

PALM BEACH COUNTY  
BOARD OF COUNTY COMMISSIONERS

AGENDA ITEM SUMMARY

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Meeting Date: January 23, 2018      [X] Consent           [ ] Regular
                                      [ ] Ordinance        [ ] Public Hearing
Department
Submitted By: Community Services
Submitted For: Farmworker Career Development Program
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I. EXECUTIVE BRIEF

**Motion and Title: Staff recommends motion to:**

**A) receive and file** Project Award Notification No. 760-4058B-8CFJ1 from the Florida Department of Education, for the budget period July 1, 2017, through June 30, 2018, in an amount not to exceed \$245,336;

**B) delegate** Signature authority to the County Administrator, or designee, to sign additional exhibits, and any other necessary documents related to the Florida Department of Education grant requirements for Project Award No. 760-4058B-8CFJ1; and

**C) approve** Downward Budget Amendment of \$631 in the Farmworker Career Development Program fund to reconcile the budget to the actual grant award.

**Summary:** The Project Award Notification No. 760-4058B-8CFJ1 was received from the Florida Department of Education for a grant award of \$245,336 in the National Farmworker Jobs Program (WIA), Title I Section 167. The Florida Department of Education Project Application was approved on April 4, 2017 (R2017-0393). The funds will be utilized to pay education/vocational fees for participants enrolled in the program. **No County funds are required.** This receive and file item is being submitted in accordance with Countywide PPM No. CW-O-051 to allow the Clerk and Comptroller's Office to note and receive this item. (Farmworker Career Development Program) Countywide (HH)

**Background and Justification:** Funds are used to provide services to the farmworker population of Palm Beach County. The program is currently funded under the Workforce Investment Act, Title I, Section 167 through the State of Florida, Department of Education.

- Attachments:**
1. Project Award Notification No. 760-4058B-8CFJ1
  2. Budget Amendment

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Recommended By: James E. Green                               12-19-17
                  Department Director                            Date

Approved By:    Nancy L. Belin                               12/28/17
                  Assistant County Administrator                 Date

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**II. FISCAL IMPACT ANALYSIS**

**A. Five Year Summary of Fiscal Impact:**


Fiscal Years	2018	2019	2020	2021	2022
Capital Expenditures					
Operating Costs	245,336				
External Revenue	(245,336)				
Program Income					
In-Kind Match (County)					
<b>NET FISCAL IMPACT</b>	<b>-0-</b>	<b>-0-</b>			

# ADDITIONAL FTE POSITIONS (Cumulative)					
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Is Item Included in Current Budget? Yes X No      
 Does this item include the use of federal funds? Yes X No    

Budget Account No.:  
 Fund 1004 Dept 142 Unit 1427 Object Var. Program Code Var. Program Period GY17

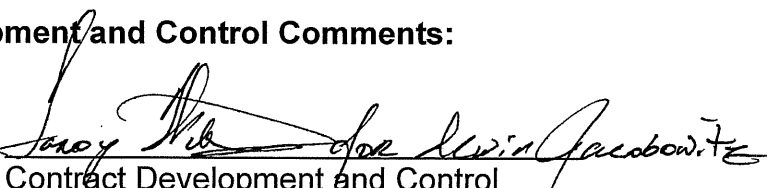
**B. Recommended Sources of Funds/Summary of Fiscal Impact:**  
 Florida Department of Education grant - Adult Migrant Program & Services \$245,336. No County funds are required.

**C. Departmental Fiscal Review:**   
 Julie Dowe, Director, Financial & Support Svcs.

**III. REVIEW COMMENTS**

**A. OFMB Fiscal and/or Contract Development and Control Comments:**

  
 OFMB      
 8/12/21 12/22

  
 Contract Development and Control  
 12/27/17 

**B. Legal Sufficiency:**

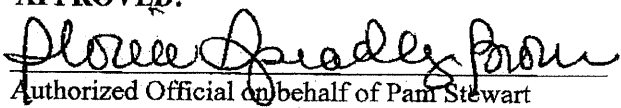


  
 Assistant County Attorney

**C. Other Department Review:**

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 Department Director

**This summary is not to be used as a basis for payment.**

**Florida Department of Education  
Project Award Notification**

<b>1 PROJECT RECIPIENT</b> Palm Beach County Board of County Commissioners	<b>2 PROJECT NUMBER</b> 760-4058B-8CFJ1	
<b>3 PROJECT/PROGRAM TITLE</b> Migrant and Seasonal Farmworkers (MSFW) Florida Farmworker Career Development Program (FCDP)  <p align="right"><b>TAPS 18B001</b></p>	<b>4 AUTHORITY</b> <b>17.264 National Farmworker Jobs Program (USDOL)</b> <b>USDE or Appropriate Agency</b>  FAIN#: AC303421760A12	
<b>5 AMENDMENT INFORMATION</b> Amendment Number: Type of Amendment: Effective Date:	<b>6 PROJECT PERIODS</b>  Budget Period: 07/01/2017 - 06/30/2018 Program Period: 07/01/2017 - 06/30/2018	
<b>7 AUTHORIZED FUNDING</b> Current Approved Budget:           \$245,336.00 Amendment Amount: Estimated Roll Forward: Certified Roll Amount: Total Project Amount:                 \$245,336.00	<b>8 REIMBURSEMENT OPTION</b> Federal Cash Advance	
<b>9 TIMELINES</b> <ul style="list-style-type: none"> <li>• Last date for incurring expenditures and issuing purchase orders: <span style="float: right;"><u>06/30/2018</u></span></li> <li>• Date that all obligations are to be liquidated and final disbursement reports submitted: <span style="float: right;"><u>08/20/2018</u></span></li> <li>• Last date for receipt of proposed budget and program amendments: <span style="float: right;"><u>05/30/2018</u></span></li> <li>• Refund date of unexpended funds; mail to DOE Comptroller, 325 W. Gaines Street, 944 Turlington Building, Tallahassee, Florida 32399-0400;</li> <li>• Date(s) for program reports:</li> <li>• Federal Award Date : <span style="float: right;"><u>07/01/2017</u></span></li> </ul>		
<b>10 DOE CONTACTS</b> <b>Program:</b> James Haugli <b>Phone:</b> (813) 224-1920 <b>Email:</b> <a href="mailto:James.Haugli@fldoe.org">James.Haugli@fldoe.org</a> <b>Grants Management:</b> Unit B (850) 245-0496	<b>Comptroller Office</b> <b>Phone:</b> (850) 245-0401  <b>Duns#:</b> 078470481 <b>FEIN#:</b> F596000785027	
<b>11 TERMS AND SPECIAL CONDITIONS</b> <ul style="list-style-type: none"> <li>• This project and any amendments are subject to the procedures outlined in the <u>Project Application and Amendment Procedures for Federal and State Programs</u> (Green Book) and the General Assurances for Participation in Federal and State Programs and the terms and requirements of the Request for Proposal or Request for Application, RFP/RFA, hereby incorporated by reference.</li> <li>• For federal cash advance projects, expenditures must be recorded in the Florida Grants System (FLAGS) as close as is administratively feasible to when actual disbursements are made for this project. Cash transaction requests must be limited to amounts needed and be timed with the actual, immediate cash requirements to carry out the purpose of the approved project.</li> <li>• All provisions not in conflict with any amendment(s) are still in full force and effect and are to be performed at the level specified in the project award notification.</li> <li>• Other:</li> </ul>		
<b>12 APPROVED:</b> <div style="display: flex; justify-content: space-between; align-items: center;"> <div style="text-align: center;">             Authorized Official on behalf of Pam Stewart            Commissioner of Education         </div> <div style="text-align: center;">             Date of Signing         </div> <div style="text-align: right;">   <small>FLORIDA DEPARTMENT OF EDUCATION fldoe.org</small> </div> </div>		

BOARD OF COUNTY COMMISSIONERS  
 PALM BEACH COUNTY, FLORIDA  
BUDGET AMENDMENT


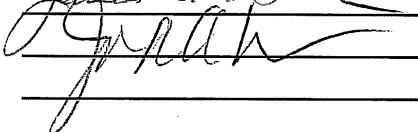
BGEX - 148 - 1204170000000000461  
 BGRV - 148 - 1204170000000000104

FUND (1004) - Farmworker Carrer Development Program

Use this form to provide budget for items not anticipated in the budget.

ACCT.NUMBER	ACCOUNT NAME	ORIGINAL BUDGET	CURRENT BUDGET	INCREASE	DECREASE	ADJUSTED BUDGET	EXPENDED/ ENCUMBERED AS OF 12/04/2017	REMAINING BALANCE
<b>REVENUE</b>								
142 1427 3168	Fed Grnt Indirect-Human Servcs	246,104	246,104	0	631	245,473		
	<b>Total Revenue</b>	<b>285,255</b>	<b>285,255</b>	<b>0</b>	<b>631</b>	<b>284,624</b>		
<b>EXPENDITURE</b>								
142 1427 5411	*Educationa/Vocational Fees	30,740	30,740	0	631	30,109	1,000	29,109
	<b>Total Expenditures</b>	<b>285,255</b>	<b>285,255</b>	<b>0</b>	<b>631</b>	<b>284,624</b>		

COMMUNITY SERVICES  
 INITIATING DEPARTMENT/DIVISION Channell Wilkins  
 Administration/Budget Department Approval  
 OFMB Department - Posted

Signatures	Date
	12-19-17
	12/22/17

By Board of County Commissioners  
 At Meeting on January 23, 2018

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 Deputy Clerk to the  
 Board of County Commissioners