

AMENDMENT NO. 1
TO
SUB-RECIPIENT AGREEMENT
NO. 2019-2020-CR-WIOA-OSY-2335
BETWEEN
CAREERSOURCE BROWARD
AND
THE SCHOOL BOARD OF BROWARD COUNTY

DUNS#	077283471
FEDERAL AWARD IDENTIFICATION / FAIN)#	AA-33223-19-55-A-12
FEDERAL AWARD DATE	3/4/2020
TOTAL FEDERAL AWARD	\$2,538,776
FEDERAL AWARING AGENCY	USDOL
CFDA#	17.259
PASS THROUGH ENTITY	Florida Department of Economic Opportunity
CONTRACT OFFICER	Mason Jackson

This Workforce Innovation and Opportunity Act Sub-Grant Agreement is fully supported by the Employment and Training Administration of the U.S. Department of Labor as part of an award totaling \$550,000.00

AMENDMENT NO. 1
TO
SUB-RECIPIENT AGREEMENT
NUMBER 2019-2020-CR-WIOA-OSY-2335
FOR
PROGRAM YEAR 2020-2021
BETWEEN
CAREERSOURCE BROWARD
AND
THE SCHOOL BOARD OF BROWARD COUNTY

THIS AMENDMENT TO SUBGRANT AGREEMENT NO. 2019-2020-CR-WIOA-OSY-2335, which was entered into the 25th day of June, 2019 by and between CAREERSOURCE BROWARD hereinafter referred to as CSBD, the administrative entity and fiscal agent for the CareerSource Broward Council of Elected Officials and the Broward Workforce Development Board, Inc., having its principal office at 2890 W. Cypress Creek Road, Fort Lauderdale, FL 33309 and THE SCHOOL BOARD OF BROWARD COUNTY, FLORIDA hereinafter referred to as SUB-GRANTEE, existing under and by virtue of the laws of the State of Florida as a public body politic, having its principal office at 600 S.E. Third Avenue, Fort Lauderdale, FL 33301, to begin on the date this Amendment is executed by the parties and to terminate June 30, 2021.

WITNESSETH THAT:

WHEREAS, CareerSource Broward and Sub-Grantee entered into an Agreement effective June 25, 2019 to serve out of school youth as defined under the Workforce Innovation and Opportunity Act of 2014 Pub. L. 113 – 128, which terminates on June 30, 2020; and,

WHEREAS, at their meeting on April 23, 2020, the CSBD governing boards approved the renewal of the Agreement; and,

WHEREAS, CareerSource Broward wishes to amend the existing Agreement to extend the program for out of school youth for an additional 12 months term and to

provide additional funds for the period of the extension in accordance with its governing boards' directions;

NOW THEREFORE, in consideration of the premises and the mutual covenants and obligations herein contained, and subject to the terms and conditions hereinafter stated, the parties hereto agree to amend Sub-Grantee's Agreement No. 2019-2020-CR-WIOA-OSY-2335 as follows:

1. Article 3, Fiscal Management, is amended by replacing section 3.2.1 a. with the language below:

3.2 Compensation

3.2.1 Total Compensation

- a. The total funds allocated for the program to be operated under this Agreement for the renewal period shall be Five hundred and fifty thousand Dollars and zero cents (\$550,000.00), in accordance with the budget attached to this Amendment as Exhibit A.

2. Article 5, Program Requirements, Section 5.16.1 is amended substitute the following for Article 5, Section 5.16.1 in the original Agreement as follows:

5.16 Agreement Term

- 5.16.1 The term of this Amendment shall begin on July 1, 2020 and shall end on June 30, 2021. The term of this Agreement may be extended for three (3) additional one-year periods. Renewal shall be at the option of the CSBD governing boards. The continuation of this Agreement beyond the end of any program year shall be subject to performance and the appropriation and availability of funds as described in this Agreement.

3. Article 7, Scope of Work, Sections 7.1, 7.2, sub-paragraph 7.2.1, and 7.10, sub-paragraph 7.10.1 sub-subparagraph b are amended to substitute the number two hundred and five (205) in each instance where the Agreement reads one hundred and ninety-five (195) or one hundred and ninety three (193).

4. Article 7, Scope of Work Section 7.2 sub-paragraph 7.2.3 is amended to add the underscored words as follows:

- 7.2.3 Youth recruited and enrolled into the program shall be within **six** (6) to **nine** (9) months of attaining their GED. Sub-Grantee shall backfill slots as youth successfully exit the program. Backfills shall occur within 45 days of a slot being vacated. Prior to enrolling a

youth who is not projected to complete their GED within 9 months from the date of their enrollment into WIOA, as determined from the evaluations performed of the youth by Sub-Grantee, written approval to enroll the youth shall be requested from the CSBD Youth Program Manager.

5. Article 7, Section 7.4, Program Services sub- paragraph, 7.4.7 Work Experience sub-subparagraph a., is amended to add the underscored words as follows:

a. All youth enrolled in the program shall be offered an opportunity to participate in a subsidized work experience aligned with their educational goals within the first 5 business days of being enrolled in WIOA.

6. Article 7, Program Services, paragraph 7.4, sub- paragraph, 7.4.7 Work Experience sub-paragraph k., is amended to add the underscored language as follows:

k. The program job coaches shall utilize district Partners in Education, school and community partnerships to seek work experience host worksites as well as private sector sites. Sub-Grantee job coaches shall work to develop at least 50% of the worksites with private sector businesses. The job coaches will complete site visits while the student is at the work experience to support the work skill development. Youth will receive regularly scheduled work experience site visits from the program Job Coach to provide ongoing support to both the youth and employer.

7. Article 7, Program Services, paragraph 7.4, sub- paragraph, 7.4.7 Work Experience is amended to add a new sub-subparagraph “p” as follows:

p. Sub-Grantee shall follow the policy adopted by its Board with respect to safety policies in the workplace in response to the COVID 19 pandemic. Sub-Grantee shall inform participants of the rules or policies in place in the Sub-Grantee offices and shall inquire as to policies in place in the referral of youth to worksites in the private sector. Sub-Grantee shall make a determination about the appropriateness of the worksite and shall assure that the youth is in accord with the referral.

8. Article 7, paragraph 7.6, Participant Incentives sub- paragraph, 7.6.3 is amended to add the underscored words and to delete the language that is stricken as follows:

7.6.3 In accordance with USDOL guidance youth may not be provided an incentive payment for enrollment or solely for attendance in class.

Youth may not receive an incentive for participating in attending a work experience. The incentive should be for making it to the midway and/or completion of the work experience for which they are receiving a wage. Youth must show positive outcomes, passing assessments and attaining functional grade gains to be eligible for an incentive. Incentives should be interspersed throughout the youth's tenure in the program.

9. Article 7, paragraph 7.8, Program Staffing, sub- paragraph, 7.8.3 is amended to add the underscored words and to delete the language that is stricken as follows:

7.8.3 All teacher facilitators funded under this Agreement shall be assigned a caseload. The caseload shall be evenly distributed among the facilitator teachers hired under this Agreement. With the addition of a job developer in the program budget Sub-Grantee shall assure the development of worksites is evenly distributed among the staff.

10. Article 7, paragraph 7.10, Performance, Program sub- paragraph, 7.10.1 sub-subparagraphs c, d, e, and f are amended to add the underscored words and to delete the language that is stricken as follows:

c. 80% percent of the program participants enrolled in Sub-Grantees GED program, whether they enrolled during the immediately preceding program year 2018–2019 or during the current program year 2019–2020 who do not attain their GED credential by June 30, of the preceding program year 2020 and continue in the program during the current program year 2020–2021 must achieve a measurable skill gains. This shall be defined as one of the following:

- i. Documented achievement of at least one educational functioning level of a participant who is receiving instruction below the postsecondary education level, or
- ii. Documented attainment of a secondary school diploma or its recognized equivalent;
- iii. The calculation of attainment of this measure will include all youth enrolled during the program year who exit the program or continue to the next program year who have not yet attained a GED.

d. Eighty percent (80%) of the youth enrolled in Sub-Grantee's program and exiting during the program year 2019–2020 must complete their GED and obtain a High School credential at the time of their exit from the program or by June 30, 2020 of the current program year.

- e. Ninety percent (90%) of the youth enrolled in Sub-Grantees program who exit from the program during the current program year by June 30, 2020 shall enter the military, post-secondary education or be in unsubsidized employment at the time of their exit from the WIOA program and shall be retained in the military, post-secondary education or unsubsidized employment through the second (2nd) quarter after exit from the program so as to be considered as having met the "employment measure." Youth placed into employment shall earn a minimum of \$9.00 an hour.
- f. Eighty-five percent (85%) of the youth exiting the program by June 30, of the current program year 2020 shall be retained in post-secondary education, employment or the military through the fourth (4th) quarter after exit.

11. Article 7, paragraph 7.10, Performance, Program sub-paragraph, 7.10.1 is amended to add sub-subparagraph "j." as follows:

- j. The parties understand that CSBD is subject to performance measures negotiated with the State Department of Economic Opportunity (DEO) each program year. When DEO does not negotiate the performance measures timely, which is defined as prior to the start of this contract or amendment term, the parties will exercise good faith to make adjustments to the stated performance measures, herein, so as to meet the benchmarks set by the DEO.

12. All provisions of said Agreement, which are not in conflict with this Amendment, shall continue to be enforced in accordance with the terms and conditions therein.

13. This Amendment and all its attachments are made a part of said Agreement.

14. The effective date of this Amendment shall be the date on which it has been signed by all the parties.

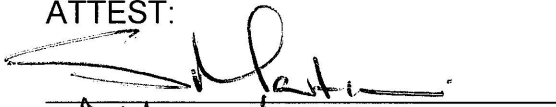
EXECUTION PAGE

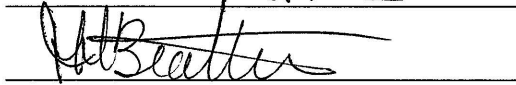
IN WITNESS THEREOF, the parties hereto have made and executed this document on the respective dates under each signature:


The School Board of Broward County, Florida signing by and through its _____ following _____ (Board, Executive, Commission) approval on the ____ day of _____, 2020 and CareerSource Broward signing by and through its President/CEO following Governing Boards' action on April 23, 2020.

AS TO CAREERSOURCE BROWARD:

ATTEST:





BY: 
(Signature)
MASON C. JACKSON, Jr. _____

TITLE: PRESIDENT/CEO

DATE: 6/17/2020

Approved as to form by the CareerSource Broward
General Counsel
2890 West Cypress Creek Road
Ft. Lauderdale, FL 33309

BY: _____
Rochelle J. Daniels
General Counsel

THE SCHOOL BOARD OF BROWARD COUNTY, FLORIDA

(Corporate Seal)

THE SCHOOL BOARD OF BROWARD
COUNTY

ATTEST:

By: _____
Donna P. Korn, Chair

Robert W. Runcie,
Superintendent of Schools

Approved as to Form and Legal Content:



Digitally signed by Maya Moore
Reason: CareerSource Broward
Amendment*
Date: 2020.06.18 12:03:14 -04'00'

Office of the General Counsel

EXHIBIT A
OSY 2020-2021 BUDGET - Administration

Reminder: Administration is limited to 5%

Note: Totals will automatically calculate when related cells are filled.

Line Item						TOTAL
Personnel						
Salaries *						0
Fringe Benefits						0
Mileage and Travel						0
Staff Incentives						0
Other (Specify)						0
Total Personnel	0	0	0	0	0	0
Non Personnel						
Supplies						0
Materials						0
Books						0
Teaching Aids						0
Postage						0
Telephone						0
Maintenance						0
Printing						0
Equipment Rental						0
Equipment Purchase						0
Space Rental						0
Insurance						0
Utilities						0
** Indirect Costs	27,500	Rate of 5%				27,500
Audit						0
Legal						0
Accounting						0
*Profit						0
Other (specify)						0
Other (specify)						0
Other (specify)						0
Other (specify)						0
Other (specify)						0
Total Non-Personnel	27,500	0	0	0	0	27,500
Total ADMINISTRATION	27,500	0	0	0	0	27,500

**OSY 2020-2021 Budget
Services**

Note: Totals will automatically calculate when related cells are filled.

Line Item						TOTAL
Personnel						
Salaries *	348,078					348,078
Fringe Benefits	126,267					126,267
Mileage and Travel	10,250					10,250
Staff Incentives						0
Other (Specify)						0
Total Personnel	484,595	0	0	0	0	484,595
Non Personnel						
Supplies	1,000					1,000
Materials	1,342					1,342
Books						0
Teaching Aids						0
Postage						0
Telephone	563					563
Maintenance						0
Printing						0
Equipment Rental						0
Equipment Purchase						0
Space Rental						0
Insurance						0
Utilities						0
** Indirect Costs						0
Audit						0
Legal						0
Accounting						0
*Profit						0
Credential Training	35,000	GED Assessment Fees				35,000
Other (specify)						0
Other (specify)						0
Other (specify)						0
Other (specify)						0
Total Non-Personnel	37,905	0	0	0	0	37,905
Total SERVICES	522,500	0	0	0	0	522,500

BUDGET SUMMARY

Reminder: Administration is limited to 5%

Note: Items with 0 will automatically calculate when related cells are filled.

Line Item	Annual Expense	Administration	Services
Personnel			
Salaries *	348,078	0	348,078
Fringe Benefits	126,267	0	126,267
Mileage and Travel	10,250	0	10,250
Other	0	0	0
Staff Incentives	0	0	0
Total Personnel	484,595	0	484,595
Non Personnel			
Supplies	1,000	0	1,000
Materials	1,342	0	1,342
Books	0	0	0
Teaching Aids	0	0	0
Postage	0	0	0
Telephone	563	0	563
Maintenance	0	0	0
Printing	0	0	0
Equipment Rental	0	0	0
Equipment Purchase	0	0	0
Space Rental	0	0	0
Insurance	0	0	0
Utilities	0	0	0
** Indirect Costs	27,500	27,500	0
Audit	0	0	0
Legal	0	0	0
Accounting	0	0	0
*Profit	0	0	0
Other	35,000	0	35,000
Total Non- Personnel	65,405	27,500	37,905

GRAND TOTAL	550,000
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* Note: This page is READ ONLY. All values are based on calculation from other sheets.

**PERSONNEL DETAILS
Salaries**

List all positions included and the total amount of wages requested for each cost category. Add more lines if necessary. All allocations of salary across cost categories must be supported by matching job descriptions and a cost allocation plan.

NOTE: Columns with 0 will be automatically calculated when other items are entered.

Job Title	Staff member (If known)	Total Annual Salary	% of Salary to Admin Budget	\$ to Admin Budget*	% of Salary to Services Budget	\$ to Services Budget**	% of Salary from Other WorkForce One Programs	\$ from other WorkForce One Programs	% of Salary from Other Sources of Funding**	\$ to Other Sources of Funding**	Total % (Must total 100)	Total \$
EX: Case Manager	Jane Doe	\$26,000	10	\$2,600	50	\$13,000	10	\$2,600	30	\$7,800	100	\$26,000
Grant Facilitator	Christine Lamb	\$64,029			91.00%	\$58,266					100	\$64,029
Grant Facilitator	Ray Walker	\$56,283			100.00%	\$56,283					100	\$56,283
Grant Facilitator	Amy Cadigan	\$63,279			100.00%	\$63,279					100	\$63,279
Job Coach	Nigel Ollivierre	\$38,486			100.00%	\$38,486					100	\$38,486
Job Coach****	TBA	\$38,486			100.00%	\$38,486					100	\$38,486
Extended Calendar: 7/1-8/6/20; 6/4-6/30/21											100	
Grant Facilitator Extended Calendar	Grant Facilitator Extended	\$15,000			100.00%	\$15,000					100	\$15,000
Grant Facilitator Extended Calendar	Grant Facilitator Extended	\$15,000			100.00%	\$15,000					100	\$15,000
Grant Facilitator Extended Calendar	Grant Facilitator Extended	\$15,000			100.00%	\$15,000					100	\$15,000
General Clerk II	Jyanna Parker	\$26,533			100.00%	\$26,533					100	\$26,533
Accounting Specialist II	Wanda Radcliff	\$43,490			50.00%	\$21,745					100	\$43,490
TOTALS						\$348,078						\$375,586

*Total must match the total salaries on Administration Budget (Budget Sheet #1)

**Total must match the total salaries on Services Budget (Budget Sheet #2)

***Include all non-WorkForce One Funds

**PERSONNEL DETAILS
Fringe Benefits**

Enter fringe benefits for all positions listed on Budget page 4. Add more lines if necessary.

NOTE: Columns with 0 will be automatically calculated when other items are entered.

Job Title	Staff member (If known)	Total Salary	Total Fringes	% of Fringes compared to Salary	% of Fringes to Admin Budget	\$ for fringes to Admin Budget*	% of Fringes to Services Budget	\$ to for Fringes Services Budget**	% of Fringes from other WorkForce One Programs	\$ for Fringes from other WorkForce One Programs	% of Fringes from Other Sources of Funding**	\$ for Fringes from Other Sources***	Total % (Must total 100)	Total \$
EX: Case Manager	Jane Doe	\$26,000	\$4,680	18%	10	\$468	50	\$2,340	10	\$468	30	\$1,404	100	\$4,680
Grant Facilitator	Christine Lamb	\$64,029	\$21,741	34%			91.00%	\$19,784					100.00%	\$21,741
Grant Facilitator	Ray Walker	\$56,283	\$20,114	36%			100.00%	\$20,114					100.00%	\$20,114
Grant Facilitator	Amy Cadigan	\$63,279	\$21,584	34%			100.00%	\$21,584					100.00%	\$21,584
Job Coach	Nigel Ollivierre	\$38,486	\$16,377	43%			100.00%	\$16,377					100.00%	\$16,377
Job Coach****	TBA	\$38,486	\$16,377	43%			100.00%	\$16,377					100.00%	\$16,377
Grant Facilitator extended Calendar	Grant Facilitator extended	\$15,000	\$3,150	21%			100.00%	\$3,150					100.00%	\$3,150
Grant Facilitator extended Calendar	Grant Facilitator extended	\$15,000	\$3,150	21%			100.00%	\$3,150					100.00%	\$3,150
Grant Facilitator extended Calendar	Grant Facilitator extended	\$15,000	\$3,150	21%			100.00%	\$3,150					100.00%	\$3,150
General Clerk II	Jyanna Parker	\$26,533	\$13,867	52%			100.00%	\$13,867					100.00%	\$13,867
Accounting Specialist II	Wanda Radcliff	\$43,490	\$17,428	40%			50.00%	\$8,714					100.00%	\$17,428
TOTALS								\$126,267						\$136,938

*Total must match the total fringes on Administration Budget (Budget Sheet #1)
 **Total must match the total fringes on Services Budget (Budget Sheet #2)
 ***Include all non-WorkForce One Funds

BUDGET
Non-Personnel Costs

Itemize any items in your budget under the categories listed and provide cost breakdown.

Add more lines if necessary.

Note: Items with 0 will automatically calculate when related cells are filled.

Cost Category*	Item	Quantity	Unit Cost	Total Cost**
EX: Equipment Purchases	staff desks	10	\$400	\$4,000
<u>Supplies</u>	folders/tracking materials, classroom and office supplies to support the program			\$1,000
<u>Materials</u>	Curriculum- Employability Skills and other supplemental remedial curriculum - updated TABE Test Booklets and Bubble Sheets			\$1,342
<u>Books</u>				
<u>Teaching Aids</u>				
<u>Credential Training</u>	GED assessments/registration fees:			\$35,000
	\$32 per subtest x 4 subtests x 135 students = \$17,280			
	\$30 tuition fee & \$10 registration x 2 Terms per student = \$10,800			
	\$12 GED re-take vouchers(160) = \$1,920			
	\$6 GED Ready Practice Test = \$5,000			
<u>Telephone</u>	46.94/month per cell phone- 1 cell phones			\$563
	\$46.94 per month total x 12 = \$563.28			
<u>Maintenance</u>				
<u>Printing</u>				
<u>Equipment Rental</u>				
<u>Equipment Purchase</u>				
<u>Space Rental</u>				
<u>Other</u>				
<u>Computer Equipment</u>				
Total				\$37,905