



**FLORIDA DEPARTMENT OF EDUCATION
Pathways to Career Opportunities Grant (PCOG)
Request for Application (RFA Discretionary)**

Bureau / Office

Division of Career and Adult Education

TAPS Number

25B019

Program Name

Pathways to Career Opportunities Grant (PCOG) Program

Specific Funding Authority(ies)

2024-25 General Appropriations Act, Appropriation Item 121, Aid to Local Governments – Grants and Aids – PCOG from General Revenue Fund.

1. The recurring funds from the General Revenue Fund in Specific Appropriation 121 are provided for the PCOG Program. The Florida Department of Education (FDOE) shall administer the grant, identify projects, solicit proposals, and make funding recommendations to the Commissioner of Education, who is authorized to approve grant awards. Grantees include high schools, career centers, charter technical career centers, Florida College System institutions and other entities authorized to sponsor an apprenticeship or preapprenticeship program, as defined in section [446.021, Florida Statutes \(F.S.\)](#).
 - a. The funds may be used to establish new and operate or expand existing apprenticeship and preapprenticeship programs.
 - b. Applicants must provide projected enrollment and projected costs for the new, operating or expanded apprenticeship program.
 - c. The department shall give priority to apprenticeship programs with demonstrated regional demand.
 - d. Grant funds may be used for funding the cost of providing related technical instruction, instructional equipment, supplies, personnel, student services, and other expenses associated with the creation, operation or expansion of an apprenticeship or preapprenticeship program.
 - e. Grant funds may not be used for administrative or indirect costs.
 - f. Grant recipients must submit quarterly reports in a format prescribed by the department.
2. [Rule 6A-20.046](#) PCOG Program.

Funding Purpose / Priorities

The funds may be used to establish new and operate or expand existing apprenticeship and preapprenticeship programs.

- A **new program** is defined as:
A training plan for the program that meets the requirements for registration under Rules [6A-23, F.A.C.](#) or [6A-23.010, F.A.C.](#)
- A **program expansion** is defined as:
A program with an existing certificate of registration awarded under [6A-23.004, F.A.C.](#) or [6A-23.010, F.A.C.](#), with the intention of utilizing this funding opportunity to expand the capacity of, or add an occupation to, an existing program.
- An **operating Program** is defined as:
A program that is registered with the Florida SAA, is not and has no partnership with a Local Education Agency (LEA) as defined in [1004.02 F.S.](#) for the provision of related technical instruction, has an existing certificate of registration awarded under [6A-23.004, F.A.C.](#) or [6A-23.010, F.A.C.](#), and has the intention of utilizing this funding opportunity to operate an existing program.

Total Funding Amount

\$14,600,000

Type of Award

Discretionary Non-Competitive

Budget / Program Performance Period

July 1, 2024 – June 30, 2025

Target Population(s)

- Apprentices or preapprentices registered in an FDOE approved apprenticeship or preapprenticeship program.
- Potential apprentices or preapprentices that will be registered in an FDOE approved apprenticeship or preapprenticeship program.

Applicants are highly encouraged to recruit apprentices from Workforce Innovation and Opportunity Act (WIOA) eligible population groups such as those individuals with a barrier to employment as defined in [WIOA Section 3\(24\)\(A-N\)](#).

Eligible Applicant(s)

- High Schools
- Career Centers
- Charter Technical Career Centers
- Florida College System institutions
- State University System institutions
- Other Entities Authorized to sponsor an apprenticeship or preapprenticeship program, as defined in [446.021, F.S.](#)

Application Due Date

Applications are due on or before September 18, 2024 by 5PM EDT.

The due date refers to the date of receipt in the Office of Grants Management.

For State programs, the project effective date will be no earlier than the effective date of the legislative appropriation, usually July 1 of the fiscal year. The ending date can be no later than June 30, of the fiscal year unless otherwise specified in Florida Statutes or proviso.

Matching Requirement

NONE. However, applicants are strongly encouraged to collaborate with the Local Workforce Development Board in their area for employer engagement, apprentice/preapprentice recruitment, and to seek braided funding opportunities.

Contact Persons

Program Contact

Julie Nichols
Educational Consultant
850-245-9460
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Grants Management Contact

Jasolin Wiggins
Grant Manager
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Assurances

The Florida Department of Education (FDOE) has developed and implemented a document entitled **General Terms, Assurances and Conditions for Participation in Federal and State Programs** to comply with:

2 C.F.R. 200, Uniform Grant Guidance (UGG) requiring agencies to submit a common assurance for participation in federal programs funded by the United States Education Department (USED); Applicable regulations of other Federal agencies; and State regulations and laws pertaining to the expenditure of state funds

In order to receive funding, **applicants must have on file with the Florida Department of Education, Office of the Comptroller, a signed statement by the agency head certifying applicant adherence to these General Assurances for Participation in State and Federal Programs.** The complete text may be found in Section D of the Green Book.

School Districts, Community Colleges, Universities, and State Agencies

The certification of adherence, currently on file with the FDOE Comptroller's Office, shall remain in effect indefinitely. The certification does not need to be resubmitted with this application, unless a change occurs in federal or state law, or there are other changes in circumstances affecting a term, assurance or condition.

Private Colleges, Community-Based Organizations and Other Agencies

In order to complete requirements for funding, applicants of this type must certify adherence to the General Assurances for Participation in State and Federal Programs by submitting the certification of adherence page, signed by the agency head with each application.

Note: The UGG combines and codifies the requirements of eight Office of Management and Budget (OMB) Circulars: A-89, A-102 (former 34 CFR part 80), A-110 (former 34 CFR part 74), A-21, A-87, A-122, A-133, A-50. For the FDOE this means that the requirements in EDGAR Parts 74 and 80 have also been subsumed under the UGG. The final rule implementing the UGG was published in the Federal Register on December 19, 2014, and became effective for new and continuation awards issued on or after December 26, 2014.

Technical assistance documents and other materials related to the UGG, including frequently asked questions and webinar recordings, are available at The Chief Financial Officers Council web site: <https://cfo.gov/cofar>.

Risk Analysis

Every agency must complete a Risk Analysis form. The appropriate DOE 610 or DOE 620 form will be required prior to a project award being issued. The Risk Analysis must be submitted with the application. If an agency is submitting applications for multiple programs, only one Risk Analysis is required.

School Districts, State Colleges, and State Universities, and State Agencies must use the DOE 610 form. Once submitted and approved, the risk analysis will remain in effect unless changes are required by changes in federal or state law, changes in the circumstances affecting the financial and administrative capabilities of the agency or requested by the Department. A change in the agency head or the agency's head of financial management requires

an amendment to the form. The DOE 610 form may be found at <http://www.fldoe.org/core/fileparse.php/5625/urlt/doi610.xls>

Governmental and Non-Governmental Entities must use the DOE 620 form. The DOE 620 form is required to be submitted each state fiscal year (July 1-June 30) prior to a Project Award being issued for that agency. An amendment is required if significant changes in circumstances in the management and operation of the agency occurs during the state fiscal year after the form has been submitted. The appropriate Risk Analysis form may be found at <https://www.fldoe.org/core/fileparse.php/5625/urlt/doi620.xlsx>

Grants Management Training

Non-public entities are required to take the Grants Fiscal Management Training and Assessment annually. The agency head and/or the agency's financial manager (CFO) must complete this training within 60 days of the date of execution (Block 12) on the DOE 200, Project Award Notification. Training and assessment can be found using the following link:

<https://portal.fldoesso.org/PORTAL/Sign-On/SSO-Home.aspx>

Non-participation in the training program may result in termination of payment(s) until training is completed.

Funding Method

Reimbursement with Performance

Payment is rendered upon submission of documented allowable disbursements, plus documentation of completion of specified performance objectives.

Advance Payment

Upon receipt of the Project Award Notification, up to 25% of the total award may be advanced for the first payment period. To receive subsequent payments, at least 90% of amount advanced must be reported on the DOE 399 and supported by appropriate documents, including copies of invoices, timesheets, receipts, etc.

Quarterly Advance to Public Entity

For quarterly advances of non-federal funding to state agencies and local educational agencies (LEAs) made in accordance within the authority of the General Appropriations Act. Disbursements must be documented and reported to DOE at the end of the project period. The recipient must have detailed documentation supporting all requests for advances and disbursements that are reported on the final DOE financial report.

Fiscal Records Requirements and Documentation

Applicants must complete a Budget Narrative form, DOE101S. Budget pages must be completed to provide sufficient information to enable FDOE reviewers to understand the nature and reason for the line item cost.

All accounts, records, and other supporting documentation pertaining to costs incurred shall be maintained by the recipient for five years. Supporting documentation for expenditures is required for all funding methods. Examples of such documentation include but are not limited to: invoices with check numbers verifying payment, and/or bank statements; time and effort logs for staff, salary/benefits schedules for staff. All must be available upon request.

Funded programs and any amendments are subject to the procedures outlined in the FDOE Project Application and Amendment Procedures for Federal and State Programs (Green Book) and the General Assurances for Participation in Federal and State Programs, which may be found at:

<http://www.fldoe.org/finance/contracts-grants-procurement/grants-management/project-application-amendment-procedur.stml>.

Budgeted items must correlate with the narrative portion of the project application that describes the specific activities, tasks and deliverables to be implemented.

All project recipients must submit a completed DOE 399 form, Final Project Disbursement Report by the dates specified on the DOE 200 form, Project Award Notification.

Financial Consequences

The grant manager shall periodically review the progress made on the activities and deliverables listed. If the sub-recipient fails to meet and comply with the activities/deliverables established in the grant or to make appropriate progress on the activities and/or towards the deliverables and they are not resolved within two weeks of notification, the grant manager may approve a reduced payment or request the sub-recipient redo the work or terminate the grant. The grant manager must assess one or more of these consequences based on the severity of the failure to perform and the impact of such failure on the ability of the sub-recipient to meet the timely and desired results. These financial consequences shall not be considered penalties.

Allowable Expenses:

Program funds must be used solely for activities that directly support the accomplishment of the program purpose, priorities and expected outcomes during the program period. All expenditures must be consistent with the approved application, as well as applicable state and federal laws, regulations and guidance.

Examples of allowable expenditures:

- Instructional materials
- Instructional equipment
- Instructional personnel
- Curriculum development
- Supplies and consumables
- Industry certification examinations
- Recruitment and orientation activities
- Basic literacy/skills assessments
- Personnel associated with student services

Please contact the Grant Manager for questions regarding allowable expenses by email at PCOG@fldoe.org.

Unallowable Expenses:

Unless otherwise specifically authorized herein, sub-recipient shall not convey anything of value, including but not limited to gifts, loans, rewards, favors or services, directly to any agent, employee or representative of the Department, and shall promptly notify the Department in the event that an agent, employee or representative of the Department attempts to solicit the same.

Below is a list of items or services that are generally not allowed or authorized as expenditures. This is not a comprehensive list of unallowable items. Subrecipients are expected to consult the FDOE program office with questions regarding allowable costs.

- Pre-award costs
- Administrative Costs
- Tuition/User Fees of Any Kind
- Office Supplies
- Entertainment (e.g., a field trip without the approved academic support will be considered entertainment)
- Meals, refreshments or snacks
- End-of-year celebrations, parties or socials
- Game systems and game cartridges (e.g., Wii, Nintendo, PlayStation)
- Out-of-state travel without FDOE pre-approval
- Overnight field trips (e.g. retreats, lock-ins)
- Incentives (e.g., plaques, trophies, stickers, t-shirts, give-a-ways)
- Gift cards

- Decorations
- Promotional or marketing items (e.g., flags, banners, give-a-way items)
- Purchase of facilities or vehicles (e.g., buildings, buses, vans, cars)
- Land acquisition
- Furniture
- Kitchen appliances (e.g., refrigerators, microwaves, stoves, tabletop burners)
- Capital improvements and permanent renovations (e.g., playgrounds, buildings, fences, wiring)
- Dues to organizations, federations or societies for personal benefit
- Clothing or uniforms (non-instructional)
- Costs not allowable for federal programs per the U.S. Education Department General Administration Regulations (EDGAR), which may be found at <https://www2.ed.gov/policy/fund/reg/edgarReg/edgar.html> and the Reference Guide for State Expenditures, which may be found at https://myfloridacfo.com/docs-sf/accounting-and-auditing-libraries/state-agencies/referenceguideforstateexpenditures.pdf?sfvrsn=fc1c5555_2

Braided Funding Opportunities

By collaborating with the Local Workforce Development Board (LWDB), additional funds can be leveraged to support other instructional costs, other supportive services, and a portion of the apprentice’s wages. Please access the link below to view the Florida Department Economic Opportunity’s Work-Based Training Policy 100, which explains the use of customized training, on-the- job training, and incumbent worker training, to support registered apprenticeship: <https://floridajobs.org>.

Equipment Purchases

Any equipment purchased under this program must follow the Uniform Grants Guidance found at http://www.ecfr.gov/cgi-bin/text-idx?tpl=/ecfrbrowse/Title02/2cfr200_main_02.tpl or the Reference Guide for State Expenditures, https://myfloridacfo.com/docs-sf/accounting-and-auditing-libraries/state-agencies/referenceguideforstateexpenditures.pdf?sfvrsn=fc1c5555_2

Any equipment purchases not listed on the original budget approved by the FDOE require an amendment submission and approval prior to purchase by the agency awarded the funding.

Recipients are expected to use the equipment solely for the purposes outlined in their approved grant proposal. In the event a program encounters situations where the equipment is no longer needed, the following guidelines apply:

- A. Programs Not Registering-** If a program awarded a grant under this RFA does not register for participation within the designated grant period, the awarded equipment will be subject to the following:
 - **Return of Equipment:** The program must return the equipment to its original working condition, ordinary wear and tear excepted.
 - **Timeframe for Return:** The equipment must be returned within 60 days of the grant period’s closing date.
 - **Costs Associated with Return:** The program is responsible for all costs associated with storing, packaging, and transporting the equipment for return.
- B. Program Cancellation or Closure -** In the event a program awarded a grant under this RFA cancels its program or ceases operations, the following procedures apply to the equipment:
 - **Return the equipment:** Following the same procedures outlined in Section A (Programs Not Registering) for return of equipment.
 - **Request Disposition Instructions:** Contact Quality Assurance and Compliance for alternative disposition instructions. This may include options like transferring to another eligible program procedure.

Programs are responsible for wiping any sensitive data from the equipment before returning it. Refer to 2 CFR 200.313 and the FDOE Green Book for detailed federal regulations regarding equipment disposition.

Further guidance and instruction on property records, inventory and disposition requirements for property are outlined in the Green Book at:

<http://www.fldoe.org/finance/contracts-grants-procurement/grants-management/project-application-amendment-procedur.stml>.

For any questions or clarifications regarding equipment disposition, please contact the Quality Assurance and Compliance office at QualityAssuranceCompliance@fldoe.org.

Amendment Procedures

All funded programs and any amendments are subject to the procedures outlined in the *Amendment Procedures for Federal and State Programs (Green Book)* and the *General Assurances for Participation in Federal and State Programs*, which may be found at <http://www.fldoe.org/finance/contracts-grants-procurement/grants-management/project-application-amendment-procedur.stml>.

Project amendments may be proposed by the recipient or by the DOE Program Manager. Program and budget amendments to approved project applications for all programs shall be prepared by project recipients on the Project Amendment Request Form (DOE-150) and the Budget Amendment Narrative Form (DOE-151) available on the Division of Career and Adult Education Grants Website at <https://www.fldoe.org/finance/contracts-grants-procurement/grants-management/department-of-edu-grants-forms.stml>.

A project recipient may not begin to expend or obligate funds under a project amendment until the latter of the following two dates: (1) the date the Department receives the amendment in substantially approvable form or (2) the date approved by the Department Program Manager.

Budgeted items must correlate with the narrative portion of the project application that describes the specific activities, tasks and deliverables to be implemented.

Administrative Costs including Indirect Costs

Chapter 1010.06 F.S. Indirect cost limitation - State funds appropriated by the Legislature to the Division of Public Schools within the Department of Education may not be used to pay indirect costs to a university, state university, school district, or any other entity.

Chapter 1011.802 F.S. Florida Pathways to Career Opportunities Grant Program - Grant funds may be used to fund the cost of providing related technical instruction, for instructional equipment, supplies, instructional personnel, student services, and other expenses associated with the creation, expansion, or operation of an apprenticeship program. **Grant funds may not be used for administrative or indirect costs.** Grant recipients must submit quarterly reports in a format prescribed by the department.

State of Florida, Executive Order 11-116

The employment of unauthorized aliens by any contractor is considered a violation of section 274A(e) of the Immigration and Nationality Act. If the contractor knowingly employs unauthorized aliens, such violation shall be cause for unilateral cancellation of the contract. In addition, pursuant to Executive Order 11-116, for all contracts providing goods or services to the state in excess of nominal value; (a) the Contractor will utilize the E-verify system established by the U.S.

Department of Homeland Security to verify the employment eligibility of all new employees hired by the contractor during the Contract term, (b) require that Contractors include in such subcontracts the requirement that subcontractors performing work or providing services pursuant to the state contract utilize the E-Verify system to verify the employment eligibility of all new employees hired by the subcontractor during the contract term. Executive Order 11-116 may be viewed at:

<http://www.flgov.com/wp-content/uploads/orders/2011/11-116-suspend.pdf>.

State of Florida, Executive Order 20-44

In accordance with Executive Order 20-44, each grantee meeting the following criteria: 1) all entities named in statute with which the agency must form a sole source, public private agreement and 2) all entities that, through contract or other agreement with the State, annually receive 50% or more of their budget from the State or from a combination of State and Federal funds shall provide to the department an annual report in the format required by the department. This report shall detail the total compensation for the entities' executive leadership teams. Total compensation shall include salary, bonuses, cashed in leave, cash equivalents, severance pay, retirement benefits, deferred compensation, real-property gifts, and any other payout. In addition, the grantee shall submit with the annual report the most recent Return of Organization Exempt from Income Tax, Form 990, if applicable, or shall indicate that the grantee is not required to file such Form 990. This report shall be submitted by March 1 of each year. Executive Order 20-44 may be obtained via this link: https://www.flgov.com/wp-content/uploads/orders/2020/EO_20-44.pdf

For Federal Programs - General Education Provisions Act (GEPA)-Not Applicable

The agency head's certification of the DOE 100A serves as an attestation of compliance with the General Education Provisions Act (GEPA) requirements, incorporated herein by reference, to ensure equitable access to and participation of students, teachers, and other program beneficiaries with special needs. GEPA requirements may be accessed at: <https://www.govinfo.gov/content/pkg/USCODE-2020-title20/html/USCODE-2020-title20-chap31-subchapII-part2-sec1228a.htm>.

For Federal Programs - Equitable Services for Private School Participation – Not Applicable

In accordance with P.L. 107-110, Title IX, Part E Uniform Provisions, Subpart 1, Section 9501, the applicant must provide a detailed plan of action for providing consultation for equitable services to private school children and teachers with the local education agency(ies) service area. For details, refer to: <https://www2.ed.gov/policy/elsec/leg/essa/essaguidance160477.pdf>.

Apprenticeship Data Reporting Guidance

In accordance with [1011.80 F.S](#) (9), institutions that serve as the Local Education Agency (LEA) and provide related training and instruction (RTI) for registered apprenticeship or preapprenticeship programs shall report students by discipline category and should use appropriate data reporting guidance when reporting apprentices to the state via the Community College & Technical Center Management Information System ([CCTCMIS](#)), the Workforce Development Information System ([WDIS](#)) or the PK-12 Education Information Services ([EIS](#)). For state reporting questions, please contact the Division of Career and Adult Education, [Office of Research & Evaluation](#).

Per 6A-23.003(6) Eligibility and Procedure for Apprenticeship Program Registration, the program sponsor must notify the Department within forty-five (45) calendar days of persons who have successfully completed apprenticeship programs, transfers, cancellations of apprenticeship agreements, and a statement of the reasons by the program sponsor.

Compliance Monitoring

The state will evaluate the effectiveness of project activities based on established and approved performance goals. Department staff monitors recipients compliance with program and fiscal requirements according to the applicable federal and state laws and regulations specified by 2 CFR 200 of the uniform guidance, the *Florida Department of Financial Services Reference Guide for State Expenditures* (available at <https://www.myfloridacfo.com/docs-sf/accounting-and-auditing-libraries/state-agencies/reference-guide-for-state-expenditures.pdf>), and guidelines published in the Florida Department of Education's [Green Book](#).

Narrative Section

Scope of Work/Narrative

Prior to the Request for Application (RFA) submission, applicants must have submitted a Concept Proposal form, which was reviewed and approved by the Division of Career and Adult Education. Only projects selected from the Concept Proposal staff are included in the RFA. Upon approval of the project for inclusion in the RFA, applicants must complete and submit the required information in each of the following tabs in the Excel Workbook to ShareFile. An incomplete application may be disqualified; the application consists of:

- PCOG Instructions
- Key Terms and Provisions
- General Information
- Fiscal Information
- PCOG New Program
- PCOG Expansion Program
- PCOG Operating Program
- Program Deliverables
- Enrollment Table
- Anticipated Completers Table
- Budget Instructions
- Budget Examples
- DOE-101S Proposed Budget Narrative Form
- Projected Equipment Purchase Form
- Letters of support or Attestation (if applicable)

Letters of attestation or support

A letter of attestation or support is required with the application submission if any of the following apply.

- **Preapprenticeship Program:** A letter of support from the registered apprenticeship sponsoring program will be required with the application.
- **Expansion Program:** Applications for an expansion grant on behalf of an employer or sponsor will require a letter of attestation from the employer or sponsor with the project concept to indicate they will expand capacity or add an occupation(s).
- **New programs:** Applications for new program funds by an entity that does not intend to serve as the actual program sponsor requires a signed letter of attestation from the intended program sponsor supporting the application. Applicants for new program funds, who intend to serve as the program sponsor, must obtain a signed letter of attestation from at least one intended participating employer who will employ and train apprentices.
- **A Project Concept that includes shared budgetary resources:** A letter of attestation from the registered program(s) who will be sharing budgetary resources with the fiscal agent is required with the application.

Return on Investment (State funded projects only)

The recipient is required to provide quarterly return on investment program activities reports to the Department. Return on investment reports should describe programmatic results that are consistent with the expected outcomes, tasks, objectives and deliverables detailed in the executed grant agreement. Beginning at the end of the first full quarter following execution of the grant agreement, the recipient shall provide these quarterly reports to the Department within 30 days after the end of each quarter and thereafter until notified that no further reports are necessary. This report shall document the positive return on investment to the state resulting from the funds provided under the agreement. These reports will be summarized and submitted to the Office of Policy and Budget and are requested so Legislative staff can review the project results throughout the year and develop a basis for budget review in the event subsequent funding is requested for future years.

Reports should summarize the results achieved by the project for the preceding quarter and be cumulative for succeeding quarters. Although there may be some similarity between activity reports and deliverables submitted to the Department as specified in the grant agreement for payment purposes, please note, that this return on investment report is separate and apart from those requirements.

All reports shall be submitted to the designated project manager for the Department. All questions should be directed to the project manager.

Support for Strategic Plan

Describe how the project will incorporate one or more of the Goals included in the State Board of Education's K-20 Strategic Plan, outlined at: <http://www.fldoe.org/policy/state-board-of-edu/strategic-plan.stml>.

Conditions for Acceptance

The requirements listed below should be met for applications to be considered for review:

- 1) Application is received in the Office of Grants Management within the timeframe specified by the RFA
- 2) Application includes required forms: DOE 100A Project Application Form and DOE 101S Budget Narrative Form
- 3) All required forms must have the assigned TAPS Number included on the form
- 4) All required forms have signatures by an authorized entity. The department will accept electronic signatures from the agency head in accordance with section 668.50(2)(h), Florida Statutes.
 - **NOTE: Applications signed by officials other than the appropriate agency head identified above must have a letter signed by the agency head, or documentation citing action of the governing body delegating authority to the person to sign on behalf of said official. Attach the letter or documentation to the DOE 100A when the application is submitted.**
 - An "electronic signature" means an electronic sound, symbol, or process attached to or logically associated with a record and executed or adopted by the person with the intent to sign the record.
 - The department will accept as an electronic signature a scanned or PDF copy of a hardcopy signature.
 - The department will also accept a typed signature, if the document is uploaded by the individual signing the document.
- 5) Application must be submitted electronically to the Office of Grants Management via ShareFile.

Attachments

- Allocation Chart
- Project Performance Accountability Form Instructions
- Project Performance Accountability Form
- DOE-100A, Project Application Form
- Application Review Criteria and Checklist

**Pathways to Career Opportunities Grant (PCOG)
Allocations
FY 2024-2025**

The **Allocation Chart** is subject to change based on the final award amount. All agencies will be notified regarding their final allocation prior to the issuance of their 2024–2025, DOE 200, Award Notification.

| 24-25 PCOG Allocation Chart (General Release) | | | | | |
|---|--------------------|---------------------|-----------------|--|--------------------------|
| Agency Name | Agency Type | Program Type | Category | Occupation(s) | Award Amount (\$) |
| ABC Institute, Inc | Other | Apprenticeship | Operating | Electrician, Heating and Air Conditioning Mechanic and Installer, Pipefitter-Sprinkler Fitter, Plumber, Line Erector, Roofer, Pipefitter | \$850,000 |
| AdventHealth Central Florida | Other | Apprenticeship | New | Registered Nurse | \$480,000 |
| American Surgical Instrument Repair | Other | Apprenticeship | New | Surgical Instrument Repair Specialist | \$203,917 |
| AMIkids Workforce Development Services, Inc | Other | Apprenticeship | New | Marine technician | \$190,127 |
| Bond Community Health Center | Other | Apprenticeship | New | Medical Assistant, Dental Assistant, Pharmacy Technician | \$480,000 |
| Boys Electrical Contractors, LLC | Other | Apprenticeship | Expansion | Electrician | \$214,461 |
| Community Health Centers of Pinellas dba Evara Health | Other | Apprenticeship | Expansion | Medical Assistant, Behavioral Health Technician, Dental Assistant | \$544,865 |
| EmployHealth LLC | Other | Apprenticeship | Operating | Surgical Technologist | \$90,000 |
| EyeSouth Partners | Other | Apprenticeship | New | Ophthalmic Medical Technician | \$38,600 |
| Flagler County School District | School District | Apprenticeship | Expansion | Child Care Development Specialist | \$123,994 |
| Flagler County School District | School District | Preapprenticeship | Expansion | Electrician, HVAC | \$40,355 |
| Flagler County School District | School District | Apprenticeship | Expansion | Child Care Development Specialist | \$15,000 |
| Florida Council for Community | Other | Apprenticeship | Operating | Behavioral Health Technician, Peer Specialist, Additions | \$140,434 |

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|--|-------|-------------------|-----------|---|-----------|
| Mental Health, Inc dba Florida Behavioral Health Association (FBHA) | | | | Counselor | |
| Florida East Coast Electrical JATC | Other | Apprenticeship | Expansion | Electrician | \$135,000 |
| Florida Finishing Trades Institute Apprenticeship & Training Committee | Other | Apprenticeship | Operating | Painter-Decorator, Glazier | \$46,646 |
| Florida Gulf Coast Chapter - Associated Builders and Contractors | Other | Apprenticeship | Expansion | Electrical, sprinkler fitter, hvac, plumbing, sheet metal, craft labor, carpenter, pipefitter. | \$337,920 |
| Florida Training Services, Inc. | Other | Preapprenticeship | Expansion | Plumber, Heating & A/C Installer Servicer, Carpenter, Electrician | \$454,817 |
| Florida Training Services, Inc. | Other | Apprenticeship | Expansion | Electrician | \$145,975 |
| FloridaMakes, Inc. | Other | Apprenticeship | Expansion | Industrial Manufacturing Technician, Production Technologist, Quality Control Technician, Production Maintenance Technician (new). | \$425,914 |
| Greater Miami Service Corps | Other | Preapprenticeship | Operating | Construction Laborer, Painter, Construction and Maintenance, Carpenters, Carpenter Helpers | \$90,000 |
| Guardian Angels Medical Service Dogs, Inc. | Other | Apprenticeship | Operating | Medical Service Dog Trainer | \$21,000 |
| Gulf Coast Electrical Joint Apprenticeship and Training Committee (JATC) | Other | Preapprenticeship | New | Electrician | \$139,187 |
| Halifax Hospital Medical Center | Other | Apprenticeship | Expansion | Registered Nurse, Medical Record and Health Information Technician, Help Desk Technician, Various Imaging Apprenticeships (MRI, CT) | \$59,068 |
| iBuild Central Florida | Other | Preapprenticeship | Expansion | Carpentry, Electrician | \$195,034 |

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|--|-----------------|-------------------|-----------|--|-----------|
| iBuild Central Florida | Other | Preapprenticeship | Operating | Carpenter | \$70,000 |
| Independent Electrical Contractors, Florida West Coast Chapter | Other | Apprenticeship | Expansion | Electrician | \$210,948 |
| Jacksonville Electrical Joint Apprenticeship and Training Committee, dba Electrical Training Alliance of Jacksonville (ETAJ) | Other | Apprenticeship | Operating | Electrician | \$763,367 |
| Jacksonville Plumbers and Pipefitters Joint Apprenticeship and Training Trust | Other | Apprenticeship | Operating | Plumbers, Pipefitters/Welders, HVAC. | \$850,000 |
| Lake County School District | School District | Preapprenticeship | Expansion | Maintenance Repairer, HVAC, Electrician | \$192,000 |
| Manufacturing Pathways LLC | Other | Preapprenticeship | Expansion | Industrial Manufacturing Technician | \$170,167 |
| MarineMax, Inc. | Other | Apprenticeship | Operating | Marine Service Technician | \$60,000 |
| Miami-Dade College | FCS | Apprenticeship | Expansion | Automotive Service Technician, Automotive Technician Specialist, Personal Banking Representative, Building Automation Technician, Central Sterilization Technician, Cooks, Dental Assistant, Help Desk Technician, Operations Management/General Manager, Project Manager, Restaurant Manager, Teacher Assistant, Transportation and Logistics Specialist. | \$119,715 |
| Miami-Dade College | FCS | Preapprenticeship | Expansion | HVAC, Plumbing, Electrical. | \$96,000 |
| Miami-Dade County School District | School District | Apprenticeship | Expansion | Automotive Service Mechanic, Diesel Off-Road Maintenance Technician, Diesel System Technician. | \$834,664 |
| Miami-Dade County School District | School District | Preapprenticeship | Expansion | Restaurant Cooks, Data Scientist | \$318,007 |

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|--|-----------------|-------------------|-----------|---|-----------|
| Miami-Dade County School District | School District | Preapprenticeship | Expansion | Automotive service assistor | \$217,905 |
| Miller Electric Company | Other | Apprenticeship | Expansion | Project Management | \$850,000 |
| CareerSource North Florida | Other | Apprenticeship | Operating | Career Development Technician | \$18,000 |
| Northeast Florida Builders Association | Other | Apprenticeship | Operating | Carpenter, Electrician, HVAC Technician, Plumber. | \$273,600 |
| Northwest Florida State College | FCS | Apprenticeship | Expansion | Carpenter | \$181,200 |
| Orange County School District | School District | Apprenticeship | Expansion | Child Care Development Specialist | \$111,491 |
| Palm Beach State College | FCS | Apprenticeship | New | Low Voltage Technician | \$212,106 |
| Pasco County School District | School District | Preapprenticeship | New | Electricians | \$137,366 |
| Santa Rosa County School District | School District | Apprenticeship | Expansion | Heating & Air Conditioning Installer/Service, Electrician, Diesel Mechanic | \$115,922 |
| Indian River County School District | School District | Preapprenticeship | New | Licensed Practical Nurse, Licensed Vocational Nurse | \$74,417 |
| Skill Builders Solutions Inc | Other | Preapprenticeship | Expansion | Construction Craft Laborer, Solar Energy Technician | \$288,000 |
| South Florida Operating Engineers Joint Apprentice and Training Trust (JATT) | Other | Apprenticeship | Operating | Operating Engineer | \$239,552 |
| SpaceTEC Partners Inc. | Other | Apprenticeship | Expansion | Mechatronics Technician, Advanced Machining Technician, Fiber Composites Technician, Additive Manufacturing Technician, Cyber Security Technician | \$210,055 |
| Saint Lucie County School District | School District | Preapprenticeship | Expansion | Cooks, Nursing Assistants, Healthcare Support Workers. | \$535,081 |
| State College of Florida, Manatee-Sarasota | FCS | Apprenticeship | Expansion | Heavy and Tractor Trailer Truck Drivers | \$561,020 |
| Sumter County School District | School District | Preapprenticeship | Expansion | Heating, Air Conditioning and Refrigeration, Electricians, Carpentry/Maintenance and | \$127,340 |

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|--|-----------------|-------------------|-----------|---|---------------------|
| | | | | Repair Workers, Landscaping and Groundskeeping Workers, First-Line Supervisors of Landscaping, Lawn Service, and Groundskeeping Workers, Soil and Plant Scientist | |
| Sunset Air & Home Service Inc. | Other | Apprenticeship | New | HVAC | \$192,392 |
| Suwannee County School District | School District | Preapprenticeship | New | Licensed Electrician, Safety Manager, Security Technician, Estimator, Engineer, Project Manager, Video System Installer, Business Owner, Inspector, Superintendent, Power-Line Installers, Elevator and Escalator Installers, HVAC Mechanics and Installers, Power Plant Operators, Solar Photovoltaic Installers | \$34,485 |
| Tampa Area Electrical Joint Apprenticeship and Training Committee (Tampa JATC) | Other | Apprenticeship | Expansion | Electrician | \$293,628 |
| University of Central Florida | SUS | Apprenticeship | Expansion | Solar Energy Technician | \$254,317 |
| Indian River County School District | School District | Preapprenticeship | New | Licensed Practical Nurse, Licensed Vocational Nurse | \$124,777 |
| Volusia County School District | School District | Preapprenticeship | New | Welders, Cutters, Solderers, Brazers | \$400,164 |
| Total Awarded: | | | | | \$14,600,000 |

Project Performance Accountability Information, Instructions, and Form

NOTE: Programs who are awarded in the operating program category will follow the predetermined deliverables attached to this RFA (DOE 900D). Programs who are awarded in the new or expanding program category will use the blank deliverables chart located in the application workbook and the instructions below to fill in their own deliverables in the application.

NOTE: The following pages are included in the RFA (DOE 900D) template and are to be completed by the applicant.

The Florida Department of Education has a standardized process for preparing applications for discretionary funds. This section of the RFA, Project Performance Accountability, is to assure proper accountability and compliance with applicable state and federal requirements.

The Department's project managers will:

- track each project's performance based on the information provided and the stated criteria for successful performance
- verify the receipt of required deliverables prior to payment

The Scope of Work/ Project Narrative must include the specific tasks that the grantee is required to perform.

Deliverables must:

- be directly linked to a specific line item/cost item that in turn links to the specific task/activity/service
- identify the minimum level of service to be performed
- be quantifiable, measureable, and verifiable. (*how many, how often, duration*). Effectiveness (*a method demonstrating the success such as a scale goals to be attained is necessary*). Evidence or proof that the activity took place (*Examples of deliverables: documents, manuals, training materials and other tangible product to be developed by the project, training & technical assistance and the method of provision, number of clients or individuals served, the method of providing the service and frequency*). Criteria for acceptance may vary based on the services being provided. Specific criteria will need to be developed by the program office, communicated to the provider, articulated in the deliverable form and will become part of the project award.

The applicant must complete the information related to the required tasks to be performed and timelines/due dates for the respective tasks/deliverables consistent with the provided instructions. Per Chapter 215.971 F.S. financial consequences will be applied if the subrecipient fails to perform the minimum level of services required by the agreement. Unit cost is not necessary for each item but can be used to establish a methodology for reduction in the event minimum performance is not met.

Project Performance Accountability Form

Definitions

- **Scope of Work-** The major tasks that the grantee is required to perform
- **Tasks-** The specific activities performed to complete the Scope of Work
- **Deliverables-** The products and/or services that directly relate to a task specified in the Scope of Work. Deliverables must be quantifiable, measurable, and verifiable
- **Evidence-** The tangible proof
- **Due Date-** Date for completion of tasks
- **Unit Cost-** Dollar value of deliverables

| Scope of Work Tasks/Activities | Deliverables (product or service) | Evidence (verification) | Due Date (completion) | Unit Cost |
|---|--|---|--|---|
| Operate an existing apprenticeship/preapprenticeship program. | Utilize Pathways to Career Opportunities Grant (PCOG) funds to maintain and operate an apprenticeship/preapprenticeship program in the state of Florida. | Documentation to confirm the number of current enrollees in the program for the reporting quarter, signed apprenticeship agreements and a DOE-399 showing the funds have been expended. | End of the first quarter. October 20,2024 | Up to \$3,000 per apprentice currently enrolled or up to \$1,500 per preapprentice currently enrolled, reimbursed in quarterly increments and subject to the availability of funds. |
| Operate an existing apprenticeship/preapprenticeship program. | Utilize Pathways to Career Opportunities Grant (PCOG) funds to maintain and operate an apprenticeship/preapprenticeship program in the state of Florida. | Documentation to confirm the number of current enrollees in the program for the reporting quarter, signed apprenticeship agreements and a DOE-399 showing the funds have been expended. | End of the second quarter. January 20, 2025 | Up to \$3,000 per apprentice currently enrolled or up to \$1,500 per preapprentice currently enrolled, reimbursed in quarterly increments and subject to the availability of funds. |
| Operate an existing apprenticeship/preapprenticeship program. | Utilize Pathways to Career Opportunities Grant (PCOG) funds to maintain and operate an apprenticeship/preapprenticeship program in the state of Florida. | Documentation to confirm the number of current enrollees in the program for the reporting quarter, signed apprenticeship agreements and a DOE-399 showing the funds have been expended. | End of the third quarter. April 20, 2025 | Up to \$3,000 per apprentice currently enrolled or up to \$1,500 per preapprentice currently enrolled, reimbursed in quarterly increments and subject to the availability of funds. |
| Operate an existing apprenticeship/preapprenticeship program. | Utilize Pathways to Career Opportunities Grant (PCOG) funds to maintain and operate an apprenticeship/preapprenticeship program in the state of Florida. | Documentation to confirm the number of current enrollees in the program for the reporting quarter, signed apprenticeship agreements and a DOE-399 showing the funds have been expended. | End of the fourth quarter. July 20, 2025 | Up to \$3,000 per apprentice currently enrolled or up to \$1,500 per preapprentice currently enrolled, reimbursed in quarterly increments and subject to the availability of funds. |

Florida Department of Education Project Application

| | | |
|---|--|--|
| Please return to: Application must be submitted electronically to the Office of Grants Management via ShareFile. | A) Program Name: 2024 State Appropriation 121 Pathways to Career Opportunities Grant (PCOG) Fiscal Year 2024-2025 TAPS NUMBER: 25B019 | DOE USE ONLY Date Received |
| B) Name and Address of Eligible Applicant: | | Project Number (DOE Assigned) |
| C) Total Funds Requested: <hr style="border: 1px solid black; width: 30%; margin: 10px auto;"/> <i>DOE USE ONLY</i> Total Approved Project: \$ | D) Applicant Contact & Business Information | |
| Contact Name: | | Telephone Numbers: |
| Fiscal Contact Name: | | |
| Mailing Address: | | E-mail Addresses: |
| Physical/Facility Address: | | UEI number: FEIN number: |
| <p>CERTIFICATION</p> <p>I, _____, (<i>Please Type Name</i>) as the official who is authorized to legally bind the agency/organization, do hereby certify to the best of my knowledge and belief that all the information and attachments submitted in this application are true, complete and accurate, for the purposes, and objectives, set forth in the RFA or RFP and are consistent with the statement of general assurances and specific programmatic assurances for this project. I am aware that any false, fictitious or fraudulent information or the omission of any material fact may subject me to criminal, or administrative penalties for the false statement, false claims or otherwise. 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) _____</p> <p style="display: flex; justify-content: space-between;"> Signature of Agency Head Title Date </p> | | |

Instructions for Completion of DOE 100A

- A. If not pre-populated, enter name and TAPS number of the program for which funds are requested.
 - B. Enter name and mailing address of eligible applicant. The applicant is the public or non-public entity receiving funds to carry out the purpose of the project.
 - C. Enter the total amount of funds requested for this project.
 - D. Enter requested information for the applicant's program and fiscal contact person(s). These individuals are the people responsible for responding to all questions, programmatic or budgetary regarding information included in this application. The Unique Entity Identifier (UEI) requirements are explained on page A-2 of the Green Book. The Applicant name must match the name associated with their UEI registration. The Physical/Facility address and Federal Employer Identification Number/Tax Identification Number (FEIN/FEID or TIN) (also known as) Employer Identification Number (EIN) are collected for department reporting.
 - E. **The original signature of the appropriate agency head is required.** The agency head is the school district superintendent, university or community college president, state agency commissioner or secretary, or the chairperson of the Board for other eligible applicants.
- **Note: Applications signed by officials other than the appropriate agency head identified above must have a letter signed by the agency head, or documentation citing action of the governing body delegating authority to the person to sign on behalf of said official. Attach the letter or documentation to the DOE 100A when the application is submitted.**

**2024-25 Pathways to Career Opportunities Grant
2024 State Appropriation 121**

APPLICATION REVIEW CRITERIA AND CHECKLIST

- Include this form in the application package and **only the items requested**.
- Eligible applicants must submit all documents to FDOE via ShareFile to the Office of Grants Management.
- Do not submit additional materials that are not expressly requested for this application.

| Item | Included in Submission | <u>DOE STAFF ONLY</u> | |
|---|------------------------|-----------------------|-------------------|
| | | <u>Complete</u> | <u>Incomplete</u> |
| Information located in the RFA – Word Document(s) Submit the documents below as one “.PDF” file | | | |
| • DOE 100A Project Application with signature | | | |
| • General Terms and Assurances | | | |
| • DOE 610 or 620 Risk Analysis Form | | | |
| • Letter(s) of Support (if applicable) | | | |
| • Application Review Criteria and Checklist (this form) | | | |
| Information located in the RFA – Excel Workbook Submit the documents below as one “.xlsx” file | | | |
| • General Information | | | |
| • Fiscal Information | | | |
| • PCOG New Program, Expansion Program or Operating Program (<i>whichever one applies to this application</i>) | | | |
| • Program Deliverables | | | |
| • Enrollment Table | | | |
| • Anticipated Completers Table | | | |
| • DOE-101S Proposed Budget | | | |
| • Projected Equipment Purchases Form | | | |