

II. FISCAL IMPACT ANALYSIS

A. Five Year Summary of Fiscal Impact:

Fiscal Years	2004	2005	2006	2007	2008
Capital Expenditures	_____	_____	_____	_____	_____
Operating Costs	_____	_____	_____	83,663	250,991
Operating Revenue	_____	_____	_____	_____	_____
External Revenues	_____	_____	_____	(83,663)	(250,991)
Program Income (County)	_____	_____	_____	_____	_____
In-Kind Match (County)	_____	_____	_____	_____	_____
NET FISCAL IMPACT	0	_____	_____	0	0
# ADDITIONAL FTE POSITIONS (Cumulative)	_____	_____	_____	_____	_____

Is Item Included In Current Budget? Yes No

Budget Account No.: Fund 1004 Dept 142 Unit 1427 Object Various
Program Code Various

B. Recommended Sources of Funds/Summary of Fiscal Impact:

Florida Department of Education grant - Adult Migrant Program & Services \$334,654

Departmental Fiscal Review: _____

III. REVIEW COMMENTS

A. OFMB Fiscal and/or Contract Administration Comments:

<p>_____</p> <p>OFMB Administration</p> <p>5/18/07 5/17/07 5/18/07 5/16/07</p>	<p>Date</p>	<p>_____</p> <p>Contract</p> <p>5/22/07 5/21/07</p>
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B. Legal Sufficiency:

<p>_____</p> <p>Assistant County Attorney</p>	<p>Date</p>
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C. Other Department Review:

Department Director

FLORIDA DEPARTMENT OF EDUCATION
Project Application

TAPS Number 08B012

Please return to: Florida Department of Education Bureau of Grants Management Room 325B Turlington Building 325 West Gaines Street Tallahassee, Florida 32399-0400 Telephone: (850) 245-0498 Suncom: 205-0498	Program Name: <p align="center">Farmworker Jobs and Education Program (Continuation) Discretionary Fiscal Year 2007-2008</p>	DOE USE ONLY Date Received						
B) Name and Address of Eligible Applicant: Palm Beach County Board of County Commissioners Community Services, Farmworker Program 810 Datura Street, West Palm Beach, FL 33401		Project Number (DOE Assigned)						
C) Total Funds Requested: <p align="center">\$ 334,654</p> <hr/> DOE USE ONLY Total Approved Project:	D) Applicant Contact Information <table border="1"> <tr> <td data-bbox="597 876 1057 989"> Contact Name: Minerva Acosta </td> <td data-bbox="1057 876 1523 989"> Mailing Address: 810 Datura Street West Palm Beach, FL 33401 </td> </tr> <tr> <td data-bbox="597 989 1057 1075"> Telephone Number: (561) 355-4793 </td> <td data-bbox="1057 989 1523 1075"> SunCom Number: </td> </tr> <tr> <td data-bbox="597 1075 1057 1158"> Fax Number: (561) 355-9900 </td> <td data-bbox="1057 1075 1523 1158"> E-mail Address: macosta@pbcgov.com </td> </tr> </table>		Contact Name: Minerva Acosta	Mailing Address: 810 Datura Street West Palm Beach, FL 33401	Telephone Number: (561) 355-4793	SunCom Number:	Fax Number: (561) 355-9900	E-mail Address: macosta@pbcgov.com
Contact Name: Minerva Acosta	Mailing Address: 810 Datura Street West Palm Beach, FL 33401							
Telephone Number: (561) 355-4793	SunCom Number:							
Fax Number: (561) 355-9900	E-mail Address: macosta@pbcgov.com							
<p align="center">CERTIFICATION</p> <p>I, <u>Addie L. Greene</u>, do hereby certify that all facts, figures, and representations made in this application are true, correct, and consistent with the statement of general assurances and specific programmatic assurances for this project. Furthermore, all applicable statutes, regulations, and procedures; administrative and programmatic requirements; and procedures for fiscal control and maintenance of records will be implemented to ensure proper accountability for the expenditure of funds on this project. All records necessary to substantiate these requirements will be available for review by appropriate state and federal staff. I further certify that all expenditures will be obligated on or after the effective date and prior to the termination date of the project. Disbursements will be reported only as appropriate to this project, and will not be used for matching funds on this or any special project, where prohibited.</p> <p>Further, I understand that it is the responsibility of the agency head to obtain from its governing body the authorization for the submission of this application.</p> <p>E) _____ Signature of Agency Head</p>								

TAPS Number 08B012

B) _____
 Project Number: (DOE USE ONLY)

FLORIDA DEPARTMENT OF EDUCATION
Budget Narrative Form

(1) FUNCTION	(2) OBJECT	(3) ACCOUNT TITLE AND NARRATIVE	(4) FTE POSITION	(5) AMOUNT
	1201	Program Coordinator	1	43,801
	1201	Farmworker Counselor Salary	1	35,488
	1201	Farmworker Counselor Salary	1	35,488
	1201	Receptionist II Salary	1	27,204
	2101	Secretary Salary	1	30,191
	2101	Program Coordinator Benefits-FICA, Health Insurance, and Retirement		17,204
	2101	Farmworker Counselor Benefits-FICA, Health Insurance, and Retirement		15,666
	2101	Farmworker Counselor Benefits-FICA, Health Insurance, and Retirement		15,666
	2101	Receptionist II Benefits-FICA, Health Insurance, and Retirement		14,133
	3103	Secretary Benefits-FICA, Health Insurance, and Retirement		14,686
	3128	Medical Health Care Services-Physical exams and medical assistance for clients		100
	3401	Investigative Services-Background Checks for Child Care Workers		200
	3438	Other Contractual Services (On-The-Job Training) to Reimburse Private Sector Employers		8,000
	4001	Related Emergency Assistance		1,673
	4007	Out-of-County Travel – For Coordinator's Meeting and Staff Development		4,000
	4007	In-County Travel Mileage-for outreach, recruitment counseling, job development, and follow-up		4,000
	4101	Communications Services-Telephones-Program Service in two Offices		550
	4205	Postage-Mailing Reports Grantors, Communications to Participants		100
				\$



TAPS Number
08B012

B) _____

Project Number: (DOE USE ONLY)

FLORIDA DEPARTMENT OF EDUCATION
Budget Narrative Form

(1) FUNCTION	(2) OBJECT	(3) ACCOUNT TITLE AND NARRATIVE	(4) FTE POSITION	(5) AMOUNT
	4301	Utilities-Water and electric for service site for Glades area		3,500
	4406	Rent -Office Equipment		1,300
	4410	Rent-To maintain a service site for Glades area		7,000
	4502	Casualty Self-Insurance for clients, by Risk Management Department		300
	4610	Maintenance Buildings-Emergency service for Satellite Office		50
	4620	Repair of equipment-Emergency repair of Office Machines		50
	4703	Graphics Charges-Printing of the cards, Brochures, Business cards		300
	4931	Allowances-Paid to participants in classroom training		28,000
	4941	Registration Fees (Staff)-For staff attendance to conferences and workshops Allowances-Paid to participants in classroom training		1,200
	5101	Office Supplies-Supplies and Consumables (staff) - Material to run two Offices		1,728
	5111	Office Furniture and Equipment- For Office furniture and equipment		1,800
	5220	Office supplies-Supplies and Consumables (Water)		72
	5401	Subscription to News Lines - For Publications related to training and employment, and AFOP newsletter		300
	5402	Tuition fees (clients) - Tuition for students in Vocational Schools and Adult Education		18,904
	5402	Textbooks and Workbooks - Books for courses		1,700
	5402	Testing Fees - GED State Nursing Tests		300
				\$ 334,654



**Attachment B
Eligible Applicant(s)**

Agency	Amount Recommended	Enrollments	Placements
Agriculture & Labor Program Inc.-Volusia	\$126,887.00	56	20
Agriculture & Labor Program Inc. - Emergency Assistance	\$75,000.00	600	0
Centro Campesino	\$157,500.00	70	25
Collier County School District	\$276,285.00	123	44
Hillsborough County School District	\$348,486.00	155	56
Indian River Community College	\$394,129.00	175	63
Manatee County School District	\$233,107.00	104	37
Miami-Dade County, Dept of Human Services	\$322,856.00	143	52
Orange County School District	\$289,840.00	129	46
Palm Beach County Board of Commissioners	\$334,654.00	149	54
Pasco County School District	\$121,256.00	54	19
Polk County School District	\$247,004.00	110	40
Putnam County School District	\$55,234.00	25	9
Seminole Community College	\$127,877.00	57	20
South Florida Community College	\$146,250.00	65	23
Workforce Council of Southwest Florida Inc	\$115,626.00	51	19
Total	\$3,371,991.00	2066	527

Narrative Progress Report

This year the Palm Beach County Farmworker Jobs and Education Program has not been on target on the total participants enrolled and entered employment. This program has been through some staff changing problems. From July 01, 2006 to September 22, 2006, we had two counselor vacancies.

The program was operating with only one counselor on board from September 23, 2006 to October 22, 2007, with one counselor vacancy. We were operating with two counselors until October 23, 2007, and then we hired the third counselor to be fully staffed. On March 02, 2007, one of the counselors was terminated, leaving the program short staffed with again one counselor vacancy.

The County human resources department is in charge of our program hiring process. The hiring process is a long process which takes a couple of weeks to fill a vacancy. It also takes some time for the new staff to be trained by the program coordinator and the Tampa staff.

The areas of low performance have been on total participants enrolled at 56.05 percent and total adult participants that entered employment at 29.03 percent. The staff continues to focus on recruitment, enrollment and placement in an effort to comply with the performance rate by June 30, 2007.

The Palm Beach County Farmworker Jobs & Education Program has been on target for complete training service at 122.22 percent, attained credential at 88.89 percent, and Literacy / Numeracy Gain at 62.96 percent. It is expected to comply by 100 percent by the end of June.

The corrective action plan is to continue the recruitment effort by visiting schools, GED, ESOL programs, Vocational schools, attend job fairs, community outreach fairs, and continue distributing flyers and program brochures through out the community and our partner agencies. To continue working in collaboration with Workforce Alliance and Palm Beach Community College, Acceller8 Program, to identify jobs opportunities in the area.

General Education Provisions Act (GEPA)

The Palm Beach County Farmworkers Jobs and Education Program comply with the General Education Provisions Act (GEPA). It has made provisions to provide equitable access to participation in the program by establishing a "Notice to All Applicants" of the provisions in the General Education Provisions Act (GEPA). The project will ensure equitable access or participation in the Farmworkers Program to its participants regardless of gender, race, national origin, color, disability, or age.

Support for Reading Initiative

The Farmworker Jobs and Education project (WIA 167) plan to support the State of Florida's Reading Initiative to increase the reading skills of the project participants and their dependents. Referrals to The Literacy Coalition will continue to be made along with using the local School Board classes. Classes are usually offered during daytime and at night. Some Non-profit organizations offer literacy classes to adults like the Guatemalan-Maya Center and Glades Education Center. Farmworkers in Florida and specifically in Palm Beach County have English reading levels below the ninth grade. An integral part of the project is to provide basic employability skills such as reading and understanding the English language. Increased reading levels of participants are reported to the Farmworkers Jobs and Education Program and Services Section for monitoring and reporting purposes.