

GULF COAST WORKFORCE BOARD, INC d/b/a CareerSource Gulf Coast

HEREIN REFERRED TO AS BOARD

| | | | |
|--|---|----------------------|------------------------------|
| GRANT AGREEMENT NUMBER: | 24-25-GCSC-WFC-WIOA-MIL-WP-RESEA-DVOP-LVER | MODIFICATION NUMBER: | 2 |
| SERVICE PROVIDER: | Gulf Coast State College | UEI NO.: | ENPGQPJ3LFF5 DUNS: 026280982 |
| MAILING ADDRESS: | 5230 West U.S. Highway 98, Panama City, FL 32401 | | |
| TELEPHONE / FAX NO: | (850) 872-4340, Ext. 8165 | FAX: | (850) 872-4346 |
| CONTACT PERSON: | Dr. Cheryl Flax-Hyman | | |
| EMAIL ADDRESS: | cflax-hyman@gulfcoast.edu | | |
| GRANT AGREEMENT MANAGER: | Dr. Cheryl Flax-Hyman | | |
| EMAIL ADDRESS: | cflax-hyman@gulfcoast.edu | | |
| TITLE OF PROJECT: | GCSC – CareerSource Job Center Services | | |
| CSGC CONTACT/PHONE | Kimberly L. Bodine, 850-913-3285 | | |
| ASSISTANCE LISTINGS NUMBERS: | USDOL WIOA-Adult #17.258; WIOA-Youth #17.259; WIOA-Dislocated Worker #17.278; Wagner-Peyser #17.207; Military 17.207; RESEA #17.225; DVOP 17.801; LVER 17.804; WT TANF 93.558; SNAP 10.561; Consolidated LVER/DVOP 17.801 | | |
| Percentage of total costs of program/project which will be financed with Federal money-100% and percentage and dollar amount of the total costs of the project/program that will be financed by nongovernmental sources – 0%, \$0.00 | | | |
| RESEARCH OR DEVELOPMENT: No | | | |

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| Federal Award Identification Numbers (FAINS) | | | |
|--|--|------------------------------------|--|
| FAIN | DESCRIPTION / NAME | FEDERAL AWARD YEAR | FEDERAL AWARDDING AGENCY |
| 23A55AT000009 TBD | WIOA Youth/ <u>Adult</u> /Dislocated Workers Formula Combined | PY 2023/FY 2024 PY 2024/FY 2025 | U.S. Dept. of Labor |
| 23-A-55-AY-000003 TBD | WIOA Youth/ <u>Adult</u> /Dislocated Workers Formula Combined | PY 2023/FY 2024 PY 2024/FY 2025 | U.S. Dept. of Labor |
| 23A55AW0000012 TBD | WIOA Youth/ <u>Adult</u> /Dislocated Workers Formula Combined | PY 2023/FY 2024 PY 2024/FY 2025 | U.S. Dept. of Labor |
| 23A55WP000018 TBD | Employment Services – Wagner Peysner | PY 2023 PY 2024 | U.S. Dept. of Labor |
| TBD | Employment Services – Military Spouse | PY2024 | U.S. Dept. of Labor |
| 24555DV000065 | Jobs for Veterans – DVOP | FY 2024 | U.S. Dept. of Labor / Vets. Empl. & Training |
| 24555DV000065 | Jobs for Veterans – LVER Program | FY 2024 | U.S. Dept. of Labor / Vets. Empl. & Training |
| 245FL412Q7503 TBD | Supplemental Nutrition Assistance Program | PY 2024 PY 2025 | U.S. Dept. of Agriculture |
| G2401-FLTANF TBD | Temporary Assistance for Needy Families (Welfare Transition Program) | FY2024 FY2025 | U.S. Dept. of Health and Human Services |
| 23-A-60-UR-0000-36 TBD | UI-RESEA 23 UI-RESEA 24 | FY 2023 FY 2024 | U.S. Dept. of Labor |
| 24555DV000065 | Jobs for Veterans-Consolidated LVER/DVOP | FY 2024 | U.S. Dept. of Labor / Vets. Empl. & Training |
| *Fain numbers subject to change | | | |

| FUNDING | WIOA Adult | WIOA Youth | WIOA DW | WT | SNAP | RESEA | WP | DVOP | LVER | Consolidated LVER/DVOP | TOTAL |
|-------------|------------|------------|---------|--------|-------|--------|--------|-------|-------|------------------------|---------|
| Direct Svcs | 57,440 | 38,250 | 47,450 | 25,290 | 4,175 | 46,142 | 22,693 | 6,425 | 6,425 | 6,425 | 260,715 |
| AMT +/- | -8,669 | +14,585 | +5,402 | +1,071 | 0 | -5,265 | -2,189 | 0 | 0 | 0 | |
| TOTAL | 48,771 | 52,835 | 52,852 | 26,361 | 4,175 | 40,877 | 20,504 | 6,425 | 6,425 | 6,425 | 265,650 |

MODIFICATIONS: (DO NOT COMPLETE FOR INITIAL GRANT AGREEMENT OBLIGATIONS)

1. The purpose of this modification is to:

(a) This modification increases, decreases does not change the funds previously obligated by \$260,715 to a new obligation of \$265,650

(b) This modification changes the agreement period from _____ through _____ to _____ through _____.

2. Effective date of this modification is: February 11, 2025

3. This modification does not affect any provision of the original **GRANT AGREEMENT** and prior modification(s), except insofar as any provision or requirements is expressly changed, deleted or otherwise altered by this modification. All provisions or requirements of the original **GRANT AGREEMENT** and prior modification(s), except as expressly changed, deleted, or otherwise altered herein, are expressly incorporated by reference into and make a part of this modification as fully as if set forth herein.

IN WITNESS WHEREFORE, the parties have executed this GRANT AGREEMENT/ MODIFICATION and in signing, thereby validating this GRANT AGREEMENT/MODIFICATION, the parties also certify that each possesses legal authority to contractually bind their respective organizations in their capacity as a signatory official.

APPROVED FOR THE BOARD

By Kimberly L. Bodine
(Signature)

Name: Kimberly L. Bodine
Title: Executive Director
Date: 2-11-25

Witness: Jessica Strickland
Date: 2-11-2025

APPROVED FOR SERVICE PROVIDER

By Glen McDonald
(Signature)

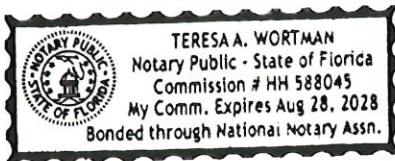
Name: Glen McDonald
Title: President
Date: 3-12-25

SERVICE PROVIDER'S NOTARIZED SIGNATURE AND STATEMENT OF AUTHORITY TO SIGN THIS DOCUMENT

STATE OF FLORIDA
COUNTY OF BAY

I hereby certify that on this date before me, a Notary Public duly authorized in the state and county named above to take acknowledgments, personally appeared Glen McDonald to me known as the person described as President of Gulf Coast State College who executed the foregoing instrument before me, and he acknowledged before me that he executed it in the name of and for that Service Provider, and that he has statutory authority or has legally been duly delegated the authority to bind this Service Provider.

WITNESS my hand and official seal in the County and State named above this 12 day of March, 2025.



Notary Public Teresa A. Wortman

My commission expires: 08/28/2028

Teresa A. Wortman

**CareerSource Gulf Coast Job Center
Budget (July 1, 2024 - June 30, 2025)**

| | PY 24/25 Budget | WIOA Adult | WIOA Youth | WIOA Disl.Wkr | Welfare Trans. | SNAP | RESEA | Wagner- Peyser | Cons. D/L | DVOP | LVER |
|---------------------------------------|--------------------|---------------|---------------|------------------|-------------------|--------------|---------------|-------------------|--------------|--------------|--------------|
| Mgr. Dekouche | 48,689 | 9,251 | 3,895 | 3,408 | 1,388 | 462 | 1,947 | 14,607 | 4,577 | 4,577 | 4,577 |
| Intake/Orientation Hunt | 38,973 | 6,770 | 8,964 | 9,353 | 11,692 | 1,949 | 245 | - | - | - | - |
| RESEA/CM Balilo | 41,884 | 4,189 | 5,026 | 5,445 | 2,094 | - | 25,130 | - | - | - | - |
| Sp. Proj. Spec. Woodard | 42,468 | 11,466 | 15,713 | 15,289 | - | - | - | - | - | - | - |
| Includes potential pay raises (4%) | | | | | | | | | | | |
| TOTAL SALARIES: | 172,014 | 31,676 | 33,598 | 33,495 | 15,174 | 2,411 | 27,322 | 14,607 | 4,577 | 4,577 | 4,577 |
| FICA (6.2%) | 10,665 | 1,964 | 2,083 | 2,077 | 941 | 149 | 1,694 | 905 | 284 | 284 | 284 |
| Medicare (1.45 %) | 2,494 | 460 | 487 | 486 | 220 | 35 | 396 | 212 | 66 | 66 | 66 |
| Retirement (13.63%) | 23,446 | 4,318 | 4,579 | 4,565 | 2,068 | 329 | 3,724 | 1,991 | 624 | 624 | 624 |
| Health Ins | 48,238 | 8,737 | 10,356 | 10,500 | 7,105 | 1,114 | 6,397 | 2,076 | 651 | 651 | 651 |
| Life Insurance | 555 | 103 | 95 | 93 | 41 | 7 | 73 | 74 | 23 | 23 | 23 |
| TOTAL FRINGES: | 85,398 | 15,582 | 17,600 | 17,721 | 10,375 | 1,634 | 12,284 | 5,258 | 1,648 | 1,648 | 1,648 |
| TOTAL SALARIES /FRINGES | 257,412 | 47,258 | 51,198 | 51,216 | 25,549 | 4,045 | 39,606 | 19,865 | 6,225 | 6,225 | 6,225 |
| OPERATIONAL: | | | | | | | | | | | |
| Travel | 500 | 92 | 98 | 97 | 44 | 8 | 80 | 42 | 13 | 13 | 13 |
| SUBTOTAL | 257,912 | 47,350 | 51,296 | 51,313 | 25,593 | 4,053 | 39,686 | 19,907 | 6,238 | 6,238 | 6,238 |
| Indirect Program Costs | 7,738 | 1,421 | 1,539 | 1,539 | 768 | 122 | 1,191 | 597 | 187 | 187 | 187 |
| Total Budget | 265,650 | 48,771 | 52,835 | 52,852 | 26,361 | 4,175 | 40,877 | 20,504 | 6,425 | 6,425 | 6,425 |

BUDGET NARRATIVE

Justification of each proposed expense and method of computation

The budget reflects projected needs for the program year. Employee costs will be allocated to the programs they support.

Salary: Actual salaries of **\$172,014** are for the following positions: Workforce Services Manager, Special Projects Specialist, Intake/Orientation Assistant, and Senior Employment Specialist. Fringes include FICA and Medicare match, retirement, and insurance. FICA and Medicare match is 7.65% of taxable salaries **\$13,159**. Retirement is 13.63% of salaries **\$23,446**. Health Insurance is **\$48,238**. Life insurance is **\$555**. Total fringes are **\$85,398**.

Actual Salaries

| Title / Employee Name / Percentage of Contract | Yearly Salary |
|--|---------------|
| Workforce Services Manager / Dekouche | \$48,689 |
| Special Projects Specialist/ Woodard | \$42,468 |
| Intake / Orientation / Hunt | \$38,973 |
| RESEA Sr. Employment Specialist / Balilo | \$41,884 |
| Total | \$172,014 |

Health Insurance Cost per Employee

| Employee Name | Yearly Cost |
|---------------|-------------|
| Dekouche | \$6,922 |
| Woodard | \$9,976 |
| Hunt | \$21,364 |
| Balilo | \$9,976 |
| Total | \$48,238 |

Travel: Travel costs to deliver services include local travel between the CSGC Job Center and college locations or employer sites as well as out-of-district travel for staff to attend workforce-related conferences and workshops. Total travel is **\$500**.

Indirect Program Costs: Reimbursement for costs incurred by the college in support of the contract, not reflected in stand-in costs, is projected at **\$7,738**. Indirect costs are calculated at **3%** of the total contract and will be paid monthly during the contract period.

Projected cost of office supplies is **\$5,000**. The CareerSource Gulf Coast Board holds the funds for office supplies.

COST ALLOCATION PLAN

Costs will be direct charged where appropriate. Costs that cannot be direct charged will be pooled in the WIOA/WT Universal Service Cost Pool (USCP) and the Coordination and Operational Cost Pool (COCP) at the direction of the CareerSource Gulf Coast Board. The USCP contains all costs related to the wages, fringe benefits, and overhead costs associated with the non-FLCOMM front line, resource room and job developer positions. Costs will be distributed based on the total prior month-to-date expenditures of service providers in the region. The CareerSource Gulf Coast Board staff compiles monthly service provider program expenditures for the region, and the CareerSource Gulf Coast Job Center uses the percentages charged to WIOA and WT grants to allocate costs accumulated in the USCP. The CareerSource Gulf Coast Board staff will maintain month-to-date expenditure spreadsheets to support percentage distributions to grants. The COCP contains all costs related to CareerSource Gulf Coast Job Center overhead costs and the wages and fringe benefits for the Workforce Services Manager. Monthly costs in the COCP pool will be allocated based on the percentage of partner program staff charges to grants and will be supported by personnel activity reports.

Per the CareerSource Gulf Coast Board, a function or activity that benefits two or more programs may be set up as a single cost objective. Costs allocable to that cost objective are allowable to any of the programs that benefit from the activities or costs. Therefore, the CareerSource Gulf Coast Job Center will make business decisions regarding what combination of funds made available under these programs will be applied to cost objectives.