

**Florida Department of Education
Project Award Notification**



6.03(3)

1 PROJECT RECIPIENT Taylor County School District	2 PROJECT NUMBER 620-1240C-1C001
3 PROJECT/PROGRAM TITLE Instructional Continuity Plan <div style="text-align: right;">TAPS 21A157</div>	4 AUTHORITY 84.425D CARES ACT USDE or Appropriate Agency FAIN#: S425D200052
5 AMENDMENT INFORMATION Amendment Number: Type of Amendment: Effective Date:	6 PROJECT PERIODS Budget Period: 03/12/2021 - 12/31/2021 Program Period: 03/12/2021 - 12/31/2021
7 AUTHORIZED FUNDING Current Approved Budget: \$28,844.00 Amendment Amount: Estimated Roll Forward: Certified Roll Amount: Total Project Amount: \$28,844.00	8 REIMBURSEMENT OPTION Federal Cash Advance
9 TIMELINES <ul style="list-style-type: none"> Last date for incurring expenditures and issuing purchase orders: <u>12/31/2021</u> Date that all obligations are to be liquidated and final disbursement reports submitted: <u>02/20/2022</u> Last date for receipt of proposed budget and program amendments: <u>11/30/2021</u> Refund date of unexpended funds; mail to DOE Comptroller, 325 W. Gaines Street, 944 Turlington Building, Tallahassee, Florida 32399-0400: Date(s) for program reports: Federal Award Date : <u>05/29/2020</u> 	
10 DOE CONTACTS Program: Michael DiPierro Phone: (850) 245-9773 Email: Michael.DiPierro@fldoe.org Grants Management: Unit A (850) 245-0496	<div style="display: flex; justify-content: space-between;"> <div> Comptroller Office Phone: (850) 245-0401 </div> <div> Duns#: 106027881 FEIN#: F596000878002 </div> </div>
11 TERMS AND SPECIAL CONDITIONS <ul style="list-style-type: none"> 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. 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. 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. Other: 	
<div style="display: flex; justify-content: space-between; align-items: flex-end;"> <div style="width: 45%;"> 12 APPROVED: <div style="text-align: center;"> Authorized Official on behalf of Richard Corcoran Commissioner of Education </div> </div> <div style="width: 45%; text-align: center;"> 3-29-21 Date of Signing </div> </div> <div style="text-align: right; margin-top: 20px;"> APR 06 2021 </div>	

**INSTRUCTIONS
PROJECT AWARD NOTIFICATION**

- 1** Project Recipient: Agency, Institution or Non-Governmental entity to which the project is awarded.
- 2** Project Number: This is the agency number, grant number, and project code that must be used in all communication. (Projects with multiple project numbers will have a separate DOE-200 for each project number).
- 3** Project Description: Title of program and/or project. TAPS #: Departmental tracking number.
- 4** Authority: Federal Grants - Public Law or authority and CFDA number. State Grants - Appropriation Line Item Number and/or applicable statute and state identifier number.
- 5** Amendment Information: Amendment number (consecutively numbered), type (programmatic, budgeting, time extension or others) in accordance with the Project Application and Amendment Procedures for Federal and State Programs (Green Book), and effective date.
- 6** Project Periods: The periods for which the project budget and program are in effect.
- 7** Authorized Funding: Current Approved Project (total dollars available prior to any amendments); Amendment Amount (total amount of increase or decrease in project funding); Estimated Roll Forward (roll forward funds which have been estimated into this project); and Total Project Amount (total dollars awarded for this project).
- 8** Reimbursement Options:
 - Federal Cash Advance –On-Line Reporting required monthly to record expenditures.
 - 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, 90% of previous expenditures must be documented and approved by the Department.
 - Quarterly Advance to Public Entity – For quarterly advances of non-federal funding to state agencies and LEAs made in accordance within the authority of the General Appropriations Act. Expenditures must be documented and reported to DOE at the end of the project period. If audited, the recipient must have expenditure detail documentation supporting the requested advances.
 - Reimbursement with Performance - Payment made upon submission of documented allowable expenditures, plus documentation of completion of specified performance objectives.
- 9** Timelines: Date requirements for financial and program reporting/requests to the Department of Education.
- 10** DOE Contacts: Program contact for program issues, Grants Management Unit for processing issues, and Comptroller's Office number for payment information.
- 11** Terms and Special Conditions: Listed items apply to this project. (Additional space provided on Page 2 of 2 if needed.)
- 12** Approved: Approval signature from the Florida Department of Education and the date signature was affixed.

FLORIDA DEPARTMENT OF EDUCATION PROJECT APPLICATION

Please return to: Florida Department of Education Office of Grants Management Room 332 Turlington Building 325 West Gaines Street Tallahassee, Florida 32399-0400 Telephone: (850) 245-0496	A) Program Name: <h3 style="text-align: center;">Instructional Continuity Plans (ICPs)</h3> TAPS NUMBER: 21A157	DOE USE ONLY Date Received <h2 style="text-align: center;">3.12.21</h2>						
B) Name and Address of Eligible Applicant: Taylor County School District 318 North Clark Street Perry, Florida 32347		Project Number (DOE Assigned) 620-1240C-1C001						
C) Total Funds Requested: \$ 28,844.00 <hr style="width: 50%; margin-left: 0;"/> <div style="text-align: center;"> DOE USE ONLY Total Approved Project: \$ 28,844.00 </div>	D) Applicant Contact & Business Information <table border="1" style="width: 100%; border-collapse: collapse;"> <tr> <td style="width: 60%;"> Contact Name: Sharon Hathcock Fiscal Contact Name: Ashley Valentine </td> <td style="width: 40%;"> Telephone Numbers: 850-838-2500 850-838-2503 </td> </tr> <tr> <td> Mailing Address: 318 North Clark Street Perry, Florida 32347 </td> <td> E-mail Addresses: Sharon.hathcock@taylor.k12.fl.us Ashley.valentine@taylor.k12.fl.us </td> </tr> <tr> <td> Physical/Facility Address: Taylor County School District 318 North Clark Street Perry, Florida 32347 </td> <td> DUNS number: 106027881 FEIN number: F596000878002 </td> </tr> </table>		Contact Name: Sharon Hathcock Fiscal Contact Name: Ashley Valentine	Telephone Numbers: 850-838-2500 850-838-2503	Mailing Address: 318 North Clark Street Perry, Florida 32347	E-mail Addresses: Sharon.hathcock@taylor.k12.fl.us Ashley.valentine@taylor.k12.fl.us	Physical/Facility Address: Taylor County School District 318 North Clark Street Perry, Florida 32347	DUNS number: 106027881 FEIN number: F596000878002
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CERTIFICATION <p>I, <u>Dr. Danny Glover, Jr.</u>, (Please Type Name) 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> <div style="display: flex; justify-content: space-between; margin-top: 20px;"> <div style="width: 45%;"> E)  Signature of Agency Head </div> <div style="width: 20%; text-align: center;"> Superintendent Title </div> <div style="width: 30%; text-align: right;"> March 12, 2021 Date </div> </div> <div style="text-align: right; margin-top: 10px;">  FLORIDA DEPARTMENT OF EDUCATION <small>fldoe.org</small> </div>								



Program Name

Instructional Continuity Plans (ICPs)

TAPS 21A157

Specific Funding Authority(ies)

Coronavirus Aid, Relief, and Economic Security (CARES) Act FundCFDA # 84.425D, P.L.

Funding Purpose/Priorities

The Taylor County School District is committed to ensuring continuity of the instructional and learning support services provided to communities when standard operating procedures are disrupted due to emergency situations. This funding is intended to support the development of Instructional Continuity Plans (ICP).

Assurances

The Taylor County School District has submitted the required GEPA statement and will adhere all assurances required by this grant.

By accepting funds under this program, the LEA assures that the LEA and any other entity that receives ESSER funds through the subgrant awarded hereunder will, to the greatest extent practicable, continue to compensate its employees and contractors during the period of any disruptions or closures related to COVID-19 in compliance with Section 18006 of Division B of the CARES Act. In addition, each entity that accepts funds will continue to pay employees and contractors to the greatest extent practicable based on the unique financial circumstances of the entity. CARES Act funds generally will not be used for bonuses, merit pay, or similar expenditures, unless related to disruptions or closures resulting from COVID-19.

The Taylor County School District will comply with and complete the requirements of the State of Florida, Executive Order 11-116.

Equitable Services for Private School Participation

In accordance with section 18005 of the CARES Act, each LEA receiving ESSR funds shall provide equitable services in the same manner as provided under section 1117 of the ESEA of 1965 to students and teachers in non-public schools, as determined in consultation with representatives of non-public schools.

Both of the private schools have been notified of the ICP CARES funding opportunity via email with a delivery and read receipt. Both private schools declined to participate.

There are no charter schools located within Taylor County at this time.

Risk Analysis

The Taylor County School District has submitted the appropriate Risk Analysis form as 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.

Project Narrative

The Taylor County School District will develop and submit an Instructional Continuity Plan in a format described by the department, using the ICP portal with the input of stakeholders. Professional development will be the main function of this funding to implement the ICP. District leaders, teachers and school administration will receive professional development in the areas prescribed by DOE, Canvas (our district Learning Management System), and innovative practices implementing the B.E.S.T. standards for both brick and mortar and virtual students. The ultimate goal will be for students to continue to receive rigorous instruction whether in person or remote in the event of quarantines or school closures.



**FLORIDA DEPARTMENT OF EDUCATION
BUDGET NARRATIVE FORM**

A) Name of Eligible Recipient/Fiscal Agent: Taylor County School District

B) DOE Assigned Project Number: _____

C) TAPS Number: 21A157

(1)	(2)	(3)	(4)	(5)	(6)	(7)	(8)	(9)
FUNCTION	OBJECT	ACCOUNT TITLE AND NARRATIVE	FTE POSITION	AMOUNT	% ALLOCATED to this PROJECT	ALLOWABLE DOE USE ONLY	REASONABLE DOE USE ONLY	NECESSARY DOE USE ONLY
6400	120	Teacher stipends used for time spent developing and professional learning in developing the LEA's ICP - 40 teachers x 4 days @ 120.00 per day		\$19,200	100			
6400	210	Retirement – calculated at 10%		\$1,920	100			
6400	220	FICA – Calculated at 7.65%		\$1468.80	100			
6400	221	Workmen's Comp – Calculated 1.37%		\$263.04	100			
6400	330	Travel for professional development as prescribed by FLDOE pertaining to the ICP		\$4,000.00	100			
6400	510	Consummable supplies needed to complete the ICP process-chart paper, markers, etc		\$1,992.16	100			
D) TOTAL	\$ -			28,844.00				