



Florida Job Growth Grant Fund Workforce Training Grant Proposal

Proposal Instructions: The Florida Job Growth Grant Fund Proposal (this document) must be completed and signed by an authorized representative of the entity applying for the grant. Please read the proposal carefully as some questions may require a separate narrative to be completed.

Entity Information

Name of Entity: Charlotte County Economic Development Office

Federal Employer Identification Number (if applicable): _____

Contact Information:

Primary Contact Name: Lucienne Pears

Title: Director of the Charlotte County Economic Development Office

Mailing Address: 18501 Murdock Circle, Suite 302
Port Charlotte, FL 33948

Phone Number: 941-764-4941

Email: Lucienne.Pears@CharlotteCountyFL.Gov

Workforce Training Grant Eligibility

Pursuant to 288.101, F.S., The Florida Job Growth Grant Fund was created to promote economic opportunity by improving public infrastructure and enhancing workforce training. This includes workforce training grants to support programs offered at state colleges and state technical centers.

Eligible entities must submit proposals that:

- Support programs and associated equipment at state colleges and state technical centers.
- Provide participants with transferable and sustainable workforce skills applicable to more than a single employer.
- Are offered to the public.
- Are based on criteria established by the state colleges and state technical centers.
- Prohibit the exclusion of applicants who are unemployed or underemployed.



1. Program Requirements:

Each proposal must include the following information describing how the program satisfies the eligibility requirements listed on page 1.

A. Provide the title and a detailed description of the proposed workforce training.

Sustainable Brewing and Food Operations

B. Describe how this proposal supports programs at state colleges or state technical centers.

Attached

C. Describe how this proposal provides participants transferable, sustainable workforce skills applicable to more than a single employer.

Attached

D. Does this proposal support a program(s) that is offered to the public?

Yes No

E. Describe how this proposal is based on criteria established by the state colleges and state technical centers.

Attached

F. Does this proposal support a program(s) that will not exclude unemployed or underemployed individuals?

Yes No



G. Describe how this proposal will promote economic opportunity by enhancing workforce training. Please include the number of jobs anticipated to be created from the proposed training. Further, please include the economic impact on the community, region, or state and the associated metrics used to measure the success of the proposed training.

Attached

2. Additional Information:

A. Is this an expansion of an existing training program? Yes No

If yes, please provide an explanation for how the funds from this grant will be used to enhance the existing program.

Attached

B. Does the proposal align with Florida’s Targeted Industries? (View Florida’s [Targeted Industries here.](#))

Yes No

If yes, please indicate the targeted industries with which the proposal aligns.

If no, with which industries does the proposal align?

Attached

C. Does the proposal align with an occupation(s) on the Statewide Demand Occupations List and/or the Regional Demand Occupations List? (View Florida’s [Demand Occupation Lists here.](#))

Yes No

If yes, please indicate the occupation(s) with which the proposal aligns.

If no, with which occupation does the proposal align?

Attached



D. Indicate how the training will be delivered (e.g., classroom-based, computer-based, other).

If in-person, identify the location(s) (e.g., city, campus, etc.) where the training will be available.

If computer-based, identify the targeted location(s) (e.g. city, county, statewide) where the training will be available.

Attached

E. Indicate the number of anticipated enrolled students and completers.

Attached

F. Indicate the length of program (e.g., quarters, semesters, weeks, etc.), including anticipated beginning and ending dates.

Begin Date: Fall 2017 End Date: NONE

G. Describe the plan to support the sustainability of the proposal.

Attached

H. Identify any certifications, degrees, etc. that will result from the completion of the program. Please include the Classification of Instructional Programs (CIP) code if applicable.

Attached



I. Does this project have a local match amount?

Yes No

If yes, please describe the entity providing the match and the amount.

Attached

J. Provide any additional information or attachments to be considered for the proposal.

Attached

3. Program Budget

Estimated Costs and Sources of Funding: Include all applicable workforce training costs and other funding sources available to support the proposal.

A. Workforce Training Project Costs:

Equipment	\$			
Personnel	\$			
Facilities	\$			
Tuition	\$			
Training Materials	\$			
Other	\$		Please Specify:	Attached
Total Project Costs	\$			

B. Other Workforce Training Project Funding Sources:

City/County	\$			
Private Sources	\$			
Other (grants, etc.)	\$		Please Specify:	Attached
Total Other Funding	\$			

Total Amount Requested **\$**

Note: The total amount requested must equal the difference between the workforce training project costs in 3.A. and the other workforce training project funding sources in 3.B.



- C. Provide a detailed budget narrative, including the timing and steps necessary to obtain the funding, how equipment purchases will be associated with the training program, if applicable, and any other pertinent budget-related information.

Attached

4. Approvals and Authority

- A. If entity is awarded grant funds based on this proposal, what approvals must be obtained before it can execute a grant agreement with the Florida Department of Economic Opportunity (e.g., approval of a board, commission or council)?

Attached

- B. If approval of a board, commission, council or other group is needed prior to execution of an agreement between the entity and the Florida Department of Economic Opportunity:

- i. Provide the schedule of upcoming meetings for the group for a period of at least six months.

Attached

- ii. State whether that group can hold special meetings, and if so, upon how many days' notice.

Attached

- C. Attach evidence that the undersigned has all necessary authority to execute this proposal on behalf of the entity. This evidence may take a variety of forms, including but not limited to: a delegation of authority, citation to relevant laws or codes, policy documents, etc.



I, the undersigned, do hereby certify that I have express authority to sign this proposal on behalf of the above-described entity.

Name of Entity: CHARLOTTE COUNTY ECONOMIC DEVELOPMENT

Name and Title of Authorized Representative: LUCIENNE PEARS, DIRECTOR

Representative Signature: 

Signature Date: 9/21/17

1. Program Requirements:

Each proposal must include the following information describing how the program satisfies the eligibility requirements listed on page 1.

A. Provide the title and a detailed description of the proposed workforce training.

Title:

Sustainable Brewing & Food Operations and Sustainability Training Programs

Description:

This Workforce Training Grant application is proposed to help fund the second phase of a collaborative partnership between Florida SouthWestern (FSW) State College – Charlotte County Campus in Punta Gorda, Florida, and Western Michigan University (WMU) Punta Gorda, Florida. This multi-phased effort is designed to address existing gaps in the educational and workforce pipelines in the areas of aviation, arts and sciences, and healthcare by providing opportunities for partnership and expansion of existing educational institutions both of which represent a substantial benefit to our community and our region.

Background:

The collaborative partnership launched its first of a multi-phased program in August of 2017 with the College of Aviation certification and degreed programs in Punta Gorda, Florida. The collaboration included an economic development investment of \$2 million for equipment and training, airplanes, flight simulators and other flight and nonflight equipment from WMU, \$500,000 from Charlotte County for hanger and building improvements, and \$60,000 in private local support.

The second phase program, and the purpose of this grant, will be to launch certification and degreed programs from the College of Arts and Sciences in Sustainable Brewing, and Food Operations and Sustainability. This grant will enable FSW and WMU to offer courses which will deliver training to support Florida's growing Brewery and Culinary Industries by providing a source for a skilled workforce.

FSW and WMU can assist the industry by delivering courses in hybrid format, combining online modules with face-to-face instruction for the hands-on components of each program. In-person instruction will take place through a Public Private Partnership (P³) in Punta Gorda with instructional sites based on campus at FSW – Punta Gorda, and also at Fat Point Brewery, Punta Gorda where an on-site classroom space will be retro-fitted and reserved for student learning. The partnership will help to minimize the cost of equipment, space, and materials, while providing hands on experience in a real brewery / restaurant environment.

By working together, the collaborative efforts of FSW and WMU will insure delivery of a variety of options for students that will include non-credit certifications and undergraduate certificates which can be packaged as part of an associate's degree from FSW and/or a bachelor's degree through WMU. This will help the employers in the brewing and food industries to secure talent, and the students to secure jobs. The goal is to begin to train students on the rich landscape of modern brewing, address environmental challenges faced by the industry in the 21st century, and combine food science and culinary arts expertise. (Note: This is a similar collaborative relationship that WMU has already established with the Kalamazoo Valley Community College in Kalamazoo, MI.)

The Sustainable Brewing program and the Food Operations and Sustainability program are built on a combination of interdisciplinary training, which includes chemistry, biosciences, physics, and environmental science, as well as practical ready-for-work skills. These programs will provide workforce training for multiple positions in the food, beverage, hospitality, and related industries throughout the State of Florida.

The P³ Collaborative for this grant application consists of:

- FSW and WMU will provide the curriculum, teachers, facilities, supplies and certifications.
- Fat Point Brewery will provide most of the brewing equipment, facilities, tanks, laboratory, and some supplies.
- The workforce grant funding will primarily pay for the retro-fitting of the brewery facility for the students' classroom space, additional parking space and culinary equipment.

B. Describe how this proposal supports programs at state colleges or state technical centers.

In Charlotte County, WMU is operating in Florida as a private, independent college offering programs in collaboration with FSW. Among the programs being developed for future delivery (all of which are subject to the approval by the State of Florida and the Higher Learning Commission) are Sustainable Brewing and Food Operations and Sustainability. WMU is working with FSW to deliver a variety of options for students that will include non-credit certifications and undergraduate certificates that can be packaged as part of an associate's degree from FSW and/or a bachelor's degree from WMU.

C. Describe how this proposal provides participants transferable, sustainable workforce skills applicable to more than a single employer.

Both the brewing and food operations programs are built on a combination of interdisciplinary training and practical ready-for-work skills. By providing multiple entry points for students, credit and non-credit options, and associate's and bachelor's level programs, this training will provide a skilled workforce for multiple positions for the food, beverage, hospitality, and related industries within the State of Florida.

D. Does this proposal support a program(s) that is offered to the public?

Yes No

Among the programs being developed by WMU are non-credit options in Sustainable Brewing that will be available to the public. All for-credit programs will be available to qualified students.

E. Describe how this proposal is based on criteria established by the state colleges and state technical centers.

The mission of the Florida College System is "to provide access to high-quality, affordable academic and career educational programs that maximize student learning and success, develop a globally competitive workforce and respond rapidly to diverse state and community needs." Sustainable Brewing and Food Operations and Sustainability will be programs used to train current employees and potential employees in the Florida.

The programs being developed for Florida by SFW and WMU will meet the needs of Florida's Breweries and Culinary Industries. Due to the rapid growth of these two industries and the increase of their market demand, there is a need for an educated workforce that is both broadly and intimately familiar with the technical, social and economic aspects of brewing and food industries.

F. Does this proposal support a program(s) that will not exclude unemployed or underemployed individuals?

Yes No

Given the multiple levels and entry points in these programs, unemployed and under-employed individuals will have access to high quality training that can help them acquire the skills needed to quickly find gainful employment.

G. Describe how this proposal will promote economic opportunity by enhancing workforce training. Please include the number of jobs anticipated to be created from the proposed training. Further, please include the economic impact on the community, region, or state and the associated metrics used to measure the success of the proposed training.

Craft Brewing is a growth industry in current times. “Today, the United States has more craft breweries (5,301 in 2016) than at any other time in its history,” reported the Brewers Association (BA).

The BA said that “Florida ranked 10th in the nation for number of craft brewing companies (214 active brewers) but fell to 43rd in the nation for brewers per capita.” Additionally, the BA indicates that “Florida’s beer production increased by 5% in 2016 as the baby boomer generation and millennials are developing a palate for craft beer.” What this means is the demand is increasing for craft brew and production is growing at a slower rate. During our due diligence, we interviewed about one quarter of the brewers along the Gulf Coast. Most of them reported that it is difficult to find a skilled workforce to support their business needs and they would welcome the opportunity to find skilled employees as well as educate their existing staff. Charlotte County currently has one craft brewery, Fat Point Brewery. They are looking forward to becoming the private partner by opening up their brewery to students for the all-important in-person hands on training of this program. Fat Point Brewery expects a minimum of 10 new hires because of this program.

Additionally, Florida’s breweries/brewpubs supported 3,348 positions (in 2016) including service jobs. In our research, we found approximately 111 breweries/brewpubs within a 100-mile radius of Charlotte County. The BA estimates 17 workers per brewery, representing approximately 1,887 workers within the 100-mile radius. We found there is a need for institutions to deliver training for both the under-employed and potential employees, and the ability to provide associate’s and bachelor’s level training programs.

The table below represents the Economic Impact of the industry for the State of Florida*

Total Economic Impact (2014)					
<u>State</u>	<u>(FTEs)</u>	<u>Labor Income</u>	<u>Avg. Wage</u>	<u>Economic Impact</u>	<u>Impact per Capita</u>
Florida	16,686	\$650,903,000	\$39,008*	\$2,056,405,000	\$138.40

*The economic contribution of the craft brewing industry was calculated using an input-output analysis that breaks economic output into three parts: direct, indirect, and induced impacts. The direct impact looks at the industry itself, including craft breweries, craft beer wholesalers, and retailers that sell craft beer. The indirect economic contribution measures the connections between direct industry participants (breweries, wholesalers, and retailers) and their suppliers, including raw materials like glass and malted barley, as well as building materials, marketing firms, and brewing equipment. Induced impacts are the final connections in the economy as workers in the industry use their wages to purchase additional goods and services.

SOURCE: Brewers Association https://s3-us-west-2.amazonaws.com/brewersassoc/wp-content/uploads/2017/04/BA-EI-Study-Methodology_2014.pdf

Note: The average wage in Charlotte County \$37,992
The average wage in Florida for Productive Breweries \$61,264

2. Additional Information:

A. Is this an expansion of an existing training program?

Yes No

If yes, please provide an explanation for how the funds from this grant will be used to enhance the existing program.

This is the second program of a multi-phased effort to address existing gaps in the educational and workforce pipelines in areas of aviation, the arts and sciences, and healthcare by providing opportunities for partnership and expansion of existing educational institutions both of which represent a substantial benefit to our community and our region.

Phase 1: The Aviation Program has been funded and launched - August 2017.

Phase 2: The Arts and Sciences, Sustainable Brewing & Food Operations and Sustainability Programs are the purpose of this grant.

B. Does the proposal align with Florida's Targeted Industries? (View Florida's Targeted Industries here.)

Yes No

***If yes, please indicate the targeted industries with which the proposal aligns.
If no, with which industries does the proposal align?***

Manufacturing – Food and Beverage

C. Does the proposal align with an occupation(s) on the Statewide Demand Occupations List and/or the Regional Demand Occupations List? (View Florida's Demand Occupation Lists here.)

Yes No

***If yes, please indicate the occupation(s) with which the proposal aligns.
If no, with which occupation does the proposal align?***

Food Service Managers, and Chefs and Head Cooks

Additionally, some required courses are interdisciplinary in the 4-year curriculum, educating students in areas of STEM (i.e. chemistry, physics, math). Other courses which will be offered: Food and Culture, Sales Promotion, and Marketing and Nutrition. These courses are important skill sets in our State and Regional Demand Occupations: Food Service Managers, Chefs – Cooks, Marketing Research Management Analysis, Wholesale and Retail Buyers, and Accounting.

D. Indicate how the training will be delivered (e.g., classroom-based, computer-based, other). If in-person, identify the location(s) (e.g., city, campus, etc.) where the training will be available. If computer-based, identify the targeted location(s) (e.g. city, county, statewide) where the training will be available.

The brewing programs and the food operations program will be delivered in hybrid format, combining online modules with face-to-face instruction for the hands-on components of each program. In person instruction will take place in Punta Gorda, FL with instructional sites based at FSW – Punta Gorda and at Fat Point Brewery, Punta Gorda.

E. Indicate the number of anticipated enrolled students and completers.

WMU estimates enrollments of 40-50 students per year in its for-credit brewing certificate courses, many of whom will likely continue for at least an associate's degree with FSW. Approximately 15-20 students a year are likely to complete a bachelor's program in sustainable brewing or food operations and sustainability.

F. Indicate the length of program (e.g., quarters, semesters, weeks, etc.), including anticipated beginning and ending dates.

If approved by the State of Florida and the Higher Learning Commissions, the Brewing Certificate would begin in Fall 2018, along with an associate's degree at FSW. A potential bachelor's degree in Brewing is proposed to follow in 2020. Food Operations and Sustainability is proposed to begin in Fall 2019. The brewing certificate would consist of 30 credits and could be completed in one year by most students.

Begin Date: Fall of 2018 End Date: None

G. Describe the plan to support the sustainability of the proposal.

A public-private partnership with Fat Point Brewing and its parent brewery, Big Storm, helps minimize the cost of equipment, space, and materials. By offering non-credit and for-credit options to students within and outside of Fat Point Brewery as well as students that are new to the industry, WMU projects a steady enrollment of students moving through multiple programs. Revenue generated from non-credit programs will be used to subsidize for-credit offerings.

H. Identify any certifications, degrees, etc. that will result from the completion of the program. Please include the Classification of Instructional Programs (CIP) code if applicable.

The programs will result in academic certificates and degrees, but not technical certifications tied to particular CIP codes.

I. Does this project have a local match amount?

Yes No If yes, please describe the entity providing the match and the amount.

For the second phase project \$50,000 will be provided in private funding from Fat Point Brewery, the private partner, and where the instructional hands-on training will occur.

J. Provide any additional information or attachments to be considered for the proposal.

Attachment: A) Scope of Work Timeline

3. Program Budget

Estimated Costs and Sources of Funding: Include all applicable workforce training costs and other funding sources available to support the proposal.

A. Workforce Training Project Costs:

Please Specify:

Equipment etc.	\$ 2,000,000	Phase 1 - Aviation program - Equipment and training, airplanes, flight simulators and other flight and nonflight equipment.
Equipment	\$ 200,000	Phase 2 - Equipment and install culinary kitchen.
Facilities etc.	\$ 500,000	Phase 1 - Aviation Program – Hanger & classroom improvements
Facilities	\$ 350,000	Phase 2 - Student Brewing Center, quality control lab., build-out of class rooms, ancillary build parking lot, bathrooms etc.
Other	\$ 60,000	Phase 1 - Recruitment
Other	\$ 5,500	Phase 2 - Staff time required to oversee the sub-recipient activities
Training	\$ <u>151,660</u>	Phase 2 - Curriculum, Staff Development
Total Project Costs	\$ 3,267,160	

B. Other Workforce Training Project Funding Sources:

Workforce Training Project Funding:

Please Specify:

City/County	\$ 500,000	- Phase 1 - Charlotte County
Western Michigan Univ.	\$2,000,000	- Phase 1 - WMU
Western Michigan Univ.	\$ 151,660	- Phase 2 - WMU - Curriculum, Staff Development
Private Sources	\$ 50,000	- Phase 2 - Fat Point Brewery – Facility improvements
Other (in-kind)	\$ 5,500	- Phase 2 - Staff time required to oversee the sub-recipient activities.
Other (grants, etc.)	\$ <u>60,000</u>	- Phase 1 - Enterprise Charlotte Economic Council Foundation - Recruitment
Total Other Funding	\$ <u>2,767,160</u>	
Total Amount Requested	\$ 500,000	- Phase 2

Note: The total amount requested must equal the difference between the workforce training project costs in 3.A. and the other workforce training project funding sources in 3.B.

C. Provide a detailed budget narrative, including the timing and steps necessary to obtain the funding, how equipment purchases will be associated with the training program, if applicable, and any other pertinent budget-related information.

1) The costs of Phase 1 of the project - COMPLETE

2) The costs of Phase 2 of the project:

- a. TIMING:
 - i. Approval from DEO
 - ii. Approval from Charlotte County BOCC
 - iii. Receipt of funds
 - iv. Signed MOU by the P3
- b. County Staff will oversee the sub-recipient activities.

3) Facility Retro-fit at Fat Point Brewery

- \$180,000 for culinary kitchen, equipment and install.
- \$200,000 for build-out of classroom, study room, student brewing center, and quality control lab.
- \$120,000 for ancillary - build parking lot & bathroom expansion etc.

4) Classes will begin

4. Approvals and Authority

A. If entity is awarded grant funds based on this proposal, what approvals must be obtained before it can execute a grant agreement with the Florida Department of Economic Opportunity (e.g., approval of a board, commission or council)?

Approval will be through Charlotte County Government, Board of County Commissioners.

B. If approval of a board, commission, council or other group is needed prior to execution of an agreement between the entity and the Florida Department of Economic Opportunity:

i. Provide the schedule of upcoming meetings for the group for a period of at least six months.

Attachment: B) Approval Schedule

Attachment: C) Commission Meeting Schedule

ii. State whether that group can hold special meetings, and if so, upon how many days' notice.

Approximately 30 days

C. Attach evidence that the undersigned has all necessary authority to execute this proposal on behalf of the entity. This evidence may take a variety of forms, including but not limited to: a delegation of authority, citation to relevant laws or codes, policy documents, etc.

Attachment: D) Pre-Grant Application Risk Assessment Form

Sustainable Brewing, and Food Operations and Sustainability Cert. Courses Scope of Work Timeline, Deliverables, and Payables (as of 9-1-2017)			
<u>Month</u>	<u>Action Item</u>	<u>Deliverables</u>	<u>Payables/ Department Budget</u>
August 2017	Completed All forms and applications	None	None
September 2017	Grant Application Approval by County	None	None
October 2017	Grant Approval by DEO Grant Acceptance by County	<u>Deliverable # 1:</u> MOU signed between Private Sector, County, FSW, and WMU	
December 2017 – December 2018	<p>Submission to the State of Florida and the Higher Learning Commissions. If approved the Brewing Certificate would begin in fall 2018.</p> <p>Construction Commences after approvals, employers and students are notified and Teachers are hired.</p> <p>Employers and students are notified and Teachers are hired for Food Operations and Sustainability Program.</p>	<p><u>Deliverable # 2:</u> Certificate Program is approved</p> <p>40-50 Students a year to complete program</p>	<p>Construction Commences</p> <p>Upon completion of construction - Grant funds are dispersed by County.</p>
August 2019	Food Operations and Sustainability is proposed to begin in fall 2019	<u>Deliverable # 3:</u> Certificate Program 15-20 Students a year to complete program	
December 2019 – December 2020	Submission to the State of Florida and the Higher Learning Commissions. If approved the bachelor's degree in Brewing and Food Operations would begin in fall 2020.	<u>Deliverable # 4:</u> 15-20 Students a year to complete program	Employers & students are notified, and teachers are hired.

Attachment: B) Approval Schedule

Date	Approval Schedule	Complete	Submit	Approved
9/21/2017	Grant Check list	X	X	X
9/21/2017	Pre - Grant Application Risk Assessment Form	X	X	X
9/21/2017	DEO Grant - Application Complete	X	X	X
TBD	Administrative Approval by the Charlotte County (3weeks prior of Commission Meeting)			
TBD	County Commission Meeting Agenda Item			
TBD	If Grant is Awarded			
TBD	Administrative Approval by the Charlotte County (3weeks prior of Commission Meeting)			
TBD	County Commission Meeting Agenda Item			

2017 BCC Meetings Schedule

BCC Meetings are held the 2nd and 4th Tuesday of every month at 9:00 am in the Commission Chambers Room 119

Pre Agenda Meetings are held the Thursday prior to the BCC meeting at 1:30 pm in Room B106 unless noted.

<u>DEPARTMENTAL ITEMS</u> <u>WORKFLOW SUBMITTED IN</u> <u>NOVUS COMPLETE & ITEMS</u> <u>APPROVED BY DEPARTMENT</u> <u>DIRECTOR</u> <u>BY 4:50 P.M.</u>	<u>ALL</u> <u>APPROVALS</u> <u>COMPLETED</u> <u>1 WEEK PRIOR TO</u> <u>PRE AGENDA</u>	<u>NOVUS AGENDA</u> <u>POSTED TO WEB</u> <u>AVAILABLE</u> <u>TO BOARD AND</u> <u>PUBLIC ONE WEEK</u> <u>PRIOR TO MEETING</u>	<u>PRE AGENDA</u> <u>DATES</u> <u>Room B-106, 1:30 PM</u>	<u>MEETING</u> <u>DATES</u> <u>Room 119, 9:00 AM</u>
Tuesday, December 20	Thursday, December 29	Tuesday, January 03	Thursday, January 05	Tuesday, January 10
Tuesday, January 03	Thursday, January 12	Tuesday, January 17	Thursday, January 19	Tuesday, January 24
Tuesday, January 24	Thursday, February 02	Tuesday, February 07	Monday, February 13	Tuesday, February 14
Tuesday, February 07	Thursday, February 16	Tuesday, February 21	Thursday, February 23	Tuesday, February 28
Tuesday, February 21	Thursday, March 02	Tuesday, March 07	Thursday, March 09	Tuesday, March 14
Tuesday, March 07	Thursday, March 16	Tuesday, March 21	Monday, March 27	Tuesday, March 28
Tuesday, March 21	Thursday, March 30	Tuesday, April 04	Monday, April 10	Tuesday, April 11
Tuesday, April 04	Thursday, April 13	Tuesday, April 18	Thursday, April 20	Tuesday, April 25
Tuesday, April 18	Thursday, April 27	Tuesday, May 02	Thursday, May 04	Tuesday, May 09
Tuesday, May 02	Thursday, May 11	Tuesday, May 16	Thursday, May 18	Tuesday, May 23
Tuesday, May 23	Thursday, June 01	Tuesday, June 06	Thursday, June 08	Tuesday, June 13
Tuesday, June 06	Thursday, June 15	Tuesday, June 20	Thursday, June 22	Tuesday, June 27
Tuesday, June 20	Thursday, June 29	Tuesday, July 04	Thursday, July 06	Tuesday, July 11

2017 BCC Meetings Schedule

BCC Meetings are held the 2nd and 4th Tuesday of every month at 9:00 am in the Commission Chambers Room 119

Pre Agenda Meetings are held the Thursday prior to the BCC meeting at 1:30 pm in Room B106 unless noted.

<u>DEPARTMENTAL ITEMS</u> <u>WORKFLOW SUBMITTED IN</u> <u>NOVUS COMPLETE & ITEMS</u> <u>APPROVED BY DEPARTMENT</u> <u>DIRECTOR</u> <u>BY 4:50 P.M.</u>	<u>ALL</u> <u>APPROVALS</u> <u>COMPLETED</u> <u>1 WEEK PRIOR TO</u> <u>PRE AGENDA</u>	<u>NOVUS AGENDA</u> <u>POSTED TO WEB</u> <u>AVAILABLE</u> <u>TO BOARD AND</u> <u>PUBLIC ONE WEEK</u> <u>PRIOR TO MEETING</u>	<u>PRE AGENDA</u> <u>DATES</u> <u>Room B-106, 1:30 PM</u>	<u>MEETING</u> <u>DATES</u> <u>Room 119, 9:00 AM</u>
Tuesday, July 04	Thursday, July 13	Tuesday, July 18	Thursday, July 20	Tuesday, July 25
Tuesday, July 18	Thursday, July 27	Tuesday, August 04	Thursday, August 03	Tuesday, August 08
Tuesday, August 04	Thursday, August 10	Tuesday, August 16	Thursday, August 17	Tuesday, August 22
Tuesday, August 22	Thursday, August 31	Tuesday, September 05	Thursday, September 07	Tuesday, September 12
Tuesday, September 05	Thursday, September 14	Tuesday, September 19	Thursday, September 21	Tuesday, September 26
Tuesday, September 19	Thursday, September 28	Tuesday, October 03	Thursday, October 05	Tuesday, October 10
Tuesday, October 03	Thursday, October 12	Tuesday, October 17	Thursday, October 19	Tuesday, October 24
Tuesday, October 24	Thursday, November 02	Tuesday, November 07	Thursday, November 09	Tuesday, November 14
Tuesday, November 07	Thursday, November 16	Tuesday, November 21	Monday, November 27	Tuesday, November 28
Tuesday, November 21	Thursday, November 30	Tuesday, December 05	Thursday, December 07	Tuesday, December 12
Tuesday, December 05	Thursday, December 14	Tuesday, December 19	Thursday, December 14	Tuesday, December 26



Charlotte County Grant Pre-Application Risk Assessment Form

Application Deadline to Agency: N/A	Date: 8-31-17
Contact for Application: Lucienne Pears	Department: Charlotte County EDO
Title: Director	Phone Number: 941-764-4945

List staff that will be assigned to work with grant if awarded:

Grant Coordinator: Kay Tracy	Fiscal Contact: TBD (Pam Kirchner)
Title: Redevelopment Coordinator	Title: Financial Manager
Department: EDO	Department: Fiscal

Funding and Programmatic Analysis:

Grant Program Name: Workforce Training Grant Proposal			
General Purpose of Grant: Workforce Development			
Awarding Agency: DEO	Federal pass-through? <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No If YES, identify federal source:		
Amount of grant funding: \$500,000	Multi-year: Year 1 <input checked="" type="checkbox"/> Year 2 <input type="checkbox"/> Year 3 <input type="checkbox"/>		
Proposed award period of performance (m/d/yy): FROM 2017 THROUGH 2018			
Special Requirements or Conditions: (i.e. legal requirements, prohibitions, etc.) NONE			
Where will funds be budgeted? <input type="checkbox"/> Capital <input checked="" type="checkbox"/> Operating			
Cost share/match requirements? <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No		If yes, amount or percentage: 0%	
Identify type and source(s) of cost share/match (i.e. cash, in-kind, donation, other) Type and Source(s): Charlotte County Economic Development Office / in-kind staff time Fat Point Brewery / \$50,000 cash FSW and WMU / in-kind and staff time			

Reporting Frequency	Programmatic: <input checked="" type="checkbox"/> X	Financial:
Estimated staff time required for application and during grant period:	Programmatic: 200 hours	Financial:
List job title(s) and quantity	Redevelopment Coord - 1	

Has the County received this grant before? <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No	If yes, number of years:
If yes, list any changes in reporting or program requirements:	

Will this grant project be part of an existing or new Capital Improvement Project? <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No
If yes, CIP Project Name:

Describe any program income considerations: NONE



Charlotte County Grant Pre-Application Risk Assessment Form

Does application involve purchasing land, facilities, or equipment individually valued over \$5,000? Yes No
List:

List any future costs related to grant project including maintenance, on-going contractual costs, replacement costs, or any other operating costs.

Estimated annual recurring costs: \$0

Does grant fund any staff positions? Yes No If yes, list position(s) and quantity:

Are administrative fees allowed? Yes No If yes, maximum allowed:

Are indirect costs allowed? Yes No

If yes, County has elected to use the de minimis indirect cost rate of 10% for federal grant awards.

List any restrictions: N/A

Amount of administrative fees or indirect costs included in this grant proposal: NONE

Does application involve County being a pass-through entity to a subrecipient(s)? Yes No

Describe staff knowledge (or planned training) on programmatic requirements, and any applicable subrecipient monitoring for the grant:

County Staff has experience facilitating the first phase of a multi-phased effort to work with WMU and FSW through their Aviation Programs. County Staff will oversee the sub-recipient activities of the grant per a MOU signed by the P3. The workforce grant funding will primarily pay for the retro-fitting at the Fat Point Brewery facility for the students' classroom space, additional parking space and culinary equipment.

Does grant project require partner agency participation (MOU)? Yes No

Describe how the grant aligns with the strategic priorities of the County:

The grant aligns with the County's Strategic Plan priority of creating a business climate that promotes a diversified, growing economy consistent with established growth management plans and enhanced quality of life. Strengthen education options for a needed skilled workforce. This is the second phase of a multi-phased effort to work with WMU and FSW with their programs.

Describe how the grant aligns with the Department's mission and goals:

The grant aligns with the department's mission and goals through the development and promotion of certificate opportunities, training in the trades, college 2-year and 4-year degrees, on the job training, and second career or part-time opportunities for retired individuals.

Document the need for this project/service. Is there possible duplicative services already in the community?

There is no duplication of this kind in Charlotte County.

Describe the sustainability/program continuation after grant period ends:

This is a catalyst project that brings together the collaboration between FSW, WMU, Charlotte County and private manufacturers in the beverage and culinary sectors throughout Florida, in the region, and locally with Fat Point Brewery. This opportunity for training will provide skills for employees, and workers for employers throughout the region and state for an indefinite period of time.

Signatures for Review:



Charlotte County Grant Pre-Application Risk Assessment Form

Department Director <i>Lucienne S.</i>	Fiscal Services	Grant Compliance
Date: <i>9/21/17</i>	Date:	Date: