a large population base: 73% of grant funds

Note: The planned distribution may change during project implementation.

Participating LWDBs were required to submit to DEO information regarding their existing and planned local partnerships to address the epidemic. As shown throughout this Project Narrative and related Attachments, they have garnered a significant set of local partners that have agreed to participate in this project, in addition to their normal engagement with educational, community-based, business and industry partners. DEO has been working with these LWDBs as they operate special projects, particularly disaster Dislocated Worker Grants (DWG). DEO has observed the strength of their connections in their communities with all necessary partners: educational, medical/mental health, business, law enforcement, corrections, and other entities that serve individuals with barriers, provide training opportunities and employ program participants.

An analysis of participating LWDBs' WIOA Adult and Dislocated Worker performance outcomes show that all of them met or exceeded retention and wage performance outcomes with their formula funds.

At this time, the workforce system does not track individuals with a substance use disorder.

However, if this grant is funded, DEO will work with participating LWDBs to develop a tracking mechanism that provides the information while protecting the participants' confidentiality.

(2) Participating Partnership and Other Partnerships (8 points)

Local partnerships

LWDB 4 – CareerSource Gulf Coast – proposes to partner with:

- Gulf Coast College and the Tom P. Haney Technical Center that will provide occupational skills training in all demand occupations (health/opioid-recovery and others).
- A New Day, a community/faith-based organization that provides transitional assistance to post-addiction, post-incarceration, post-military, or other post-traumatic events, in collaboration with local organizations to provide a network of support and recovery. While this is a new organization, the driving force is a retired U.S. Air Force Brigadier General with an extensive military career and a passion for serving the hard-to-serve population.
- Bay County Sheriff's Office which will provide recruitment opportunities from its various programs. Veterans and mothers of drug-addicted infants are a significant part of this population.
- Primary care/mental healthcare facilities which will provide employment to trainees in related occupations, as well as training opportunities for certifications for incumbent workers in pain management and opioid issues.

LWDB 18 – CareerSource Suncoast – has established partnerships with:

- Manatee and Sarasota County Sheriffs work with the LWDB to provide soft skills and job seeker services and will provide recruitment opportunities for this project.
- Primary care/mental healthcare facilities which will provide employment to trainees in related occupations, as well as training opportunities for certifications for incumbent workers in pain management and opioid issues.
- Manatee and Sarasota Chambers of Commerce to start the development of a Network of Employers and Employee Training Program that will address opioid misuse in the

workplace.

- State College of Florida and technical institutes operated by the Manatee and Sarasota School Districts will provide occupational skills training in all demand occupations (health/opioid-recovery and others).

The Central Florida Corridor Initiative team consisting of CareerSource Central Florida (LWDB 12), in collaboration with CareerSource Flagler Volusia (LWDB 11) and CareerSource Pasco Hernando (LWDB 16) has established partnerships with:

- The Central Florida Health System, the managing entity to oversee state-funded mental health and substance abuse treatment services in Central Florida, will provide substance abuse treatment and partner with treatment providers to provide mentoring, OJT, and placements.
- The University of Central Florida, Valencia College, and local technical schools operated by local school districts will provide occupational skills training in all demand occupations (health/opioid-recovery and others)
- Members of Project Opioid¹⁷ with over 300 representatives from the public and private sectors, including Florida Blue Central Florida Market, will support the project in a variety of ways befitting this wide-ranging coalition.
- Primary care/mental healthcare facilities will provide employment to trainees in related occupations, as well as training opportunities for certifications for incumbent workers in pain management and opioid issues.

Partner organization capacity. Participating LWDBs have demonstrated the capability to provide the proposed services, as demonstrated by their performance outcomes and their service

¹⁷ The Executive Director of CS Central Florida is an active member of this association.
<https://www.projectopioid.org/>

to individuals with barriers. Furthermore, as several of them have been severely tested due to recent Hurricanes, their ability to develop meaningful partnerships to address immediate issues is remarkable. Each one has participated in a disaster DWG within the last two years. Collectively, they served over 1,200 participants in these projects.

As detailed above, other local partners include health organizations, community-based organizations that focus on service to individuals with barriers, law-enforcement agencies, economic development and post-secondary institutions.

(3) Proposed Services and Training Activities (22 points)

Career services. Participating LWDBs have a wealth of experience in providing individualized career services to participants who require workforce services. These services are grounded in their knowledge of employer demand in their areas for today and tomorrow's jobs, their connection to educational and service entities within their areas, and their experienced professional staff. All career services allowable under WIOA will be made available to facilitate the successful training and placement of individuals served by this grant. Support Career Coaches will build Individual Employment Plans with participants, based on their assessed needs and desired employment goals, as described in more detail in Part B, [*Services that support grant achievements*](#). Career planning activities will result in the development of career pathways that lead to in-demand, high-wage jobs. For individuals with little or no steady work experience, soft skills/life skills training will be provided. For occupations that require licensure, application, test, and certification fees will be provided. Other supportive services may also be provided to permit newly-employed participants to remain employed (e.g., transportation assistance, tools).

Training services. Participating LWDBs maintain a targeted occupations list (TOL) that identifies demand occupations in their areas as well as a list of the training providers and training

programs approved to offer classroom training through individual training accounts. These programs will be made available to those participants who have been affected by the opioid crisis. This project, however, anticipates the development of new training opportunities that will involve already-engaged educational institutions as well as new entities. For example, the University of Central Florida will develop a course for HR professionals to give them the tools to better respond to the opioid crisis as it affects their workforce, and Valencia College will develop a certification for non-law enforcement professionals to deliver Narcan to reduce overdose mortalities. OJTs will be used to connect educational completers to local employers with the goal of developing new registered apprenticeship programs.

In-demand occupations. For those individuals who seek training in healthcare/opioid-recovery occupations, demand occupations include Registered Nurses, Licensed Professional Nurses, Certified Nursing Assistants, Medical and Clinical Laboratory Technicians, and Health Technologists. Peer Recovery Specialists have been highlighted as a need for many types of organizations, such as county jails, hospital systems, health departments, homeless services providers, and other outpatient treatment providers in these local areas. The training of eligible participants in medical and public health professions in services and techniques within the fields of addiction, mental health treatment, and pain management will be coordinated in these local areas. For those individuals who have been affected by the opioid epidemic, training services will be individualized to meet the participant's employability plan and may include training for any occupation listed on the LWDB's demand occupation list.¹⁸

Workforce shortage. Each of the participating LWDBs has a significant shortage in basic healthcare occupations (e.g., nursing). Additionally, there is a shortage of Substance Abuse and

¹⁸ <http://floridajobs.org/workforce-statistics/publications-and-reports/labor-market-information-reports/regional-demand-occupations-list>

Mental Health Services Administration/SAMSHA-designated Opioid Treatment Providers (OTPs).¹⁹ This shortage results in the overwhelming majority of individuals who need treatment to lack access to specialized recovery services. For example, in the Central Florida area where some 40% of Florida's individuals with Opioid Use Disorder, there are only four OTPs that serve fewer than 10% of those in need of treatment. This grant will not create additional designated OTPs but it will help upskill and better prepare workers in the health care, law-enforcement, and human services fields to fill some of these gaps.

Employment and retention services. Participants will receive employment and retention services that their ability to maintain employment for a period of at least 12 months. Training completers will be introduced to area employers through talent connection events (e.g. job fairs and targeted recruitment events to help them initially obtain employment. Support Career Coaches will remain in contact with participants for at least 12 months after they enter unsubsidized employment individually or through peer groups, to address any new or ongoing needs that may hinder their retention (or to obtain new employment should a break from the original employer occur). These follow-up services may include the provision of supportive services to permit the transition into full-time employment as well as retain it. For individuals affected by the opioid crisis, continued access to mental health assistance will be provided through partner agencies. Participating LWDBs will also work with HR professionals in their areas to cover different topics related to employee retention, mentorship, employee assistance programs, and upskilling to move participants forward on their career pathway and enhance employee loyalty. These activities will also be the basis for the possible development of new apprenticeship programs.

Employer engagement. Each participating LWDB has a proven record of working with area

¹⁹ <https://dpt2.samhsa.gov/treatment/directory.aspx>

employers, individually as well as through sector partnerships. Through their network of service agencies and community-based organizations, they have the resources to work with individuals with a variety of barriers. The recent focus at the state and local level on the opioid crisis has activated a desire in the participating LWDBs' communities to use all available tools to respond to it, including through workforce efforts. These efforts will include the use of best practices to prevent and address opioid issues in the workforce, such as HR personnel working with Workers Compensation providers to better address pain management and HR training regarding a health consciousness approach to work with all workers to address issues related to pain management and addiction. HR training for targeted industries will also be provided using existing or new tools, for example, the Center for Construction Research and Training resources.

Recovery and support services. The proposed services and activities are aligned with Florida's Statewide Drug Policy Advisory Council's²⁰ strategies: to increase substance abuse prevention efforts by expanding state and local partnerships and to expand Naloxone availability among people who use drugs and reduce opioid overdose deaths.

Each participating LWDB uses assessment tools to determine the need for career and training services such as Future Plans and Prove-It! along with basic skills testing and in-depth interviews. Results are used, with labor-market information identifying demand occupations, to develop individual Employment Plans. Individuals with barriers to employment are supported not only by LWDB/career center staff, but also by partner service associations and workplace mentors. These support teams will monitor participants' progress in obtaining and progressing in employment and will be ready to offer additional assistance to address problems. Treatment options are not yet formalized; each LWDB will work with its local partners to develop

²⁰ DEO is a member of the State Health Improvement Plan (SHIP) Steering Committee and serves as the lead for the Health Equity Economic Stability Workgroup.

treatment options for individuals with a substance abuse problem and those in recovery through this grant. Once these options are developed, treatment and recovery services will be provided to those participants in need, funded either through partner resources or through this grant.

D. Organizational, Administrative, and Fiscal Capacity (14 points)

(1) Capacity of Lead Applicant, Partnership Structure, and Administrative Controls and Systems (8 points)

GRANT ORGANIZATIONAL CHART

Department of Economic Opportunity, lead applicant, member of multiple state councils and task forces that work on issues related to opioids and populations with barriers to employment.

Carolyn Womack, Authorized Representative is the Chief of the Bureau of Financial Management with approximately 20 years of experience providing financial oversight to workforce development grants; Isabelle Potts, J.D., Grant Manager, is the Supervisor of the Program Development and Research Unit with 30 years in workforce development and grant management.

CS Gulf Coast, CS Central Florida jointly with CS Flagler Volusia and CS Pasco Hernando, CS Suncoast, Participating Partners

With local participating partners that include: public postsecondary institutions, hospitals, law-enforcement, corrections, treatment centers and local task forces.

DEO is currently operating multiple special workforce development projects: five disaster Dislocated Worker Grants (DWGs) and a State Apprenticeship Expansion grant. The lead applicant and partners will be able to effectively manage the components of the program, to include partner communication, as this is the crux of the work performed as a state workforce

agency and the overall workforce system. As part of the management of these projects, DEO has brought together state and local partners to ensure that the projects meet strategic state goals, collect and disseminate best practices, and provide just-in-time technical assistance.

DEO follows the State of Florida's procurement processes codified in law and operationalized by the Florida Department of Management Services' rules.²¹ LWDBs are required to follow procurement practices that correspond with the Uniform Administrative Requirements and are subject to fiscal monitoring annually.

(2) Financial, Data Collection, and Performance Reporting Systems (6 Points)

DEO commits to meeting the U.S. Department of Labor's (DOL) reporting requirements and to provide individual record-level data for national reporting and evaluation. Workforce data is maintained in Employ Florida and participant individual record information (PIRL) is transmitted to the WITS system maintained by DOL quarterly. The Florida Accounting Information Resource (FLAIR) is the financial system of record for the State of Florida. Data elements that cannot be tracked in FLAIR are collected and reported using the Subrecipient Enterprise Resource Application (SERA). The financial data is reported through USDOL's Grantee Reporting System. These systems are used by DEO's grant management team which reviews financial expenditures and participant activities and outcomes at least monthly and generates performance and expenditure dashboards that are presented to DEO's management. DEO intends to have regular meetings with the participating LWDBs to ensure that the project is designed and operates so as to accomplish its goals, both at the participant level and at the system level. DEO will also attend local partnership organizational meetings. DEO will assign a half-time grant manager to this project to conduct ongoing evaluations of grant progress, gather

²¹ Chapter 287, Florida Statutes, Chapter 67-49, Florida Administrative Code.

and disseminate best practices, provide just-in-time technical assistance, and facilitate any national evaluation.

E Past Performance – Programmatic Capability (4 Points)

Lead applicant's prior experience in developing partnerships. DEO has had multiple recent opportunities to address economic crises and opportunities in tandem with state and local partners. Beginning in 2015, DEO and CareerSource Florida (CSF) partnered on a Sector Partnership National Emergency Grant and used the opportunity furnished by the grant as a catalyst to effect system changes within the workforce development network and have the state and LWDBs focus their efforts on working with sector partnerships within their areas and broader regions. Currently, CSF and a number of LWDBs (particularly larger ones) are forming business service teams that specialize in working with specific demand industries. This model has carried over into the State Apprenticeship Expansion grant jointly led by the Florida Department of Education's Apprenticeship Office, DEO and CSF. Four workgroups comprised of industry educational, economic development, community-based, and workforce representatives met to suggest strategies to expand apprenticeship opportunities in the state. Many of the recommendations of these workgroups have been implemented and the number of new apprenticeship programs has grown significantly since the start of this project in 2016.²² As of September 30, 2019, over 700 new individuals were enrolled in apprenticeship programs and served by the workforce development system and 30 new apprenticeship programs were created. To further expand the state's efforts, the state apprenticeship expansion leadership team provided multiple training opportunities. CSF and DEO have issued WIOA state funded grants to most of the state's LWDBs to expand or develop new apprenticeship opportunities. Some LWDBs are

²² See *Filling Florida's Skills Gap through Apprenticeships*. https://careersourceflorida.com/wp-content/uploads/2018/07/2018-5-31_CSF_Apprenticeship_Booklet-Version-2_NoCrops.pdf

providing short-term solutions to address industry skill gaps that mirror registered apprenticeship programs, including a combination of short-term classroom training (similar to related training instruction) and work-based instruction (similar to an apprenticeship on-the-job learning) while developing longer-term solutions through fully registered apprenticeship programs. It is this type of partnership, with an eye to developing strategic approaches that can effect lasting changes that this grant seeks to implement. There is such important work being done both at the local and state level that needs to be captured, implemented, tested, and replicated. This grant will provide that opportunity.

Participating partnership members experience. DEO's grants management team has had the opportunity to work with all of the participating LWDBs. In their work with DEO subawards, these LWDBs demonstrate a high level of competency in meeting the needs of targeted businesses and industries, coordinating services with local organizations to provide the greatest possible level of support to their participants, enrolling participants in training and work-based opportunities that permit them to obtain and retain employment. For example, CS Central Florida has been able to develop new apprenticeship programs working with construction industry representatives. They intend to use a similar approach with this project. CS Suncoast has been working with their local partners to address the opioid crisis through a project funded by the National Health Emergency Dislocated Worker Grant. CS Gulf Coast, CS Central Florida and CS Flagler Volusia demonstrate the ability to form meaningful partnerships in response to natural disasters working with a variety of disaster-recovery organizations (public and nonprofit) to assist in physical and humanitarian recovery needs. Florida's most recent Dislocated Worker Grant report shows that collectively, our LWDBs are capable of providing services to a large number of individuals with barriers to employment and obtain quality, cost-effective outcomes.

ABSTRACT

Project Title: The Support to Communities: Fostering Opioid Recovery through Workforce Development

Summary of program activities:

This project will take a three-prong approach:

- Providing wrap-around services to individuals affected by the opioid crisis, including career, training, and employment services that will lead to employment and retention in demand occupations. Additionally, participants directly impacted by substance use disorders will receive recovery and support services.
- Providing training to new entrants as well as incumbent workers in medical, mental health and recovery-related fields to offer several solutions to the opioid crisis: provide workers in unfilled positions (e.g. nursing); upskill workers within these fields to prepare them to better identify and respond to individuals with substance misuse disorder; and prepare individuals in recovery to become peer counselors.
- Providing resources and training to Human Resource personnel regarding best practices for dealing with the opioid crisis in the workplace.

Total Funding Request: \$5,000,000

Lead Applicant:

- Name: Florida Department of Economic Opportunity
- Location: Tallahassee, Leon County, Florida

Participating Partners:

- Local Workforce Development Board (LWDB) 12, CareerSource Central Florida (lead of Central Florida Corridor Initiative)
Orlando, Florida
Project service areas: Lake, Orange, Osceola, Seminole and Sumter Counties
Combination of rural, urban, and suburban
- LWDB 16, CareerSource Pasco Hernando (participant in Central Florida Corridor Initiative)
Brooksville, Florida
Project service areas: Pasco and Hernando Counties
Combination of rural, urban, and suburban
- LWDB 11, CareerSource Flagler Volusia (participant in Central Florida Corridor Initiative)
Daytona, Florida
Project service areas: Flagler and Volusia Counties
Combination of rural, urban, and suburban
- LWDB 18, CareerSource Suncoast
Bradenton, Florida
Project service areas: Manatee and Sarasota Counties
Combination of rural, urban, and suburban
- LWDB 4, CareerSource Gulf Coast
Panama City, Florida
Project service areas: Bay, Franklin and Gulf Counties

ABSTRACT

Combination of rural, urban, and suburban (largely rural)

- Medical/treatment facilities: Aspire Health Partners, eHome Counseling Group, Central Florida Cares Health System, Manatee Memorial Hospital, Sarasota Memorial Hospital
- Local government: City of Orlando
- Law-enforcement entities: City of Orlando Police Department, Manatee County Sheriff, Sarasota County Sheriff
- Opioid-related consortia: Project Opioid
- Educational institutions: University of Central Florida, Valencia College
- Community-based organizations: A New Day, Manatee County Neighborhood Services,
- Local medical, treatment, law-enforcement, and community/faith-based organizations

Target populations: individuals affected by the opioid crisis and individuals seeking training in medical, mental health and opioid-recovery fields (to include dislocated workers, new entrants into the workforce, and incumbent workers)

Proposed occupational training: demand occupations in medical, mental health and opioid-recovery fields (highest demand: registered nurses, licensed professional nurses, certified nursing assistants); for those affected by the crisis, any training listed on the LWDB's targeted occupation list, based on individual assessment results (construction occupations are in very high demand)

Public contact information:

Isabelle Potts, J.D.

850-921-3148

Isabelle.potts@deo.myflorida.com

ORGANIZATIONAL CHART

Department of Economic Opportunity, Lead Applicant
 Financial and programmatic management and oversight
 Research, technical assistance, and training

<p>CareerSource Suncoast Project Operator</p> <ul style="list-style-type: none"> • Builds local partnerships • Responsible for oversight of project deliverables within its area • Responsible for delivery of workforce services to employers & participants with local partners 	<p>CareerSource Central Florida Lead Project Operator of Central Florida Corridor Initiative</p> <ul style="list-style-type: none"> • Builds local and regional partnerships • Development of parameters with other two participating LWDBs¹ • Responsible for oversight of project deliverables • Responsible for delivery of workforce services to employers & participants with local partners 	<p>CareerSource Gulf Coast Project Operator</p> <ul style="list-style-type: none"> • Builds local partnerships • Responsible for oversight of project deliverables within its area • Responsible for delivery of workforce services to employers & participants with local partners
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<p>Local Participating Partners</p> <ul style="list-style-type: none"> • Manatee County Government and Manatee County Probation, Sarasota County Probation will provide strategic and operational support • Manatee Memorial Hospital will provide training and job opportunities • The LWDB has existing engagements with employers and educational institutions in their areas 	<p>CareerSource Flagler Volusia CareerSource Pasco Hernando, Project Operators within the Central Florida Corridor Initiative</p> <ul style="list-style-type: none"> • Builds local partnerships • Responsible for oversight of project deliverables within its area • Delivery of workforce services with local partners 	<p>Local Participating Partners</p> <ul style="list-style-type: none"> • New Day, community/faith-based organization committed to provide support to participants affected by the opioid crisis • The LWDB has existing engagements with employers and educational institutions in their areas, as well as law enforcement agencies
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Local Participating Partners

- Health and Mental Health Organizations: Aspire Health Partners, eHome Counseling Groups, Central Florida Cares will provide training and job opportunities within their fields
- Community Resource Network will bring in community and faith-based organizations to provide support to project participants
- Project Opioid’s community members will provide strategic and operational support, as needed
- City of Orlando/City of Orlando Police Department, local government and law-enforcement will provide strategic and operational support, as well as recruitment support
- Local employers SunTrust Banks and Red Lobster will provide training and job opportunities
- The LWDBs has existing engagements with employers and educational institutions in their areas

¹ LWDBs = Local Workforce Development Boards



December 30, 2019

Isabelle Potts, JD
Supervisor, Program Development & Research
Florida Department of Economic Opportunity
Bureau of One-Stop and Program Support
107 E. Madison St.
Tallahassee, FL 32399

RE: **Documentation of Partnership Commitment**
Central Florida Corridor Initiative FOA-ETA-20-01

Aspire Health Partners is a committed member of the **Participating Partnership** formed to address Florida's opioid crisis via the proposed Central Florida Corridor Initiative—a joint effort undertaken by CareerSource Central Florida, CareerSource Flagler Volusia and CareerSource Pasco Hernando to provide workforce-related solutions.

As part of our Participating Partnership, Aspire Health Partners will collaborate on comprehensive efforts in our respective service areas to:

- I. Train workers to build a workforce to address and support the opioid crisis (WIOA); and/or
- II. Provide incumbent worker training to equip HR and other C-suite professionals to respond to opioid-related workforce issues and to connect workers with needed services; and/or
- III. Design, conduct and review a pilot program focused on prevention and harm reduction through a customized Contact Response program including:
 - a. Creating and staffing a community outreach call center as well as a retail navigation center, both of which will help refine predictive analytics/technology; and/or
 - b. Conducting needed career-expansion efforts that help address opioid-related issues, particularly in the areas of IT, mental health, and risk analysis; and/or
 - c. Providing technical assistance to regions following a thorough analysis/review of all aspects of the pilot program.

We look forward to collaborating on these efforts with the Partnership and Florida DEO.

Babette Hankey
Chief Executive Officer

5151 Adanson Street, Orlando, Florida 32804 |

407.245.0045



December 30, 2019

Isabelle Potts, JD
Supervisor, Program Development & Research
Florida Department of Economic Opportunity
Bureau of One-Stop and Program Support
107 E. Madison St.
Tallahassee, FL 32399

RE: **Documentation of Partnership Commitment**
Central Florida Corridor Initiative
FOA-ETA-20-01

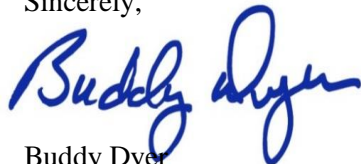
City of Orlando is a committed member of the **Participating Partnership** formed to address Florida's opioid crisis via the proposed Central Florida Corridor Initiative—a joint effort undertaken by CareerSource Central Florida, CareerSource Flagler Volusia and CareerSource Pasco Hernando to provide workforce-related solutions.

As part of our Participating Partnership, City Of Orlando will collaborate on comprehensive efforts in our respective service areas to:

- I. Train workers to build a workforce to address and support the opioid crisis (WIOA); and/or
- II. Provide incumbent worker training to equip HR and other C-suite professionals to respond to opioid-related workforce issues and to connect workers with needed services; and/or
- III. Design, conduct and review a pilot program focused on prevention and harm reduction through a customized Contact Response program including:
 - a. Creating and staffing a community outreach call center as well as a retail navigation center, both of which will help refine predictive analytics/technology; and/or
 - b. Conducting needed career-expansion efforts that help address opioid-related issues, particularly in the areas of IT, mental health, and risk analysis; and/or
 - c. Providing technical assistance to regions following a thorough analysis/review of all aspects of the pilot program.

We look forward to collaborating on these efforts with the Partnership and Florida DEO.

Sincerely,



Buddy Dyer
Mayor



COMMUNITY
RESOURCE
NETWORK

December 30, 2019

Isabelle Potts, JD
Supervisor, Program Development & Research
Florida Department of Economic Opportunity
Bureau of One-Stop and Program Support
107 E. Madison St.
Tallahassee, FL 32399

RE: **Documentation of Partnership Commitment**
Central Florida Corridor Initiative
FOA-ETA-20-01

Community Resource Network is a committed member of the **Participating Partnership** formed to address Florida's opioid crisis via the proposed Central Florida Corridor Initiative—a joint effort undertaken by CareerSource Central Florida, CareerSource Flagler Volusia and CareerSource Pasco Hernando to provide workforce-related solutions.

As part of our Participating Partnership, Community Resource Network will collaborate on comprehensive efforts in our respective service areas to:

- I. Train workers to build a workforce to address and support the opioid crisis (WIOA); and/or
- II. Provide incumbent worker training to equip HR and other C-suite professionals to respond to opioid-related workforce issues and to connect workers with needed services; and/or
- III. Design, conduct and review a pilot program focused on prevention and harm reduction through a customized Contact Response program including:
 - a. Creating and staffing a community outreach call center as well as a retail navigation center, both of which will help refine predictive analytics/technology; and/or
 - b. Conducting needed career-expansion efforts that help address opioid-related issues, particularly in the areas of IT, mental health, and risk analysis; and/or
 - c. Providing technical assistance to regions following a thorough analysis/review of all aspects of the pilot program.

We look forward to collaborating on these efforts with the Partnership and Florida DEO.

Sincerely,

Rev. Dr. Joel C. Hunter,
Chairman of the Board



Isabelle Potts, JD
Supervisor, Program Development & Research Florida Department of
Economic Opportunity Bureau of One-Stop and Program Support
107 E. Madison St.
Tallahassee, FL 32399

RE: **Documentation of Partnership Commitment**
Central Florida Corridor Initiative
FOA-ETA-20-01

December 30, 2019

eHome Counseling Group is a committed member of the **Participating Partnership** formed to address Florida's opioid crisis via the proposed Central Florida Corridor Initiative—a joint effort undertaken by CareerSource Central Florida, CareerSource Flagler Volusia and CareerSource Pasco Hernando to provide workforce-related solutions.

As part of our Participating Partnership, eHome will collaborate on comprehensive efforts in our respective service areas to:

- I. Train workers to build a workforce to address and support the opioid crisis (WIOA); and/or
- II. Provide incumbent worker training to equip HR and other C-suite professionals to respond to opioid-related workforce issues and to connect workers with needed services; and/or
- III. Design, conduct and review a pilot program focused on prevention and harm reduction through a customized Contact Response program including:
 - a. Creating and staffing a community outreach call center as well as a retail navigation center, both of which will help refine predictive analytics/technology; and/or
 - b. Conducting needed career-expansion efforts that help address opioid-related issues, particularly in the areas of IT, mental health, and risk analysis; and/or
 - c. Providing technical assistance to regions following a thorough analysis/review of all aspects of the pilot program.

We look forward to collaborating on these efforts with the Partnership and Florida DEO.

Sincerely,

A handwritten signature in black ink that reads "Brad Rex".

Brad Rex
President and CEO
eHome Counseling Group

7208 W. Sand Lake Rd., Suite 305, Orlando FL 32819

P: 407 468-8026

E: brex@ehomegroup.com

W: ehomecounselinggroup.com



Sandy Hostetter
Central Florida Region President
200 S Orange Avenue
Orlando, FL 32801

SunTrust now Truist

December 30, 2019

Isabelle Potts, JD
Supervisor, Program Development & Research
Florida Department of Economic Opportunity
Bureau of One-Stop and Program Support
107 E. Madison St.
Tallahassee, FL 32399

**RE: Documentation of Partnership Commitment
Central Florida Corridor Initiative
FOA-ETA-20-01**

SunTrust Banks, Inc., now Truist, is a committed member of the **Participating Partnership** formed to address Florida's opioid crisis via the proposed Central Florida Corridor Initiative—a joint effort undertaken by CareerSource Central Florida, CareerSource Flagler Volusia and CareerSource Pasco Hernando to provide workforce-related solutions.

As part of our Participating Partnership, SunTrust Banks, Inc. will collaborate on comprehensive efforts in our respective service areas to:

- I. Train workers to build a workforce to address and support the opioid crisis (WIOA); and/or
- II. Provide incumbent worker training to equip HR and other C-suite professionals to respond to opioid-related workforce issues and to connect workers with needed services; and/or
- III. Design, conduct and review a pilot program focused on prevention and harm reduction through a customized Contact Response program including:
 - a. Creating and staffing a community outreach call center as well as a retail navigation center, both of which will help refine predictive analytics/technology; and/or
 - b. Conducting needed career-expansion efforts that help address opioid-related issues, particularly in the areas of IT, mental health, and risk analysis; and/or
 - c. Providing technical assistance to regions following a thorough analysis/review of all aspects of the pilot program.

We look forward to collaborating on these efforts with the Partnership and Florida DEO.

A handwritten signature in blue ink, appearing to read "Sandra G. Hostetter". The signature is fluid and cursive, with a long horizontal stroke at the beginning.

Sandra G. Hostetter
Central Florida Regional President,
SunTrust Banks, Inc., now Truist



January 2, 2020

Isabelle Potts, JD
Supervisor, Program Development & Research
Florida Department of Economic Opportunity
Bureau of One-Stop and Program Support
107 E. Madison St.
Tallahassee, FL 32399

RE: **Documentation of Partnership Commitment Central Florida Corridor Initiative**
FOA-ETA-20-01

As the CEO of Central Florida Cares Health System, Inc., (CFCHS) a committed member of the **Participating Partnership** formed to address Florida's opioid crisis via the proposed Central Florida Corridor Initiative—a joint effort undertaken by CareerSource Central Florida, CareerSource Flagler Volusia and CareerSource Pasco Hernando to provide workforce-related solutions.

CFCHS is a not for profit organization that manages state and federal funds for mental health and substance abuse care to include various opioid treatment methods in Brevard, Orange, Osceola, and Seminole counties. CFCHS manages a services network comprised of 27 organizations who offer various levels of treatment options ranging from prevention to crisis support to residential treatment to outpatient services. CFCHS has implemented several community services and strategies to address the opioid epidemic and this would be a great compliment to these initiatives.

CFCHS is committed to addressing the opioid crisis. As part of our Participating Partnership, CFCHS will collaborate on comprehensive efforts in our respective service areas to:

- I. Train workers to build a workforce to address and support the opioid crisis (WIOA); and/or
- II. Provide incumbent worker training to equip HR and other C-suite professionals to respond to opioid-related workforce issues and to connect workers with needed services; and/or
- III. Design, conduct and review a pilot program focused on prevention and harm reduction through a customized Contact Response program including:
 - a. Creating and staffing a community outreach call center as well as a retail navigation center, both of which will help refine predictive analytics/technology; and/or
 - b. Conducting needed career-expansion efforts that help address opioid-related issues, particularly in the areas of IT, mental health, and risk analysis; and/or
 - c. Providing technical assistance to regions following a thorough analysis/review of all aspects of the pilot program.

We look forward to collaborating on these efforts with the Partnership and Florida DEO.

Sincerely,

Maria Bledsoe
Chief Executive Officer



CITY OF
ORLANDO

POLICE DEPARTMENT

ORLANDO ROLÓN
CHIEF OF POLICE

December 30, 2019

Isabelle Potts, JD
Supervisor, Program Development & Research
Florida Department of Economic Opportunity
Bureau of One-Stop and Program Support
107 E. Madison St.
Tallahassee, FL 32399

RE: **Documentation of Partnership Commitment**
Central Florida Corridor Initiative
FOA-ETA-20-01

The Orlando Police Department is a committed member of the **Participating Partnership** formed to address Florida's opioid crisis via the proposed Central Florida Corridor Initiative—a joint effort undertaken by CareerSource Central Florida, CareerSource Flagler Volusia and CareerSource Pasco Hernando to provide workforce-related solutions.

As part of our Participating Partnership, the Orlando Police Department will collaborate on comprehensive efforts in our respective service areas to:

- I. Train workers to build a workforce to address and support the opioid crisis (WIOA); and/or
- II. Provide incumbent worker training to equip HR and other C-suite professionals to respond to opioid-related workforce issues and to connect workers with needed services; and/or
- III. Design, conduct and review a pilot program focused on prevention and harm reduction through a customized Contact Response program including:
 - a. Creating and staffing a community outreach call center as well as a retail navigation center, both of which will help refine predictive analytics/technology; and/or
 - b. Conducting needed career-expansion efforts that help address opioid-related issues, particularly in the areas of IT, mental health, and risk analysis; and/or
 - c. Providing technical assistance to regions following a thorough analysis/review of all aspects of the pilot program.

We look forward to collaborating on these efforts with the Partnership and Florida DEO.

Sincerely,

Orlando Rolón
Chief of Police
Orlando Police Department



December 30, 2019

Isabelle Potts, JD
Supervisor, Program Development & Research
Florida Department of Economic Opportunity
Bureau of One-Stop and Program Support
107 E. Madison St.
Tallahassee, FL 32399

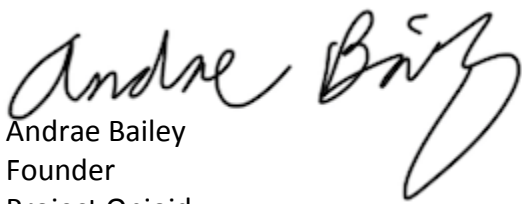
RE: **Documentation of Partnership Commitment**
Central Florida Corridor Initiative
FOA-ETA-20-01

Project Opioid is a committed member of the **Participating Partnership** formed to address Florida's opioid crisis via the proposed Central Florida Corridor Initiative—a joint effort undertaken by CareerSource Central Florida, CareerSource Flagler Volusia and CareerSource Pasco Hernando to provide workforce-related solutions.

As part of our Participating Partnership, Project Opioid will collaborate on comprehensive efforts in our respective service areas to:

- I. Manage the community partners involved in the Central Florida Corridor Initiative
- II. Provide incumbent worker training to equip HR and other C-suite professionals to respond to opioid-related workforce issues and to connect workers with needed services; and/or
- III. Design, conduct and review a pilot program focused on prevention and harm reduction through a customized Contact Response program including:
 - a. Creating and staffing a community outreach call center as well as a retail navigation center, both of which will help refine predictive analytics/technology; and/or
 - b. Conducting needed career-expansion efforts that help address opioid-related issues, particularly in the areas of IT, mental health, and risk analysis; and/or
 - c. Providing technical assistance to regions following a thorough analysis/review of all aspects of the pilot program.

We look forward to collaborating on these efforts with the Partnership and Florida DEO.



Andrae Bailey
Founder
Project Opioid

Project Opioid, Inc.
255 S Orange Avenue Suite 104
Orlando, Florida 32801



KIM LOPDRUP
CHIEF EXECUTIVE OFFICER

January 1, 2020

Isabelle Potts, JD
Supervisor, Program Development & Research
Florida Department of Economic Opportunity
Bureau of One-Stop and Program Support
107 E. Madison St.
Tallahassee, FL 32399

RE: Documentation of Partnership Commitment Central Florida Corridor Initiative FOA-ETA-20-01

I am writing to support the proposed Central Florida Corridor Initiative — a joint effort undertaken by CareerSource Central Florida, CareerSource Flagler Volusia and CareerSource Pasco Hernando to provide workforce-related solutions.

Red Lobster has undertaken a comprehensive program to prevent new opioid addiction among its employees and to provide effective treatment for employees who are already addicted. Given that our results to-date have been very encouraging, we are now actively sharing them with the Project Opioid data project and with other employers in order to disseminate best practices throughout Central Florida.

We look forward to collaborating on these efforts with the Partnership and Florida DEO.

Sincerely,

Kim A. Lopdrup



January 2, 2020

Ms. Kimberly Bodine
Executive Director
Career Source Gulf Coast
5230 West U.S. Hwy 98
Panama City, Florida 32401

RE: The Department of Labor, Employment and Training Administration – The Support to Communities: Fostering Opioid Recovery Through Workforce Development Grant, FOA-ETA-20-01

Dear Ms. Bodine,

A New Day, is pleased to offer our partnership commitment with the Florida Department of Economic Opportunity (DEO) in application for The Department of Labor, Employment and Training Administration – The Support to Communities: Fostering Opioid Recovery Through Workforce Development Grant, FOA-ETA-20-01. A New Day is a 501(c)(3) nonprofit organization providing community reentry transitional assistance to individuals whose lives have been impacted by opioid or other substance use disorders.

A New Day will partner with Career Source Gulf Coast (CSGC) to recruit eligible clients and provide employment consultation, training, and referral to over 100 local employer Partner Affiliates in Bay County, Florida. A New Day with CSGC will provide recovering individuals the skills needed to successfully reenter the Bay County community workforce.

Sincerely,

A handwritten signature in blue ink, appearing to read 'Greg Nelson', is written over a blue horizontal line.

Brig Gen (Ret) Greg Nelson
A New Day, Volunteer Board of Director

Memorandum of Agreement (MOA)

This Memorandum of Agreement is made and entered by and between:

Suncoast Workforce Board, Inc. (dba: CareerSource Suncoast) located in Bradenton, FL

and

Sarasota County Sheriff's Office located at Sarasota County Jail 2020 Main St, Sarasota, Florida

a. Roles and Responsibilities:

CareerSource Suncoast (CSS) agrees to be the lead agency for the *Second Chance Act Comprehensive Community-based Adult Reentry Program (Second Chance)* and is responsible for submitting the grant application and administering the grant when awarded according to the grant parameters.

CSS will hire a Grant Program Manager and follow the common goal of assisting the Sarasota County Sheriff's Office (SCSO) in reducing recidivism by expanding its existing SCSO Jail Reentry Program to include community-based partnerships that begin with the detainee before being released from Jail. CSS will use best practice guidelines as agreed upon in the grant's Planning Phase.

SCSO will provide seventy-five (75) out of the minimum of 150 referrals over a period of four (4) years (for the term of this Agreement) to CSS for individuals who meet the Second Chance Grant's target population criteria, participate in the Second Chance grant planning phase, and facilitate the grants goals and objectives.

SCSO will conduct a risk/needs assessment and assign case plan goals to individual detainees.

b. Terms of access to the correctional facility or facilities for program staff:

CSS Program Staff will conduct the interview process for detainees who will qualify for the *Second Chance* grant and begin career services prior to the client's release. CSS staff will work in collaboration with the SCSO and any SCSO volunteers.

SCSO will provide access to detainees during appropriate day and evening hours for the operation of the program and provide the appropriate classrooms for CSS classes.

c. The data elements and performance measures that the partnering agencies will provide:

CSS Grant Program Staff will collect, process, and track the SCSO collected re-arrest data for participating clients according to the Second Chance guidelines.

SCSO will provide CSS Grant Program Staff with the re-arrest data for participating clients and provide demographics on participants who have signed a release of information form upon request.

d. Indemnification:

CSS and SCSO mutually agree to indemnify, defend, and hold harmless the other and all of its officers, agents, and employees from all claims, suits, judgments, or damages, consequential or otherwise and including attorneys' fees and costs, arising out of any act, actions, negligence, or omissions by its agents or employees during the performance or operation of this Agreement or any subsequent modifications thereof, whether direct or indirect, and whether to any person or tangible or intangible property.

e. CSS Personnel:

CSS acknowledges that its personnel performing pursuant to this Agreement are not employees of SCSO. CSS shall provide advance notice of the names and qualifications of the CSS personnel assigned to perform the services pursuant to this agreement. CSS personnel must pass a background check and complete an SCSO orientation process prior to providing services within the facility. SCSO shall have the right to require the removal or replacement of any CSS personnel assigned to perform services pursuant to this agreement. SCSO will notify CSS in writing in the event SCSO requires such action.

g. Term, Renewal and Termination:


This Agreement shall commence upon the date it is fully executed and will continue for a four-year term. This Agreement may be terminated at any time upon the mutual consent of both parties or unilaterally by either party upon no less than thirty (30) days written notice, unless a shorter term is agreed to by both parties. Either party may terminate this Agreement without cause.

Changes to this Agreement must be by written agreement of the parties.

 6/11/19

CareerSource Suncoast President/CEO Ted Ehrlichman or his Designee

Date

 Chief Deputy 6-11-19

Sarasota County Sheriff's Office, Sheriff Tom Knight or his Designee

Date

Memorandum of Agreement (MOA)

This Memorandum of Agreement is made and entered by and between: Suncoast Workforce Board, Inc. (dba CareerSource Suncoast) ("**CSS**") located in Bradenton, Florida and the Sheriff of Manatee County, Florida (the "**SHERIFF**") located in Bradenton, Florida.

WITNESSETH:

WHEREAS, pursuant to Section 951.061, Florida Statutes, the Manatee County Commission has designated the **SHERIFF** as Chief Correctional Officer for Manatee County, and,

WHEREAS, the **SHERIFF** and **CSS** are joined in the goal of reducing criminal behavior and recidivism by enhancing the Manatee County Jail's innovative Reentry Program, and

WHEREAS, **SHERIFF** and **CSS** desire to provide services as more fully set forth below to individuals requiring and benefiting from these services, and

WHEREAS, the parties desire to allocate responsibility and more fully outline the expectations of the parties in connection with the provision of these services,

NOW THEREFORE, in consideration of the above and other good and valuable consideration, the receipt and sufficiency of which are hereby acknowledged, the parties hereto hereby, agree as follows:

a. **Roles and Responsibilities:**

CSS agrees to be the lead agency for the Second Chance Act Comprehensive Community-based Adult Reentry Program (Second Chance) and is responsible for submitting the grant application and administering the grant when awarded according to the grant parameters.

CSS will hire a Grant Program Manager and pursue the common goal of assisting the **SHERIFF** reduce recidivism by expanding its existing Manatee County Jail *Reentry Program* that utilizes community-based partnerships and use best practice guidelines as agreed upon in the grant's Planning Phase.

Upon the receipt of grant funding, **CSS** shall establish a committee to oversee grant administration and shall include one or more Sheriff's Office personnel as designated by the **SHERIFF** to assist and advise during course of grant administration.

The **SHERIFF** will provide referrals to **CCS** for individuals who meet the Second Chance Grant's target population criteria, participate in the Second Chance grant planning phase, and facilitate the grants goals and objectives.

b. **Terms of access to the correctional facility or facilities for program staff:**

CSS staff will conduct the interview process for clients who will qualify for the Second Chance grant and begin career services prior to the client's release. **CSS** staff will work in collaboration with the Sheriff's Office personnel and/or volunteers.

MSO will coordinate **CSS** staff access to the correctional facility and visitation with offenders and/or clients or potential clients in regard to program enrollment and participation during daylight hours.

- c. Information on pre-release programming and interventions provided by the Manatee County Jail to each participant:
CSS staff will work with the **SHERIFF** to enhance the Manatee County Jail's existing Reentry Program by helping create an inmate case management partnership with the Manasota County Probation while helping **MSO** manage and enhance the number of volunteers in the program.

MSO has developed a pre-release and interventions program. Information on the **MSO** Reentry Program is attached. Presently, the Manatee County Probation is not partnering with **MSO** in this endeavor.

- d. The data elements and performance measures that the partnering agencies will provide:
The **CSS** grant program staff will collect, process, and track the **SHERIFF**'s re-arrest and reincarceration data for participating clients according to the Second Chance guidelines.

The **SHERIFF** will provide **CSS** Grant Program Staff with the re-arrest and reincarceration data for participating clients.

- e. History of Collaboration:
CSS and the **Manatee County Sheriff's Office** have a long history of working together with **CSS** providing those incarcerated in the Jail with the soft skills training, interview enhancement services, and job training they need. The training has been well received and often services continue after the incarcerated have been released. The **SHERIFF** supports **CSS** efforts as a Second Chance Grant applicant, and both want to see the services expanded.



6/7/19

CareerSource Suncoast President/CEO Ted Ehrlichman or his Designee Date



6-7-19

Rick Wells, Manatee County Sheriff

Date



Neighborhood Services
Department
Health Care Services
1112 Manatee Avenue West
Bradenton, FL 34205
Phone: (941) 749-3030
www.mymanatee.org

December 31, 2019

Isabelle Potts, JD
Supervisor, Program Development & Research
Florida Department of Economic Opportunity
Bureau of One-Stop and Program Support
107 E. Madison St.
Tallahassee, FL 32399

RE: Support for CSS application for Support to Communities: Fostering Opioid Recovery Through Workforce Development Competitive Grant Announcement

Dear Ms. Potts:

On behalf of CareerSource Suncoast (CSS), Region 18, I am happy to support its grant application. The grant provides a wonderful opportunity for Manatee County Government's Community Health Care Services Section and CSS to collaborate, implement strategic plans, and develop innovative approaches to address the negative economic and workforce-related impacts of the opioid and substance abuse epidemic that has affected Manatee and Sarasota Counties.

CSS will target residents from both Manatee and Sarasota counties who either suffered from an opioid-use condition or drug abuse or had family members or friends who have suffered. CSS will offer job and soft skills training targeting:

1. Manatee or Sarasota Counties' Jail Recovery Pod residents offering them job readiness training, skills training, and in-jail job fairs.
2. Underemployed individuals who need in-demand occupation skill trainings to prepare them for higher paying employment, and
3. Incumbent workers and new entrants who qualify to receive LPNs, RNs or Pain Management training.

In addition, Manatee County Government's Health Care Services Section supports CSS's use of grant funds to develop the training and tools to equip:

1. Employers--How to prevent and manage substance abuse among employees,
2. Family practitioners/front-line health professionals—How to safely manage acute pain when pain etiology remains unknown.

Sincerely,

Joshua T. Barnett, MHS, MA, ICCDP-Diplomate
Health Care Services, Section Manager



December 31, 2019

Isabelle Potts, JD
Supervisor, Program Development & Research
Florida Department of Economic Opportunity
Bureau of One-Stop and Program Support
107 E. Madison St.
Tallahassee, FL 32399

RE: Support for CSS application for Support to Communities: Fostering Opioid Recovery Through Workforce Development Competitive Grant Announcement

Dear Ms. Potts:

On behalf of CareerSource Suncoast (CSS), Region 18, I am happy to support its grant application. The grant provides a wonderful opportunity for Manatee and CSS to collaborate, implement strategic plans, and develop innovative approaches to address the negative economic and workforce-related impacts of the opioid and substance abuse epidemic that has affected Manatee and Sarasota Counties.

CSS will target residents from both counties who either suffered from Opioid or drug abuse or had family members or friends who have suffered. CSS will offer job and soft skills training targeting:

1. Manatee or Sarasota Counties' Jail Recovery Pods residents offering them job readiness training, skill training, and in-jail job fairs.
2. Underemployed individuals who need in-demand occupation skill trainings to prepare them for higher paying employment, and
3. Incumbent workers and new entrants who qualify to receive LPNs, RNs or Pain Management training.

In addition, Manatee Memorial Hospital supports CSS use of grant funds to develop the training and tools to equip:

1. Employers--How to prevent and manage substance abuse among employees,
2. Family practitioners/front-line health professionals—How to safely manage acute pain when pain etiology remains unknown.

Sincerely,

A handwritten signature in black ink that reads "Candace S. Smith".

Candace S. Smith, PhD, RN, NEA-BC
Chief Nursing Officer
Manatee Memorial Hospital



January 3, 2020

Isabelle Potts, JD
Supervisor, Program Development & Research
Florida Department of Economic Opportunity
Bureau of One-Stop and Program Support
107 E. Madison St.
Tallahassee, FL 32399

RE: Support for CSS application for Support to Communities: Fostering Opioid Recovery Through Workforce Development Competitive Grant Announcement

Dear Ms. Potts:

On behalf of CareerSource Suncoast (CSS), Region 18, I am happy to support its grant application. The grant provides a wonderful opportunity for Sarasota Memorial Health Care System and CSS to collaborate, implement strategic plans, and develop innovative approaches to address the negative economic and workforce-related impacts of the opioid and substance abuse epidemic that has affected Manatee and Sarasota Counties.

Sarasota Memorial is pleased that 30 incumbent workers and/or new entrants who qualify will receive LPNs, RNs or Pain Management scholarships. There is a nursing shortage in both counties. In addition, CSS is developing two innovative trainings. Employers will learn how to discourage drug abuse, enhance health, and manage substance abuse among employees. Family practitioners/front-line health professionals will learn how to safely manage acute pain when pain etiology remains unknown.

Sincerely,

Sherolyn Balon

Sherolyn Balon, Human Resources Consultant
Sarasota Memorial Health Care System
1852 Hillview Street
Suite 203
Sarasota, FL 34239
941-917-1841
Sherolyn-balon@smh.com

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

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

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

DATE: September 27, 2019
FILE REF: This replaces
the agreement dated
April 29, 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	7/1/17	6/30/18	11.8606% (a)	All	UC
Final	7/1/17	6/30/18	.7909% (b)	All	HCP
Final	7/1/17	6/30/18	.3526% (b)	All	WIA
Final	7/1/17	6/30/18	.8320% (b)	All	WTS/FSET
Final	7/1/17	6/30/18	12.8647% (a)	All	OP
Final	7/1/18	6/30/19	23.6854% (a)	All	WIHP
Final	7/1/18	6/30/19	60.7647% (a)	All	WBSP
Final	7/1/18	6/30/19	6.8654% (a)	All	WJMP
Final	7/1/18	6/30/19	56.0162% (a)	All	CDP
Final	7/1/18	6/30/19	69.5075% (a)	All	SBDP
Final	7/1/18	6/30/19	36.3103% (a)	All	FSP
Provisional	7/1/19	6/30/21	28.2888% (a)	All	WIHP
Provisional	7/1/19	6/30/21	79.2972% (a)	All	WBSP
Provisional	7/1/19	6/30/21	7.4838% (a)	All	WJMP
Provisional	7/1/19	6/30/21	58.9264% (a)	All	CDP
Provisional	7/1/19	6/30/21	40.5323% (a)	All	SBDP
Provisional	7/1/19	6/30/21	40.5829% (a)	All	FSP

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

***BASE**

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

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

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

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

SECTION II: GENERAL

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

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

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

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

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

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

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

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

§200.344 Post-closeout adjustments and continuing responsibilities

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

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

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

§200.345 Collection of amounts due

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

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

E. SPECIAL REMARKS:

1. Indirect costs charged to Federal grants/contracts by means other than the rate(s) cited in the Agreement should be adjusted to the applicable rate cited herein and be applied to the appropriate base to identify the proper amount of indirect costs allocable to the program.
2. Contracts/grants providing for ceilings as to the indirect cost rates(s) or amount(s) which are indicated in Section I above, will be subject to the ceilings stipulated in the contract or grant agreements. The ceiling rate or the rate(s) cited in this Agreement, whichever is lower, will be used to determine the maximum allowable indirect cost on the contract or grant agreement.
3. The indirect cost pool for 2019 final, and 2020 and 2021 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 2018 final rates, are as follows:

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

And for the 2019 final & 2020 and 2021 provisional 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

*** Intentionally Left Blank ***

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

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

ACCEPTANCE

BY THE ORGANIZATION:

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

(Grantee/Contractor)



(Signature)

Damon Steffens

(Name)

Chief Financial Officer

(Title)

10/3/19

(Date)

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

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

(Government Agency)



(Signature)

FOR
Victor M. Lopez

(Name)

Director, Office of Cost Determination

(Title)

September 27, 2019

(Date)

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