

<b>Date of Notice:</b>	<b>1/21/2022</b>
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**Notice of Grant Award/Fund Availability**  
**General Information**

<b>Subrecipient Name:</b>	See Attached Spreadsheet	
<b>Data Universal Numbering System (DUNS #):</b>	See Attached Spreadsheet	
<b>Federal Award Name:</b>	WIOA Youth/Adult/Dislocated Workers Formula Combined	
<b>Grantor:</b>	United States Department of Labor	
<b>Federal Award Identification Number (FAIN):</b>	AA-36313-21-55-A-12	
<b>Federal Award Year:</b>	PY2021/FY2022	
<b>CFDA/CSFA Title and Number:</b>	WIOA Formula Adult; WIOA Formula Youth; WIOA Formula Dislocated Worker	17.258 17.259 17.278
<b>Award for Research &amp; Development (Y/N):</b>	No	
<b>Action being Taken:</b>	Issue Award and Release	

**Award Information**

<b>Program Year in SERA:</b>	PY2021
<b>Program Group in SERA:</b>	WIOA
<b>Program Name in SERA:</b>	WIOA State-Level
<b>Project in SERA:</b>	Get There Faster At-Risk Floridians
<b>FLAIR Contract ID#:</b>	See Attached Spreadsheet
<b>NFA ID #:</b>	See Attached Spreadsheet
<b>FLAIR Grant #:</b>	WIS22
<b>Award Period Begin Date:</b>	October 1, 2021
<b>Award Period End Date:</b>	September 30, 2023
<b>Close Out Due by:</b>	November 30, 2023

**Award and Fund Availability**

	<b>Award</b>	<b>Funds Available / Release</b> (Maximum cash available for draw)
<b>Current Award/Release:</b>	See Attached Spreadsheet	See Attached Spreadsheet
<b>This Action:</b>	See Attached Spreadsheet	See Attached Spreadsheet
<b>Revised Award/Release:</b>	See Attached Spreadsheet	See Attached Spreadsheet

## **AWARD TERMS & CONDITIONS AND OTHER INSTRUCTIONS**

**General Conditions:** The Department of Economic Opportunity has approved a grant award for your local workforce development board. These funds will be available for cash draws under the Subrecipient Enterprise Resource Application (SERA) Program Year and Program Title/Project in SERA described on page one of this notice. Expenditures utilizing these funds must be consistent with the Grantee/Subgrantee Agreement executed between the Board and the Department of Economic Opportunity (DEO) and in compliance with the Board's approved plan and all federal and state rules, regulations, policies and grant conditions applicable to the grant program described on page one. The indirect cost rate or indirect cost method for this subaward, whether federal or non-federal, will be the federally recognized indirect cost rate negotiated between the Board and the federal government or, if no such rate exists, either a rate negotiated between DEO and the Board, or if optionally elected by the Board, the de minimis rate or the cost allocation method.

**Special Grant Conditions:** The purpose of this award is to provide education and work skills needed by at-risk Floridians (see "Target Populations" in Program and Participant Reporting Instructions), as described in the proposal submitted by each awardee.

Use of these funds must follow all applicable WIOA laws, rules, and regulations and must be consistent with the WIOA PY2021 Annual Funding Agreement (between USDOL and DEO). The WIOA PY2021 Annual Funding Agreement is located at:

<http://floridajobs.org/grants-management/grants-management/lwdb-grant-resources>

**Financial Reporting Requirements:** All cash draws and expenditures must be recorded in accordance with the SERA Business Rules. Expenditures must be reported within established timelines and by the following cost categories. The cost category definitions are located at:

[http://www.floridajobs.org/docs/default-source/lwdb-resources/lwdb-grants-management/other-resources/wioa-cost-category-guide---20200611.pptx?sfvrsn=8f7e46b0\\_2](http://www.floridajobs.org/docs/default-source/lwdb-resources/lwdb-grants-management/other-resources/wioa-cost-category-guide---20200611.pptx?sfvrsn=8f7e46b0_2)

### **Add-Up Cost Categories:**

- Training
- Local Administration
- Career Services

### **Non-Add-Up Cost Categories:**

- In-School Youth
- Out-of-School Youth
- ITA Federal-Youth

**Program/Participant Reporting Requirements:** Participant reporting instructions are located in the Attachment to this NFA.

***Closeout Procedures:*** Awards must be closed out and all obligations liquidated by the close out date indicated under Award Information. Only liquidated expenditures resulting from obligations incurred during the award period are allowable.

***Other Notes/Comments:*** Since WIOA state-level funds are drawn from Adult, Dislocated Worker and Youth funding streams, the relative percentages to each final CFDA are calculated based upon the proportionate amount of each program's allotment to the total of the three WIOA allotments for each program year. For all applicable program years, the percentage assigned to each CFDA number is located at:

<http://floridajobs.org/grants-management/grants-management/lwdb-grant-resources>

***Questions:*** Fiscal questions regarding these funds should be addressed to Carolyn Bishop at 850-245-7489 or via e-mail to [carolyn.bishop@deo.myflorida.com](mailto:carolyn.bishop@deo.myflorida.com). Program policy questions should be addressed to Isabelle Potts at 850-921-3148 or via e-mail at [isabelle.potts@deo.myflorida.com](mailto:isabelle.potts@deo.myflorida.com). Subrecipient Enterprise Resource Application (SERA) questions should be addressed to Lemuel Toro at (850) 245-7359 or via email to [lemuel.toro@deo.myflorida.com](mailto:lemuel.toro@deo.myflorida.com).



## **ATTACHMENT**

### **PROGRAM AND PARTICIPANT REPORTING INSTRUCTIONS**

**Project Name:** 831 PY 21 At-Risk Floridians – Adult, 832 PY 21 At-Risk Floridians – 833 Youth, PY 21 At-Risk Floridians – Dislocated Worker

**Project Operator:** CareerSource Escarosa, North Central Florida Workforce Development Board, CareerSource Central Florida, CareerSource South Florida

**Date Range:** October 1, 2021 to September 30, 2023

**Local Workforce Development Board Affected:** CareerSource Escarosa, CareerSource North Central Florida, CareerSource Central Florida, CareerSource South Florida.

**Funding Source:** WIOA Statewide Funds

**Number to be served:** CareerSource Escarosa = 168; CareerSource North Central Florida = 70; CareerSource Central Florida = 200; CareerSource South Florida = 100

**Target Populations:** At-risk individuals who are receiving public assistance, such as Temporary Assistance for Needy Families (TANF), Supplemental Nutrition Assistance Program (SNAP), Supplemental Security Income (SSI), and/or Social Security Disability Insurance, individuals recovering from substance use disorders and returning citizens who were justice-involved.

**Program Narrative:** Eligible participants will receive ongoing intensive employment services and support aimed at removing employment barriers, increasing their likelihood of obtaining and maintaining unsubsidized employment, and decreasing their reliance on public assistance benefits. Such services include: enrollment in secondary and/or postsecondary education that leads to an industry-recognized credential of value; dedicated case manager and job coach responsible for coordination with employers, job placement, employment mentoring, and progress monitoring; comprehensive assessment; coordinated referral and service delivery with other agencies for services such as assessments, housing, mental wellness, substance use disorder and domestic violence, when needed; work-based learning opportunities; work readiness activities; job matching and referrals; and transitional support such as childcare, transportation, employment-related supplies.

Additionally, each awardee will provide services as described in their proposals to include training in:

- CareerSource Escarosa, phlebotomy and medical assistance in conjunction with Baptist Health Care.
- CareerSource North Central Florida, skills building for Microsoft applications and QuickBooks, followed by information technology occupations, through the Workplace Success program in conjunction with Santa Fe College
- CareerSource Central Florida, occupations in construction, manufacturing, hospitality, and tourism.
- CareerSource South Florida, automotive mechanics, advance manufacturing, and professional services that include Transportation and Logistics, through the SO FLO Pathways to Opportunity and Prosperity program in conjunction with Miami Dade College.

### Application Eligibility:

1. The determination of eligibility must include verification that the applicant meets at least one of the **Target Populations** described above.
2. On the **Eligibility and Grants** page, scroll to **WIOA Grant Eligibility** section.
3. Scroll to the appropriate subsection - **Statewide Dislocated Worker Eligibility or Statewide Adult Eligibility or Statewide Youth Eligibility** and select "Yes".
4. Scroll down to the **Grants** section and click **View Available Grants**.
5. Select **Statewide Dislocated Worker or Statewide Adult or Statewide Youth Eligibility** from the list by clicking **Add** on the far right of the grant title.
6. Scroll to the bottom of the page and select **Finish**.

**Note:** Veterans and eligible spouses receive priority of service.

**Enrollment into Employ Florida:** Program participants must be enrolled into Employ Florida in appropriate project-related activities for adults, dislocated workers or youth.

**To enroll a participant in Employ Florida, use:**

1. **Project Code:** 831  
**Customer Program Group:** Statewide Adult  
**Grant:** 831-PY21 At-Risk Floridians – Adult
2. **Project Code:** 832  
**Customer Program Group:** Statewide Dislocated Worker  
**Grant:** 832-PY21 At-Risk Floridians – Dislocated Worker
3. **Project Code:** 833  
**Customer Program Group:** Statewide Youth  
**Grant:** 833-PY21 At-Risk Floridians - Youth

**Note:** WIOA requires a minimum of 75 percent of out-of-school youth (OSY) funds available to local workforce development areas be used to serve OSY.

**Program Outputs and Outcomes:** Recording of WIOA basic and intensive career services, training, and supportive services, as well as core outcome data in Employ Florida. Such activities consist of a combination of:

- Assessment & IEP
- Basic and intensive career services
- Training
- Work-based activities
- Job readiness activities
- Job search assistance activities
- Supportive services
- Referrals to other organizations
- Measurable skills attainment
- Credentials



- Unsubsidized employment
- Follow-up/transitional services
- Unsubsidized employment
- Employment in 2<sup>nd</sup> and 4<sup>th</sup> quarters after exit
- Wages

Service codes must be entered based on the activities and services provided in accordance with [Administrative Policy 115: Common Exit](#) and the [Employ Florida Service Code Guide](#).

**Data Input Deadline:** Participant data must be entered into Employ Florida as soon as it becomes available, or as soon as possible thereafter, but no later than the fifteenth day after a service or activity is provided to a participant. Failure to enter data by the fifteenth day after a service or activity is provided to a participant will result in lockdown issues. If you have questions, please contact Isabelle Potts at (850) 921-3148 or via email at [Isabelle.Potts@deo.myflorida.com](mailto:Isabelle.Potts@deo.myflorida.com).

**Quarterly Narrative Reports:** Awardees must submit quarterly narrative reports by the 10<sup>th</sup> day of the month following the end of the quarter to [GrantsandSpecialProjects@deo.myflorida.com](mailto:GrantsandSpecialProjects@deo.myflorida.com) in a format provided by DEO.



PY2021 WIOA State-Level  
Get There Faster  
At-Risk Floridians

Local Workforce Development Boards	DUNS #	FLAIR Contract ID	NFA ID	AWARD			RELEASE		
				Current Award	This Action	Revised Award	Current Release	This Action	Revised Release
LWDB01 - Workforce Escarosa, Inc. (DBA CareerSource Escarosa)	618275960	RWB01	040896		\$1,037,828	\$1,037,828		\$1,037,828	\$1,037,828
LWDB09 - North Central Florida Workforce Development Board	118004393	RWB09	040897		\$893,833	\$893,833		\$893,833	\$893,833
LWDB12 - Central Florida Regional Workforce Development Board, Inc. (DBA CareerSource Central Florida)	966339616	RWB12	040898		\$2,500,000	\$2,500,000		\$2,500,000	\$2,500,000
LWDB23 - South Florida Workforce Investment Board (DBA CareerSource South Florida)	800332897	RWB23	040899		\$1,022,450	\$1,022,450		\$1,022,450	\$1,022,450
				\$0	\$5,454,111	\$5,454,111	\$0	\$5,454,111	\$5,454,111