



**Florida Job Growth Grant Fund
Workforce Training Grant Proposal**

Proposal Instructions: The Florida Job Growth Grant Fund Proposal (this document) must be completed and signed by an authorized representative of the entity applying for the grant. Please read the proposal carefully as some questions may require a separate narrative to be completed.

Entity Information

Name of Entity: Emerald Coast Technical College

Federal Employer Identification Number (if applicable): ██████████

Contact Information:

Primary Contact Name: Charles Morse

Title: Director

Mailing Address: 761 North 20th Street
DeFuniak Springs, Florida 32433

Phone Number: 850-892-1241

Email: MorseC@walton.k12.fl.us

Workforce Training Grant Eligibility

Pursuant to 288.101, F.S., The Florida Job Growth Grant Fund was created to promote economic opportunity by improving public infrastructure and enhancing workforce training. This includes workforce training grants to support programs offered at state colleges and state technical centers.

Eligible entities must submit proposals that:

- Support programs and associated equipment at state colleges and state technical centers.
- Provide participants with transferable and sustainable workforce skills applicable to more than a single employer.
- Are offered to the public.
- Are based on criteria established by the state colleges and state technical centers.
- Prohibit the exclusion of applicants who are unemployed or underemployed.



1. Program Requirements:

Each proposal must include the following information describing how the program satisfies the eligibility requirements listed on page 1.

- A. Provide the title and a detailed description of the proposed workforce training.

Attached

- B. Describe how this proposal supports programs at state colleges or state technical centers.

Attached

- C. Describe how this proposal provides participants transferable, sustainable workforce skills applicable to more than a single employer.

Attached

- D. Does this proposal support a program(s) that is offered to the public?

Yes No

- E. Describe how this proposal is based on criteria established by the state colleges and state technical centers.

Attached

- F. Does this proposal support a program(s) that will not exclude unemployed or underemployed individuals?

Yes No

- G. Describe how this proposal will promote economic opportunity by enhancing workforce training. Please include the number of jobs anticipated to be created from the proposed training. Further, please include the economic impact on the community, region, or state and the associated metrics used to measure the success of the proposed training.

Attached

2. Additional Information:

- A. Is this an expansion of an existing training program? Yes No

If yes, please provide an explanation for how the funds from this grant will be used to enhance the existing program.

Increased laboratory space will provide for increased enrollments /additional populations

- B. Does the proposal align with Florida's Targeted Industries? (View Florida's [Targeted Industries here.](#))

Yes No

If yes, please indicate the targeted industries with which the proposal aligns.

If no, with which industries does the proposal align?

Welding is listed on the targeted industries list.

- C. Does the proposal align with an occupation(s) on the Statewide Demand Occupations List and/or the Regional Demand Occupations List? (View Florida's [Demand Occupation Lists here.](#))

Yes No

If yes, please indicate the occupation(s) with which the proposal aligns.

If no, with which occupation does the proposal align?

SOC 499021 (Heating, Air Conditioning, and Refrigeration Mechanics and Installers;
SOC: 514121 (Welders); SOC499071 (Maintenance and Repair Workers)

- D. Indicate how the training will be delivered (e.g., classroom-based, computer-based, other).

If in-person, identify the location(s) (e.g., city, campus, etc.) where the training will be available.

If computer-based, identify the targeted location(s) (e.g. city, county, statewide) where the training will be available.

In-person, classroom and laboratory based at the college's campus located at 761 North 20th Street, DeFuniak Springs, Florida 32433.

- E. Indicate the number of anticipated enrolled students and completers.

Initial: Enrollments: 75 (25 each: Air Conditioning, Building Construction, Welding)
Completions: 63 (21 each: Air conditioning, Building Construction; Welding)

- F. Indicate the length of program (e.g., quarters, semesters, weeks, etc.), including anticipated beginning and ending dates.

Begin Date: 01/10/2018 End Date: 09/30/2018

- G. Describe the plan to support the sustainability of the proposal.

After initial investment provided funding of the proposal, programs will be effectively sustained through regular workforce education funding and student tuition payments. In-kind support for sustainability will be on-going.

- H. Identify any certifications, degrees, etc. that will result from the completion of the program. Please include the Classification of Instructional Programs (CIP) code if applicable.

All programs: PSAV Certificate; Industry certifications: HVAC Excellence; NATE; AWS; NCCER



I. Does this project have a local match amount?

Yes No

If yes, please describe the entity providing the match and the amount.

Walton County School District: \$19,220
 Walton County Sheriff's Department: \$41,495

J. Provide any additional information or attachments to be considered for the proposal.

Walton County School District is in the process of allocating additional resources to assist with facility construction.

3. Program Budget

Estimated Costs and Sources of Funding: Include all applicable workforce training costs and other funding sources available to support the proposal.

A. Workforce Training Project Costs:

Equipment	\$ 206,500		
Personnel	\$ 127,880		
Facilities	\$ 464,000		
Tuition	\$ 140,835		
Training Materials	\$ 27,500		
Other	\$ 83,000	Please Specify:	Case mg
Total Project Costs	\$ 1,049,715		

B. Other Workforce Training Project Funding Sources:

City/County	\$		
Private Sources	\$		
Other (grants, etc.)	\$ 60,715	Please Specify:	In-Kind
Total Other Funding	\$		
Total Amount Requested	\$ 60,715		

Note: The total amount requested must equal the difference between the workforce training project costs in 3.A. and the other workforce training project funding sources in 3.B.

- C. Provide a detailed budget narrative, including the timing and steps necessary to obtain the funding, how equipment purchases will be associated with the training program, if applicable, and any other pertinent budget-related information.

Attached

4. Approvals and Authority

- A. If entity is awarded grant funds based on this proposal, what approvals must be obtained before it can execute a grant agreement with the Florida Department of Economic Opportunity (e.g., approval of a board, commission or council)?

Official Approval of School Board of Walton County, Florida

- B. If approval of a board, commission, council or other group is needed prior to execution of an agreement between the entity and the Florida Department of Economic Opportunity:

- i. Provide the schedule of upcoming meetings for the group for a period of at least six months.

Walton School District Schedule of Regular Board Meetings attached

- ii. State whether that group can hold special meetings, and if so, upon how many days' notice.

Special meetings can be called as needed, 48 hours public notice is standard.

- C. Attach evidence that the undersigned has all necessary authority to execute this proposal on behalf of the entity. This evidence may take a variety of forms, including but not limited to: a delegation of authority, citation to relevant laws or codes, policy documents, etc.



I, the undersigned, do hereby certify that I have express authority to sign this proposal on behalf of the above-described entity.

Name of Entity: Emerald Coast Technical College

Name and Title of Authorized Representative: Charles Morse, Director

Representative Signature: *Charles Morse*

Signature Date: 09/08/2017

1. Program Requirements

A. Provide the title and a detailed description of the proposed workforce training.

Supporting Florida's Now and Future Growth through Economically Powerful Innovation and Collaboration (EPIC) will leverage the enhancement of current workforce programs available at Emerald Coast Technical College to furnish the needed underpinnings that support expanded economic opportunity for industries and individuals in Florida's Panhandle and the entire state. Collaborating with the Walton County Sheriff's Department, Emerald Coast Technical College proposes to help promote economic opportunity for both the general public *and* locally incarcerated individuals (prior to and after their release) by providing access to short term, high-quality, targeted skills training that prepares individuals for currently available jobs in the local economy. This will increase the capacity of the local workforce to address current expansion and also attract new business to Florida. Previously incarcerated, recently released individuals make available a previously untapped workforce resource to address economic development needs when labor markets tighten while also helping reduce the economic cost of re-incarceration when individuals are unable to find sustainable employment due to no skills/low skills.

The proposed workforce training program expansions will help support other industries that may need to enlarge their own facilities or help relocate businesses to Florida. The construction trades industry cluster (air conditioning, building construction) and the manufacturing cluster (welding) help provide the crucial workforce infrastructure/foundation to expand, attract, and sustain multiple businesses, including those that are on the targeted industry list. High quality, well-constructed homes, commercial buildings and other structures form a significant, although seemingly silent foundation for continued economic growth for the state.

B. Describe how this proposal supports programs at state colleges or state technical centers.

The proposed workforce training program expansions will be delivered through the Florida Department of Education postsecondary adult vocational curriculum frameworks for air conditioning, refrigeration and heating technology, building construction technology, and welding technology. These programs prepare students for multiple industry certifications listed on the CAPE (Career and Professional Education Act), thereby contributing to the expansion and sustainability of a vibrant Florida economy while providing the student with a clear pathway to additional educational opportunities at the technical college/center and state college levels. Emerald Coast Technical College is accredited by the Council on Occupational Education (COE), a national accrediting body whose mission is "assuring quality and integrity in career and technical education."

C. Describe how this proposal provides participants transferable, sustainable workforce skills applicable to more than a single employer.

All programs proposed for expansion afford the student with multiple exit points correlated to specific job titles listed in the Standard Occupational Classification (SOC) system. For example, students may exit with training to qualify as a helper/assistant only 250 clock hours in the air conditioning program. Students would have achieved EPA 608 certification at that point. However, students who continue their workforce training will advance to the technician level, achieving industry recognized credentials that are applicable to an even wider spectrum of employers serving both residential and commercial customers. Program completion would also support entrepreneurship / self-employment opportunities for the student. This example applies to all programs proposed for expansions: building construction helper can be achieved in 450 clock hours, building construction technician in 1050 clock hours; welding helper can be achieved in 300 clock hours; welder (with training and certification in shielded metal arc, gas metal arc, and flux core) can be achieved in 1050 clock hours with the possibility of adding robotic and pipe welding through the advanced welding program.

E. Describe how this proposal is based on criteria established by the state colleges and state technical centers.

The mission of Emerald Coast Technical College is to prepare and empower today's students to meet the demands of an evolving and competitive global market. This mission directly supports the mission of Florida's Technical Colleges/Centers: To be the premier provider of high quality, affordable career and technical training meeting the changing needs of Florida's workforce. This proposal further supports the commitment of Emerald Coast Technical College and the state system to offer high quality programs that can be completed in one year or less.

G. Describe how this proposal will promote economic opportunity by enhancing workforce training. Please include the number of jobs anticipated to be created from the proposed training. Further, please include the economic impact on the community, region, or state and the associated metrics used to measure the success of the proposed training.

Two of the proposed programs in the proposal are included on the Eligible Training Providers List with the Department of Economic Opportunity. Building Construction Technology has recently been proposed for inclusion in response to area business/industry requests. The air conditioning and welding programs reported a completion rate of 83% and a placement rate of 100% for the past two years, attesting to both the need for workers as well as the capacity of Emerald Coast Technical College to deliver high quality workforce skills training.

Welders, Cutters, Solderers, and Brazers are listed on the 2017-18 Florida Statewide Demand Occupations List with 528 anticipated annual openings, an entry wage of \$12.76/hour; mean wage of \$18.24/hour and are noted as an EFI targeted industry. With anticipated annual enrollment of 25/class and an anticipated full program completion of 21 (83%), the projected economic impact of the welding program with entry level wages, alone, would amount to over half a million dollars (~\$557,357). Workers who report with high quality experience afforded in value-based workforce training, along with earned industry credentials should report at higher wage rates, leading to even greater economic impact for this program. Growth and replacement demand of 12 (JobsEQ® 2017) are projected for this occupation in Walton County. So, this proposal can adequately address the need for welders for Walton County while helping address the need for the surrounding workforce region. Employers / industry presenting the highest demand for this occupation in Walton County are: building and structure contractors, utility system construction, and ship and boat building.

Air conditioning, refrigeration and heating technology prepares students for employment in the local region as well as the state. Growth and replacement demand is forecast at 23 and 14, respectively over the next seven years (JobsEQ®). Demand for these workers in Walton County is primarily found with building equipment contractors (currently estimated at 91). With estimated entry wages of approximately \$33,400/year; the economic impact of providing 21 workers per year would amount to \$701,400 for the local economy.

Building construction technology prepares workers for a variety of jobs that support construction growth in the local / state economy. Program completers are afforded viable entry pathways into higher responsibility and pay after attaining additional postsecondary training. Construction and building inspectors were reported at 25 in 2017 in Walton County. As expected, most employment is found in architectural, engineering, and related services (JobsEQ®); however, other entry level employment is found in maintenance, utility

Emerald Coast Technical College: Supporting Florida's Now and Future Growth through Economically Powerful Innovation and Collaboration (EPIC)

construction, as well as real estate. For construction inspectors, the average entry level annual wage is over \$50,000. While the PSAV building construction technology program prepares students for employment as maintenance and repair workers, as noted, the program also helps provide a clear pathway for students to work toward this higher level of employment.

Although not included in these metrics, the estimated economic impact of replacing re-incarceration with sustainable employment may amount to over\$10,500/jail inmate who successfully completes the program. So, a conservative estimated economic impact of this proposal amounts to \$1,756,272, for the initial period, with increased future returns on the state's initial economic investment of \$989,000.00.

Workforce Training Program	Estimated Number of Jobs	Economic Impact	Resources
Air Conditioning	21	\$701,400	FL DOL/JobsEQ®/COE Annual Report
Building Construction	21	\$497,515	FL DOL/JobsEQ®/
Welding	21	\$557,357	FL DOL/JobsEQ®/COE Annual Report
Total	63	\$1,756,272.00	

Employer letters of support are attached.

Emerald Coast Technical College: Supporting Florida's Now and Future Growth through Economically Powerful Innovation and Collaboration (EPIC)

3. Program Budget

C. Provide a detailed budget narrative, including the timing and steps necessary to obtain the funding, how equipment purchases will be associated with the training program, if applicable, and any other pertinent budget-related information.

EPIC Project Budget Narrative Form

Function	Timeline	Description	Total	In-Kind	Proposal Request
5300	01/2018	Personnel: Professional and Technical Services Contracted/Adjunct Career / Technical Education Instructors	\$127,880	\$2,880	\$125,000
5300	10/2017	Other: Case Management (to ensure long-term support for student employment/retention (1 year) / District Project Management and student services support/Security for school site inmate instruction (Sheriff's Department)	\$83,000	\$3,000	\$80,000
5300	Begin: 10/2017 Projected Completion: 01/2018	Facilities: Buildings and Fixed Equipment: Pole Barn Labs for instruction (constructed on campus of Emerald Coast Technical College) <ul style="list-style-type: none"> > 1 40' x 70' - air conditioning, refrigeration and heating technology > 1 40 x 70' - welding technology > 2 40' x 70' – building construction technologies Jail facility space for preparatory classroom based instruction, enrollment activities, including pre-enrollment activities (labor market information, financial aid information, other student services and workforce development / CareerSource Florida support activities)	\$464,000	\$24,000	\$440,000
5300	Begin Purchase Process: 10/2017	Equipment: Capitalized Furniture, Fixtures, and Equipment Welding units (25 welders @ \$2,000/each= \$50,000 1 robotic welding unit - \$75,000 Grinding units (2 x\$4,000) Air Conditioning Units for instruction (8 units @ 2,500 each; 2 units 3500 each) Saws (5 x \$1,500 = 7,500)	\$167,500	0	\$167,500

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Emerald Coast Technical College: Supporting Florida's Now and Future Growth through Economically Powerful Innovation and Collaboration (EPIC)

Function	Timeline	Description	Total	In-Kind	Proposal Request
5300	Begin Purchase Process: 10/2017	Non-Capitalized Computer Equipment for instruction and industry certification test preparation and examination delivery 3 laptop carts (12 laptops /program)	\$39,000	0	\$39,000
5300	Begin Purchase Process: 10/2017	Training Materials: Supplies Welding metals Welding helmets, welding leathers for students Small hand tools for student use (all programs)	\$27,500	0	\$27,500
5300	01/2018 – ongoing throughout project	Dues/Fees: Tuition Supports for Students / industry certification test fees	\$140,835	\$30,835	\$110,000
Proposal Total			\$1,049,715	\$60,715	\$989,000

EPIC Project Implementation Timeline

Action	Date	Detail/Follow-up
Discuss community workforce needs/labor market gaps with stakeholders	July/August 2017	Discussion w/CareerSource Florida, Region 2 representatives; participate in FL Mfg. regional meeting; discussion w/Sheriff's Dept. re: need to expand workforce training to include jail inmates – untapped labor pool resource
Develop project draft to address gaps/training needs to support growth/secure letters of support	August 2017	Most letters received 09/07/2017
Verbal Approval by Walton School District/Board to Submit Proposal	August 2017	Project draft ready: 08/18/2017 – budget requirements; discussion of in-kind contributions available Verbal approval to submit obtained 08/24/2017
Proposal Submitted to Florida DEO	September 2017	Proposal submitted: 09/08/2017
Proposal submitted to School Board of Walton County for official approval	September 2017	Need to place on board agenda by 09/08/2017 for 09/19/2017 meeting; or delay: 09/22/2017 for 10/03/2017
Project begins	October 2017	School district planning and facilities personnel begin pole barn construction process; equipment purchase process begins (bids, etc., as required); recruitment of training program instructors
Emerald Coast Technical College promotes training opportunity to region – including employers/program advisory committees/general population students	October 2017	Group orientation sessions provided for students on weekly basis; individual sessions scheduled as needed; financial aid availability and career ladder mobility included in orientation sessions (wage rate/growth rate/other labor market information)
Walton County Sheriff's Department /Classification begins process to identify inmates who will be released within 10-16 weeks of project start in January, 2018	October 2017 ongoing	Emerald Coast Technical College Student Services and Career Source Florida, Region 2 personnel visit jail to discuss program with inmates identified as potential students. Process of identifying and providing enrollment information to inmates who will be released within 10-16 weeks continues on at least quarterly basis throughout the project and after, e.g., 10/17; 01/18; 04/18; 06/18; 10/18/12/18, etc. Inmates enrolled as groups of 8-10 are referred (scheduled open enrollment).
Training program instructors contracted	January 2018	Must be school board approved, meet HR department requirements (fingerprints/drug screen/district certification – at least six years experience / district certification)
Pole barn labs ready for instruction; equipment placed	January	Walton County School District ensure appropriate approvals for buildings in place prior to use
Classes begin	January 2018	Inmates scheduled for Friday only hands-on sessions when general public student sessions not offered; Sheriff's Department ensure appropriate security in place (projected 10/session for Air conditioning – 2 sessions/year; Welding 30-40 – separate sessions for male/female; Construction: 50 – separate sessions for male/female) – ECTC ensure schedule will provide for sufficient instructional time to achieve industry certification/completion of occupational completion point hours within allocated time and continuing of training with regular schedule upon release) Intensive case management activities begin for students at risk /requiring additional supports (including inmates scheduled for release)

Action	Date	Detail/Follow-up
First industry certifications earned by students	April 2018	OSHA 10 Certification: all students enrolled in project EPA 608 Certification: Air Conditioning; NCCER (National Center for Construction Education and Research) Core: Building Construction Initial welding certification: Welding general population students
Recently released inmates continue workforce training through evening scheduling while employed in the day	May 2018	Recently released inmate students are provided employment supports through Career Source, Florida, Region 2 and Emerald Coast Technical College to become gainfully employed in entry level occupations (air conditioning, building construction, welding) with certifications already achieved; recently released inmates continue their workforce training through tuition supports and financial aid. Case management services are provided to support continued employment, adequate housing, and continued enrollment in workforce training.
General population students achieve initial OCP (job title) in Air Conditioning, Building Construction, and Welding programs	June 2018	Students have sufficient skills to become employed as helpers/assistants; students are encouraged to complete program; evening /alternative class schedules will accommodate students daytime work schedules
Additional students placed in entry level employment	June 2018	ECTC instructors and advisory members along with Career Source provide supports for sustainable employment ; resume' assistance/interviewing provided by ECTC and Career Source
Project evaluated by stakeholders	July 2018	ECTC convenes meeting to discuss project accomplishments and needed areas of improvement; student completion, placement, and certification rates are presented for January - June
Students resume classes to advance to full program completion	August 2018	ECTC develops appropriate scheduling as before to ensure sufficient instructional time for students to achieve additional available industry certifications; new general population students begin training programs; students who complete programs may continue with advanced and /or supplementary training; e.g., electricity