

<b>Date of Notice:</b>	<b>7/11/2023</b>
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**Notice of Grant Award/Fund Availability  
General Information**

<b>Subrecipient Name:</b>	See Attachment	
<b>Universal Entity Identification Number: (UEI #)</b>	See Attachment	
<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 Dislocated Worker	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>	SFY23-24 WIOA Rural Initiatives
<b>FLAIR Contract #:</b>	See Attachment
<b>NFA ID #:</b>	See Attachment
<b>FLAIR Grant #:</b>	WRS22
<b>Award Period Begin Date:</b>	July 1, 2023
<b>Award Period End Date:</b>	June 30, 2024
<b>Close Out Due by:</b>	August 31, 2024

**Award and Fund Availability**

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

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

**General Conditions:** FloridaCommerce 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 FloridaCommerce 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 FloridaCommerce and the Board, or if optionally elected by the Board, the de minimis rate or cost allocation method.

**Special Grant Conditions:** The purpose of this award is to provide rural regions with additional funding to improve services to economically distressed rural communities, with an emphasis on expanding access to job seeker services and collaboration with the state and/or technical colleges, including a focus on serving participants in priority initiatives, i.e. Veterans and military spouses, low-income returning adult learners, and at-risk Floridians (which includes recipients of public assistance, individuals recovering from substance use disorders, and returning citizens).

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 FloridaCommerce). 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:**

- ITA Federal - Youth

**Program/Participant Reporting Requirements:** See attached for participant reporting instructions.

***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@commerce.fl.gov](mailto:carolyn.bishop@commerce.fl.gov). Program policy questions should be addressed to Isabelle Potts at 850-921-3148 or via e-mail at [isabelle.potts@commerce.fl.gov](mailto:isabelle.potts@commerce.fl.gov). Subrecipient Enterprise Resource Application (SERA) questions should be sent to the SERA Help Desk via email at [serahelpdesk@commerce.fl.gov](mailto:serahelpdesk@commerce.fl.gov).



## ***ATTACHMENT***

### ***PARTICIPANT REPORTING INSTRUCTIONS***

**Project Name:** SFY23-24 WIOA Rural Initiatives

**Project Operator:** LWDBs 2, 3, 4, 5, 6, 7, 8, 9, 10, 11, 19, and 24

**Date Range Funds May be used:** July 1, 2023 – June 30, 2024

**Local Workforce Development Board Affected:** LWDBs 2, 3, 4, 5, 6, 7, 8, 9, 10, 11, 19, and 24

**Funding Source:** WIOA Statewide Funds

**Number to be served:** TBD

**Target Populations:** WIOA-Eligible participants (Youth, Adults, and Dislocated Workers)

#### **Application Eligibility:**

1. On the **Eligibility and Grants** page, scroll to **WIOA Grant Eligibility** Section
2. Scroll to the appropriate subsection - **Statewide Youth Eligibility *or* Statewide Adult Eligibility *or* Statewide Dislocated Worker Eligibility** - and select “Yes.”
3. Scroll down to the **Grants** Section and click **View Available Grants**.
4. Select **Statewide Youth Eligibility *or* Statewide Adult Eligibility *or* Statewide Dislocated Worker Eligibility** from the list by clicking **Add** on the far right of the grant title.
5. Scroll to the bottom of the page and select **Finish**.

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

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

1. **Project Code: 840** - SFY23-24 WIOA Rural Initiatives - Youth  
**Customer Program Group:** Statewide Youth  
**Grant:** LWDBs 2, 3, 4, 5, 6, 7, 8, 9, 10, 11, 19, and 24 - Youth
2. **Project Code: 841** - SFY23-24 WIOA Rural Initiatives - Adult  
**Customer Program Group:** Statewide Adult  
**Grant:** LWDBs 2, 3, 4, 5, 6, 7, 8, 9, 10, 11, 19, and 24 - Adult
3. **Project Code: 842** - SFY23-24 WIOA Rural Initiatives - DW  
**Customer Program Group:** Statewide Dislocated Worker  
**Grant:** LWDBs 2, 3, 4, 5, 6, 7, 8, 9, 10, 11, 19, and 24 – Dislocated Worker

**Applicable activities:** WIOA service codes should be entered based on the services provided to the targeted WIOA Youth, Adult or Dislocated Worker groups.

**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 15th day after a service or activity is provided to a participant. Failure to timely enter day no later than the 15th after a service or activity is provided to a participant will result in lockdown issues.

## SFY23-24 WIOA Rural Initiatives

Local Workforce Development Boards	UEI #	FLAIR Contract ID	NFA ID	AWARD			RELEASE		
				Current Award	This Action	Revised Award	Current Release	This Action	Revised Release
LWDB02 - Okaloosa-Walton Jobs and Education Partnership, Inc. (DBA CareerSource Okaloosa Walton)	CRQKHBVMD835	RWB02	042743		\$62,500	\$62,500		\$62,500	\$62,500
LWDB03 - Chipola Regional Workforce Development Board, Inc. (DBA CareerSource Chipola)	GJ8ML6XGYGR6	RWB03	042744		\$312,500	\$312,500		\$312,500	\$312,500
LWDB04 - Gulf Coast Workforce Development Board, Inc. (DBA CareerSource Gulf Coast)	C5BFCHKTGVF5	RWB04	042745		\$125,000	\$125,000		\$125,000	\$125,000
LWDB05 - Big Bend Jobs and Education Council, Inc. (DBA CareerSource Capital Region)	JXBJD7SZSLU7	RWB05	042746		\$125,000	\$125,000		\$125,000	\$125,000
LWDB06 - North Florida Workforce Development Board, Inc. (DBA CareerSource North Florida)	RLLFJXR4NR43	RWB06	042747		\$375,000	\$375,000		\$375,000	\$375,000
LWDB07 - Florida Crown Workforce Board, Inc. (DBA CareerSource Florida Crown)	SXAJBQHD73L4	RWB07	042748		\$250,000	\$250,000		\$250,000	\$250,000
LWDB08 - First Coast Workforce Development, Inc. (DBA CareerSource Northeast Florida)	N69QHEEPJS84	RWB08	042749		\$187,500	\$187,500		\$187,500	\$187,500
LWDB09 - North Central Florida Workforce Development Board	HDF7SP48NSA7	RWB09	042750		\$62,500	\$62,500		\$62,500	\$62,500
LWDB10 - Citrus Levy Marion Regional Workforce Development Board, Inc. (DBA CareerSource Citrus Levy Marion)	F317N2U1V8B4	RWB10	042751		\$62,500	\$62,500		\$62,500	\$62,500
LWDB11 - Workforce Development Board of Flagler and Volusia Counties, Inc. (DBA CareerSource Flagler Volusia)	JVBAUAV8MZE6	RWB11	042752		\$62,500	\$62,500		\$62,500	\$62,500
LWDB19 - Heartland Workforce Investment Board, Inc. (DBA CareerSource Heartland)	M14KJLY12JN4	RWB19	042753		\$250,000	\$250,000		\$250,000	\$250,000
LWDB24 - Southwest Florida Workforce Development Board, Inc. (DBA CareerSource Southwest Florida)	HSFYCWE457X4	RWB24	042754		\$125,000	\$125,000		\$125,000	\$125,000
				\$0	\$2,000,000	\$2,000,000	\$0	\$2,000,000	\$2,000,000