

BUSINESS COMPETITIVE COUNCIL GRANT SOLICITATION

Issue Date:	July 28, 2009		
Title:	“WINGS” - WORKFORCE INNOVATIVE NEW GENERATION SOLUTIONS		
Council:	Business Competitiveness Council		
Funding:	\$2,896,079 Workforce Investment Act (WIA) 15 percent State Set Aside and ARRA Stimulus State Set-Aside – \$1,000,000 Green Jobs \$1,000,000 Rural Needs \$896,079 Business Incubation/ Entrepreneurship	Project Expires	July 30, 2010
DUE DATE:	September 15, 2009 5:00 P.M. Eastern Standard Time		
Attachments:	Attachment A – Proposal Application Attachment B – Proposed Budget Attachment C – Equal Opportunity Assurance Statement (must be submitted)		

1.0 Purpose. The purpose of this grant solicitation is to seek creative, innovative proposals that address the following areas: 1) Green jobs; 2) Rural needs relating to broadband/telecommunications access; and 3) Business Incubation/Entrepreneurship. Applicants can apply for one or more of the three areas individually or can offer a project that spans more than one area.

- **Green Jobs** – Transforming Florida into a green economy is a massive and defining challenge for our time. It involves cross-agency collaboration and coordination, and the work of thousands of Floridians, performing the jobs needed to build the green economy. With input from the experts, as well as recommendations from the public, Workforce Florida’s Sustainability/Infrastructure Committee has determined that the green Florida economy is based on efficient energy use, reducing polluting emissions and protecting our natural resources with a focus on using renewable power sources. A green economy uses these investments to create new opportunities and good jobs, and is based on many occupations that already exist in today’s marketplace.

How well Florida navigates today’s challenging economic times and positions itself to seize emerging economic opportunities, like the green economy, will depend greatly on the quality of our state’s workforce.

Gearing up Florida's workforce system to effectively respond to produce and/or re-tool workers needed in the green economy will require a comprehensive strategy.

Proposals relating to "Green Jobs" are encouraged to review the recommendations in the Green Jobs Report entitled "Defining Green Jobs in Florida." Applicants are strongly encouraged to identify how their proposal in this category addresses the recommendations in the report. [A copy of this report may be found at www.workforceflorida.com.]

- **Rural Needs** - Although Florida is the fourth most populous state in the U.S., it has substantial areas that are rural. Nearly 30% percent of its total land area is farmland, and an additional 10% of the state is set aside for recreation and preservation in the form of state and federal parks, forests, wilderness areas, wildlife preserves, and national seashores. As of the 2000 Census, 32 of Florida's 67 counties are considered rural. In area, these 32 counties cover just over 42 percent of Florida's nearly 54,000 square miles of land area. Approximately 1.1 million of Florida's 16 million citizens live in those rural counties.

Rural communities have traditionally been disadvantaged and are unserved or underserved. For this reason, Workforce Florida's Board of Directors Chair, Belinda Keiser, has identified workforce strategies that assist Florida's special rural needs as a top priority. Strategies need to be developed to build the future of rural Florida in order to help rebuild the economy. The Governor's Office of Tourism, Trade and Economic Development has identified opportunities for broadband infrastructure as a promising opportunity under the Recovery Act. By bringing end user access to broadband, rural communities will be able to fully embrace technologies essential to workforce and economic development advancement, include distance learning, telemedicine, and entrepreneurial business development.

Proposals for rural needs should focus on workforce solutions for improving broadband/telecommunications access in Florida's rural counties as well as health information technology improvement.

- **Business Incubation/Entrepreneurship** – Florida is a national leader in small business start-up and development. Strengthening business incubation and entrepreneurial services resources enables the state to capitalize fully on its innovative capacity.

Promoting new business start-ups or the expansion of small businesses through entrepreneurial training and technical assistance helps businesses to become more competitive and aligns with Workforce Florida's goal of creating jobs. Proposals for this area should provide innovative training opportunities that foster business start-up and entrepreneurship activities and build upon rather than duplicate existing business incubation/entrepreneurship activities in the state.

- 2.0 Funding.** Workforce Florida (WFI) will utilize WIA state set-aside dollars and ARRA state set-aside dollars to fund local projects with funding availability in the following categories: \$1 million allocated for Green Jobs projects; \$1 million for Rural Needs Projects and \$896,079 for Business Incubation/Entrepreneurship Projects. No funds granted by WFI under this initiative may be used to purchase equipment or furnishings (Operating Capital Outlay) or for building construction or renovations (Fixed Capital Outlay). Individual project awards will be capped at **\$500,000**. WFI plans to fund the highest-ranked proposals. All administrative costs should be included in this cap. Administrative costs cannot exceed 10% of the submission amount. As an example, if a contract is awarded for \$200,000 not more than \$20,000 of that award can be used

for administrative costs leaving \$180,000 devoted to actual project-related activities. Proposals showing leveraged funds and sustainability or replicability will have a greater chance of being funded. WFI retains the right to make an award or to withhold an award based on what it determines to be in its best interest.

3.0 Qualifications of Applicants. Only Regional Workforce Boards (RWBS) or educational institutions in partnership with their Regional Workforce Board may apply for these funds. If the applicant is not a regional workforce board, then a MOU (Memorandum of Understanding) signed by both parties clearly outlining the relationship must be attached to the submission. There will be no more than one award per region. For each award, WFI intends to enter into only ONE two-party contract for educational institutions or issue a NFA to the regional workforce board receiving the award.

4.0 Project Scope of Services. WFI is providing the *framework* within which respondents will develop their applications. Applicants must comply with the requirements listed in this section. The Contracts that are issued to an applicant will contain language that requires the applicant to achieve very specific performance requirements.

4.1 Program Elements. Applicants should consider the following elements as they design their response to this request for proposal and complete their applications:

4.1.1 Project Plan: This component will describe program elements and the timeline for developing and implementing the plan. This component will address how the applicant will address the workforce needs of the participants. This component will also identify a coordinator to be accountable for overall project coordination, development and implementation of all project deliverables within a one-year timeframe.

4.1.2 Partnership Plan: Creation of memoranda of agreements with key partners to solidify the collaboration and clearly outline roles and responsibilities.

4.1.3 Training Plan: Strategies that develop and implement processes to provide training. This component shall identify the number of and how individuals will be recruited to participate in the training for the life of the program; how the training will be offered (e.g., employer site, training institutions, weekends, virtual); the cost of the training. Any training outcomes that lead to industry-recognized certifications should be identified.

4.1.4 Financial Plan: This component will describe the proposed implementation financial plan. Development of a budget should enable all project deliverables as well as identification of leveraged resources, both cash and in-kind to effect outcomes.

4.1.5 Performance Tracking Plan: This component will describe how outcomes associated with the project will be tracked.

4.1.6 Sustainability Plan: This component will consider and offer recommendations on sustainability of the initiative after the one-year period. In other words, after the grant funding expires in July 2010, how will the initiative, if valued, continue? What components of the offered project are considered innovative and have applicability for replication in other areas?

5.0 Term. The projects funded through this grant solicitation will expire on July 30, 2010, *unless* otherwise extended.

6.0 Leveraged Funds. Applicants **MUST** obtain leveraged funds for the project. Leveraged funds may come from –

- RWB formula dollars,
- Participating businesses or business groups;
- Educational institutions; or
- Any other local source that wishes to contribute financially to the project.

Leveraged funds can be in the form of cash or in-kind services. “In-kind” services are merely services that are provided to enhance the project at no charge or at discounted charges. In-kind services that are used to meet this leverage requirement must be described in the application along with the method used to ascertain their (in-kind) value. Leveraging funds accomplish three things: 1) they help assure the success of an initiative because the funding party has a financial stake in the success of the project; 2) they allow WFI to get more “bang for the buck” meaning that the project is not totally funded by WFI and, therefore, WFI’s dollars go farther; and 3) they help promote the sustainability of the project because funding has been identified that may continue beyond the term of the WFI-funded project.

7.0 Performance and Reporting. WFI will develop a scope of work and reporting requirements based on the winning applicant’s proposal and scope of services. There may be negotiations regarding services, performances and funding during the review and award of an application that result in some modifications.

8.0 Proposal Application. Applicants will use the attached grant solicitation Application (Attachment I) to apply for these funds. Please use the format, font and font size that is embedded in the application. Applicants may attach additional information they feel is pertinent, particularly if that information provides background on their unique experience and capability to perform work related to this initiative. Applicants are required to provide letters from partners that: a) describe in detail what *role* the partner will play in the project; b) provide some indication if the partner plans to *continue in the partnership* beyond the WFI funding for this project; and, c) if the partner is providing leveraged funds, cash or in-kind services, the letter should describe the *specifics of those leveraged funds* – if cash, how much and, if in-kind, what are the specific services and the value of those services.

NOTE: Since WFI will be looking for specific commitments from various partners and those commitments may vary depending on the partner and its role, applicants are advised to avoid ‘canned’ letters that may be developed by them and provided electronically to partners to place on their letterhead. Also, ‘feel good’ letters from persons or organizations not a part of the project will not enhance the application. Therefore, please limit the number of letters to those local partners that will be actively involved in the specific project.

- a. Limit on number of pages. Applications should be twenty-five (25) pages or less. This does not include the letters but, again, please limit the letters to pertinent partners.
- b. Number of copies. Applicants shall submit one original and five (5) copies of their application.
- c. Equal Opportunity Assurance Statement. Applicants **MUST** sign and submit the Equal Opportunity Assurance Statement (Attachment III).

9.0 Rating of Applications and Award. Applications will be rated by a committee administered by the Agency for Workforce Innovation (AWI). AWI will tabulate scores and submit its findings to WFI. After a review of the findings from AWI, WFI will make award decisions and direct the AWI to issue e-mail award notices to all applicants. WFI may utilize factors other than ratings scores when making its award decision. WFI retains the authority to make an award it determines to be in its best interest or to reject any and all proposals. Further, WFI, in making its award decision, retains the authority to waive what it considers to be minor irregularities in the proposal or to seek clarification on certain issues from any or all respondents. In addition to the email award notice to all respondents, the notice of award will be posted on the AWI and WFI web sites. The rights of parties that may be adversely affected by WFI’s award decision(s) are covered in Section 12.0, Disputes, below.

Issues that may also be considered in making award decisions include but aren’t necessarily limited to –

- 1) **Experience of the applicant related to this initiative.**
- 2) **Realistic timeline for the initiative’s implementation.**
- 3) **Cost per participant served.**
- 4) **Proposed projects that limit the amount of administrative costs and devote the greatest amount of the funding toward direct services (admin will be limited to 10% or less; less will be determined to be better for evaluation purposes).**
- 5) **Proposed projects that demonstrate offerings from local partners/stakeholders, including combining resources from this grant and other funds or in-kind services.**
- 6) **Sustainability plan**

If an applicant that has submitted an application has not received an email award notice on the tentative date listed below in Schedule of Events that means the award has not been finalized. There may be circumstances beyond the control of WFI that may delay the award decision. If awards are delayed, WFI will make an effort to off-set those delays when determining the term of funding.

Applications will initially be reviewed to determine that they contain the required letters of support. That will be a pass/fail review. If applications do not contain support letters, they will be considered non-responsive.

9.1 Rating Points. Raters will score each application using the range of points for the areas listed below:

<p>Leveraged Funds (see 2.0, Page 3 and 6.0, Page 4) Leveraged/matching funds must be provided – both cash and in-kind. ≤ 25% match 0 pt 25% to ≤ 50% match = 5 pts 50% or > match = 10 pts</p>	<p>0 – 10 Points</p>
<p>Administrative Costs (see 2.0 Page 2 , and 9.0(4) Page 5) Does the application include administrative costs that will be paid out of the funds requested from WFI (if so, cannot exceed 10% of the requested amount)? If 10% administrative costs are being requested, the application will receive -0-points in this section. If no administrative costs are being sought (that is if administrative costs are being donated locally or covered by another source of</p>	<p>0 – 5 Points</p>

<p>funding), the application will receive the maximum 5 points. Other points will be given as follows: 2% = 4 pts; 4% = 3 pts; 6% = 2 pts; 8% = 1 pt; 10% = -0- pts. If the applicant is a rural RWB, they will receive the full 5 points.</p>	
<p>Project Plan (see 4.1.1, Page 3) What are the program components, timelines, etc.? How realistic are the activities and timelines for the project? How will the workforce board address the workforce needs of the participants?</p>	0 – 20 Points
<p>Financial Plan (see 4.1.4, Page 3) How solid and realistic is the funding for implementation and how committed is the funding for continuation of the program beyond the grant period?</p>	0 – 10 Points
<p>Partnership Plan (see 4.1.2, Page 3) How does the RWB plan to collaborate with other partners to accomplish the goals of this initiative? How will the regional workforce board support the program? Are the methodologies that the applicant will employ reasonable in the context of getting partners to buy-in to the program both from a financial standpoint and to support the program?</p>	0 – 10 Points
<p>Training Plan (see 4.1.3, Page 3) What strategies and processes will be developed to provide training for participants? How will participants be recruited and identified? What methods of training delivery are offered? Will any of the training result in earning of nationally industry-recognized certifications?</p>	0 – 20 Points
<p>Sustainability Plan (see 4.1.6, Page 3) What are the recommendations on sustainability of the initiative? In other words, after the grant funding expires, how will the initiative, if valued, continue? What components of the offered project are considered innovative and have applicability for replication in other areas?</p>	0 – 10 Points
<p>Performance Tracking Plan (see 4.1.5, Page 3) How will outcomes associated with the project be tracked?</p>	0 – 5 Points
<p>Budget (see 4.1.4, page 3, and 10.0, Page 6) Does the budget reflect a good utilization of the financial resources that are being devoted to the project?</p>	0 – 10 Points
TOTAL AVAILABLE POINTS	100 Points

10.0 Budget. Applicants will submit a budget document for their projects. At a minimum, the budget document should list the broad categories for which funds will be spent and it should show the source(s) of the funding and amounts from each source for each of those categories. If multiple sources will be used for one category, the source and amount from each source should be listed. The funding being requested from WFI and its use should be clearly identified in the budget document. Leveraged funds from other sources should match any letters of commitment from those sources (such as businesses or other state agencies or training providers, etc.) or other items provided to document leveraged funds. As an example, if XYZ is listed as a source of funding for a particular category or purpose in the budget document, the letter an applicant may submit from XYZ should address that financial commitment listed in the budget.

11.0 Term. The grants resulting from this request for proposals will commence upon award of the funding and will expire on July 30, 2010.

12.0 DUE DATE for Applications. Applications shall be submitted for *receipt* by WFI at the following address NO LATER THAN **5:00 P.M., Eastern Standard Time, September 15, 2009.** Send applications to:

**Workforce Florida, Inc.
1580 Waldo Palmer Lane, Suite#1
Tallahassee, Florida 32308-6545
ATTN: Rosanne Heard - WINGS**

Facsimiles and e-mail applications are not allowed.

NOTE: Email questions are requested to avoid any confusion or misunderstanding, no “call in” questions will be accepted questions regarding this Grant Solicitation. Questions and Answers (Q&A’s), if necessary, will be distributed to known recipients of this Grant Solicitation and will be posted on the WFI website at <http://www.workforceflorida.com/rfp/index.htm#requests>

13.0 Schedule of Events. To the extent possible, WFI will adhere to the following timelines

July 28, 2009	Release (issuance) of RFP
September 15, 2009	DEADLINE for receipt of proposals
October 9, 2009	Projected Date for Awards
July 30, 2010	End of Project(s)

*All applicants will receive a notice of award via email from AWI when the award decision is made. In addition, awards will be posted to the AWI & WFI web sites. This date is a *tentative* date of award; if an applicant has not received an email award notice, that means that the award decision has not been made – please do not call and request information regarding the timing of the award.

14.0 Contact. Questions regarding this solicitation should be directed to Catherine Kennedy at ckennedy@workforceflorida.com by **e-mail only**. Please submit question(s) on or before September 1, 2009.

It is important for organizations that may have received this Grant Solicitation from a third party or may have downloaded it from the WFI website to periodically check the address above for updates regarding this solicitation.

15.0 Disputes. WFI is a public/private corporation with specific statutory authority to enter into contracts and therefore its procurement policies and procedures are not subject to the requirements for state agencies contained in Chapter 287, Florida Statutes. Decisions by the WFI Board of Directors or the WFI Executive Committee or duly authorized WFI officials regarding the awarding of Invitations to Bids, Requests for Proposals, grant solicitations and all other procurement actions, either through a competitive process or a non-competitive process, are final.

Potentially adversely affected parties may file a written dispute of a procurement decision within the following parameters:

1. Such disputes must be in writing, signed by the official who signed the original bid/proposal, and must state with specificity the nature of the dispute and the requested disposition. The President of WFI retains the authority to determine if the written dispute meets the criterion of specificity. Any dispute that does not meet this requirement may be dismissed without further consideration.
2. Such disputes must be received by the President of Workforce Florida, Inc. at 1580 Waldo Palmer Lane, Suite 1, Tallahassee, FL 32308, not later than seventy-two (72) working hours from the date of the notice of award. "Working hours" as used here does not include weekends (Saturdays & Sundays) or official State of Florida holidays or days the State of Florida or WFI may close its offices due to Acts of God. "Date of award" as used here means the date the email award notices are sent to Applicant. Parties filing a written dispute are required to ensure timely delivery. Facsimiles that have the appropriate signature and meet all other requirements stated herein may be accepted. Any dispute that is not received by the President within this timeframe will be rejected without further consideration.
3. Parties filing a dispute are not allowed to provide additional information unless, at his discretion, the President requests clarification of submitted materials. The President may, solely at his discretion, invite the disputing party to make a personal presentation to augment the written dispute.
4. Within five (5) working days after receipt of any such valid dispute, the President will issue a final decision regarding the outcome of the disputed award notifying the party that filed the dispute and a member of the WFI Executive Committee. The Chairman of Workforce Florida, Inc. or its Board of Directors may direct the President to present disputes to the Executive Committee. No disputes of procurement actions will be presented to the Board of Directors unless, at the discretion of the Chairman, such full board review is deemed to be necessary.
5. Nothing in this dispute process is intended to imply nor should it be construed to mean such filing of a dispute places any constraint on the ability of WFI to proceed with its disputed procurement action, either in whole or in part.

Application Transmittal Document

“WINGS – Workforce Innovative New Generation Solutions”

In consideration of the requirements specified in this Grant Solicitation titled, “WINGS – Workforce Innovation New Generations Solutions”, as issued by Workforce Florida, Inc. (WFI) on July 28, 2009 or as may have been amended by WFI, the undersigned submits the enclosed application. The undersigned understands and agrees that where there may exist or develop a discrepancy between this application and the grant solicitation issued by WFI, the grant solicitation will take precedence over the application.

1. Region Number:	
2. Name of Contact Person Contact Phone # Contact Fax # Contact Email Address:	
3. Printed Name of Executive Director:	
4. Executive Director’s Signature:	Date:

NOTE: This signed Application Transmittal Document *MUST* be submitted with the application. The deadline for *receipt* of applications is 5:00 PM, Eastern Daylight, September 15, 2009.

FUNDING REQUEST

1. Amount of Funds Requested from WFI: (may not exceed \$500,000)	\$
2. Amount of Local Leveraged Funds: (must be equal to or greater than funding request amount) a. Cash b. In-Kind	a. \$ b. \$ Total: \$
Percent of Local Leverage:	%
3. Total Number of Trainees:	
4. Cost per Trainee: (Amount Requested ÷ Number of trainees)	\$ /Trainee ¹

REMINDER: Attachment II, Application, must be completed and submitted with this Application Transmittal Document along with letters of support from partners and a one-page BUDGET document. The EO assurance document (Attachment III) **MUST also be included. Attachments I & II cannot exceed 25 pages; letters from partners and the one-page budget do not count toward this 25-page limit.**

¹ WFI understands that most of the funding being provided will not go to direct services to trainees. This cost/trainee however is a measure that WFI may use to assess overall return on investment. Cost/trainee is not rated as a separate item.

APPLICATION

“WINGS” – Workforce Innovation New Generation Solutions

This ‘Application’ document must be completed in full and submitted with – 1) Attachment I, Application Transmittal Document; 2) Attachment III, the EO assurance document; 3) letters from all partners; and, 4) a one-page budget document. This document is intended to be used as the application. DO NOT submit a separate application – applications must be submitted on these attachments. Attachments I & II cannot exceed 25 pages. Attachments I & II should be completed as electronic documents, then printed and signed and submitted to the address listed in Section 10.0. Six (6) copies of the application package must be submitted with one containing an original signature. RWBs are not required to but may submit additional information with their applications as long as Attachments I & II plus the additional information DO NOT exceed 25 pages.

1. Region Number:		1.a. Region Name:	
1.b. County(ies) Being Served:			

2. “WINGS” – Workforce Innovation New Generation Solutions.” In this section applicants will provide specific information regarding the program to be funded. Each blank in this section **MUST** be answered. Failure to input information in each of the areas below for the program may result in the application being rejected.

2.a. Number of individuals identified to <u>participate</u> in the project	
2.b. Total number of persons to be trained	

3. Leveraged Funds (see 2.0, Page 2, and 6.0, Page 3):
The Applicant submitting this application will use this section to list the local leveraged funds required for this project. (Applicants may delete or add rows as necessary)

Source	Amount	‘X’ if Cash	Describe if In-Kind (List how the ‘value’ was determined)
	\$		
	\$		
	\$		
TOTAL	\$		

4. Administrative Costs (see 2.0 Page 2):
If the applicant submitting this application is seeking administrative costs (cannot exceed 10% of the overall amount requested), the percentage (%) of admin costs being requested must be indicated here. NOTE: Applicants requesting lower than 10% will receive a competitive advantage.

Response (indicate the % of admin costs, if any, being requested):	%
---	----------

5. Project Plan (see 4.1.1, Page 3 and 9.1, page 6)

In this section applicants will provide a detailed timeline and plan with deliverables that describes how the board will address the workforce needs for this project. Has a coordinator been identified to oversee the initiative? How will potential participants be recruited, pre-assessed, enter into training, and placed, if applicable? Have the roles of each of the partners to accomplish the goals of this initiative been identified? Is this project innovative and creative? If so, why? Flowcharts can be inserted in the box or attached as long as such attachments do not cause the overall application (Attachments I & II plus attachments) to exceed the 25-page limit.

The box below for the response will expand as the plan is input.

Response:

6. Partnership Plan (see 4.1.2, Page 3 and 9.1, Page 6):

Describe how the applicant recruits and involves project partners in the region and how they will work together to craft creative and innovative workforce solutions. What is being newly deployed? What types of contributions—financial and in-kind—will be provided to support the project? Will this project result in commitments to hire persons? Will participants earn industry-recognized certifications? What types of agreements have been executed to clearly identify the roles and responsibilities of partners?

The box for the response below will expand as the project description is input.

Response:

7. Training Plan (see 4.1.3, page 3 and 9.1, page 6)

How have the occupations of critical concern relative to the project been identified? How will individuals be recruited and how is this recruitment strategy customized to their needs? Describe the training for the occupations and how it will be offered, the costs, training outcomes and placement expectations, and whether industry-recognized certifications will be earned by individuals.

The box for the response below will expand as the project description is input.

Response:

8. Financial Plan (see 4.1.4, Page 3 and 9.1, Page 6):

This section should describe the financing available for implementation of this project as well as how the project might be sustained following the end of this grant. The amounts of leveraged resources (cash and in-kind/public and private) should be identified and how they will affect outcomes of this project.

The box for the response below will expand as the project description is input.

Response:

9. Performance Tracking Plan (see 4.1.5, Page 3 and 9.1, Page 6):

How will the applicant track performances associated with the project?

The box for the response below will expand as the project description is input.

Response:

10. Sustainability Plan (see 4.1.6, Page 3 and 9.1, Page 6):

WFI is very interested in using the outcomes of these initiatives to improve Florida's workforce. What noteworthy elements have merit for Florida? Can it be replicated in other areas of the state? How can it

be sustained?

The box for the response below will expand as the project description is input.

Response:

11. Budget (see 4.1.4, Page 3 and 10.0, Page 6):

Attach a one-page budget showing 1) where the funds are coming from (amounts & sources) to fund this project – that will include local matching funds and WFI funds; and 2) how the funds are projected to be spent – this part of the budget should differentiate between projected expenditures for *direct services* to the project and *administrative costs* (those costs associated with the ‘management’ of the project).

13. Letters from Partners (see 8.0, Page 4):

Attach letters from each of the partners. Each letter from the partners should be on the organization’s letterhead and should be signed by an officer of the organization. Each letter must describe with specificity the partner’s role in the project and financial commitment, if applicable, to the project. All partners that are listed as sources for matching funds **MUST** list their financial contributions in the letters to be attached.

**DUE DATE: 5:00 PM, Eastern Standard Time;
September 15, 2009**

Equal Opportunity Assurance Statement

Any organization, public or private, including regional workforce boards, seeking WIA funds from Workforce Florida Incorporated, ***MUST*** sign and submit this Equal Opportunity Assurance Statement or its proposal or grant proposal **may be rejected.**

As a condition of the proposal for this grant, the Applicant assures that it will comply fully with the nondiscrimination and equal opportunity provisions of the following laws:

1. Section 188 of the Workforce Investment Act of 1998 (WIA) which prohibits discrimination against all individuals in the United States on the basis of race, color, religion, sex, national origin, age, disability, political affiliation, or belief, and against beneficiaries on the basis of either citizenship/status as a lawfully admitted immigrant authorized to work in the United States or participation in any WIA Title I B financially assisted program or activity;
2. Title VI of the Civil Rights Act of 1964, as amended, which prohibits discrimination on the basis of race, color, and national origin;
3. Section 504 of the Rehabilitation Act of 1973, as amended, which prohibits discrimination against qualified individuals with disabilities;
4. The Age Discrimination Act of 1975, as amended, which prohibits discrimination on the basis of age; and
5. Title IX of the Education Amendments of 1972, as amended, which prohibits discrimination on the basis of sex in educational programs.

The Applicant also assures that it will comply with 29 C.F.R. Part 37 and all other regulations implementing the laws listed above. This assurance applies to the grant applicant's operation of the WIA Title I – financially assisted program or activity, and to all agreements the grant applicant makes to carry out the WIA Title I – financially assisted program or activity. The Contractor understands that WFI and the United States have the right to seek judicial enforcement of the assurance.

By signing below, the Applicant certifies and assures that it will fully comply with the applicable assurances outlined above.

Name and Title of Authorized Representative

Applicant

Date