



**Florida Department of Education  
Project Award Notification**

<b>1 PROJECT RECIPIENT</b> Hamilton County School District	<b>2 PROJECT NUMBER</b> 240-2120B-0CB01	
<b>3 PROJECT/PROGRAM TITLE</b> Title I, Part A - Improving the Academic Achievement of the Disadvantaged  <b>TAPS 20A001</b>	<b>4 AUTHORITY</b> <b>84.010A Title I, Part A, Basic USDE or Appropriate Agency</b>  FAIN#: S010A190009	
<b>5 AMENDMENT INFORMATION</b> Amendment Number: 1 Type of Amendment: Certification of Roll Forward Effective Date: 03/16/2020	<b>6 PROJECT PERIODS</b>  Budget Period: 07/01/2019 - 06/30/2020 Program Period: 07/01/2019 - 06/30/2020	
<b>7 AUTHORIZED FUNDING</b> Current Approved Budget: \$966,282.00 Amendment Amount: Estimated Roll Forward: Certified Roll Amount: \$391,698.24 Total Project Amount: \$1,357,980.24	<b>8 REIMBURSEMENT OPTION</b> Federal Cash Advance	
<b>9 TIMELINES</b> <ul style="list-style-type: none"> <li>Last date for incurring expenditures and issuing purchase orders: <u>06/30/2020</u></li> <li>Date that all obligations are to be liquidated and final disbursement reports submitted: <u>08/20/2020</u></li> <li>Last date for receipt of proposed budget and program amendments: <u>05/31/2020</u></li> <li>Refund date of unexpended funds; mail to DOE Comptroller, 325 W. Gaines Street, 944 Turlington Building, Tallahassee, Florida 32399-0400:</li> <li>Date(s) for program reports:</li> <li>Federal Award Date : <u>07/01/2019</u></li> </ul>		
<b>10 DOE CONTACTS</b> Program: Sonya Morris Phone: (850) 245-9614 Email: <a href="mailto:Sonya.Morris@fldoe.org">Sonya.Morris@fldoe.org</a> Grants Management: Unit A (850) 245-0496	<b>Comptroller Office</b> Phone: (850) 245-0401	<b>Duns#: 121892491</b> <b>FEIN#: F596000629013</b>
<b>11 TERMS AND SPECIAL CONDITIONS</b> <ul style="list-style-type: none"> <li>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.</li> <li>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.</li> <li>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.</li> </ul>		
<b>12 APPROVED:</b>   Authorized Official on behalf of Richard Corcoran Commissioner of Education		 FLORIDA DEPARTMENT OF <b>EDUCATION</b> fldoe.org

DOE-200  
Revised 07/15

**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 AMENDMENT REQUEST

OFFICE OF GRANTS MANAGEMENT  
 2020 APR 16 AM 11:24  
 RECEIVED

<b>Please return to:</b> Florida Department of Education Office of Grants Management Room 332 Turlington Building 325 West Gaines Street Tallahassee, Florida 32399-0400 Telephone: (850) 245-0496	<b>A) Agency Name:</b>  <p style="text-align: center;"><b>Hamilton County School District</b> ✓</p>	<b>DOE USE ONLY</b>  Date Received
--	---	--

<b>B) Program Name:</b> <u>Title I Part A Improving Basic Programs</u> ✓  <b>TAPS Number:</b> <u>20A001</u> ✓	<b>Project Number (DOE Assigned)</b>  <p style="text-align: center;"><b>240-2120B-0CB01</b> ✓</p>
---	---

<b>C) Amendment Type</b>  <input type="checkbox"/> Program <input checked="" type="checkbox"/> Budget  <b>Amendment Number:</b> <u>1</u> ✓	<b>D) Amendment Request Contact Information</b> <table border="1" style="width: 100%; border-collapse: collapse;"> <tr> <td style="width: 60%; padding: 5px;"> <b>Contact Name:</b> Phyllis Porter         </td> <td style="width: 40%; padding: 5px;"> <b>Telephone Numbers:</b> 386-792-7807 ✓         </td> </tr> <tr> <td style="padding: 5px;"> <b>Mailing Address:</b> 5683 U.S Highway 129 South, Ste. 1 Jasper, FL 32052         </td> <td style="padding: 5px;"> <b>E-mail Addresses:</b> Phyllis.Porter@hamiltonfl.com         </td> </tr> </table>	<b>Contact Name:</b> Phyllis Porter	<b>Telephone Numbers:</b> 386-792-7807 ✓	<b>Mailing Address:</b> 5683 U.S Highway 129 South, Ste. 1 Jasper, FL 32052	<b>E-mail Addresses:</b> Phyllis.Porter@hamiltonfl.com
<b>Contact Name:</b> Phyllis Porter	<b>Telephone Numbers:</b> 386-792-7807 ✓				
<b>Mailing Address:</b> 5683 U.S Highway 129 South, Ste. 1 Jasper, FL 32052	<b>E-mail Addresses:</b> Phyllis.Porter@hamiltonfl.com				

**E) Required Signature and Certification**

I, Rex L. Mitchell, 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 amendment 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.

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 amendment.

 Signature of Agency Head	<u>Superintendent</u> Title	<u>3/10/20</u> Date
------------------------------	--------------------------------	------------------------

**F) Narrative**

Hamilton County School District is applying to decrease project by \$59.00 to adjust 2019 allocation to \$966,223.00. Increase Title I, Pt A by \$141,698.24 as a result of the approved roll-forward of \$391,757.24. Additional funds will be used to support Title I schools. These funds will be in Set-Aside Code I for 2018-2019 Roll Forward. 5100 369 Technology Related Rentals for licenses for classroom use to supplement math, reading and writing education 5100 510 are supplemental supplies to create STEM to STEAM. Increase Increase 6300 510 for supplemental supplies for support to Title I schools. Increase 6300 519 ink cartridges, battery back-up. Increase 6300 643 and 6300 644 to purchase laptop or desktop computer, printers and scanners to support Title I schools. Increase 6300 330 for Instructional and Paraprofessional staff to attend Professional Development. Increase 6400 510 supplemental materials and supplies for professional development Additional funds will be used to support Title I schools.



# FLORIDA DEPARTMENT OF EDUCATION BUDGET AMENDMENT NARRATIVE FORM

**REVISED**

A) Hamilton County School District  
District/Agency Name

B) 240-2120B-0CB01 /20A001  
Project Number/TAPS Number

C) 1  
Amendment Number

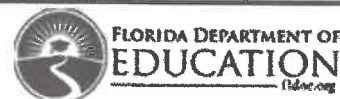
D) Total Project Amount Currently Approved \$1,216,282.00 ✓  
E) Total Project Amount resulting from this Budget Amendment \$1,357,980.24 ✓

F) Line Item Description

Function	Object	Account Title and Narrative	FTE	Amount Increase	Amount Decrease
5100	369	Technology-Related Rentals- Licenses for Curriculum Associates \$45,100.00 and Write Score \$4,700.00, Write Good \$500.00. Kobo licenses for eReaders 10x100=\$1,000.00. Applications for desktop and mobile devices (1). Budget line 35 (Code I)		51,300.00	
5100	510	Supplies- Remove funding from this line to adjust budget to 2020 allocation. Budget line 38 (Code N/A)			59.00
5100	510	Supplies- Supplemental Materials and Supplies for STEM to STEAM program; packets of supplemental materials and supplies for home use to meet Instructional Continuity Plan \$10x500=\$5,000. Water colors \$40x100=\$400, art paper \$10x100=\$1,000, brushes \$8x100=\$800, markers \$5.50x100=\$550, canvases \$36.71x2= \$73.43, Lego Robotic Kits \$25x100= \$2,500, replacement supplemental books for Leveled Literacy Intervention \$6,900 x 6=\$41,400 (1,3,10) District Budget line 42 (Code I)		51,702.43	
5100	519	Technology-Related Supplies- Supplemental eBooks-\$500. Kobo cases for eReaders \$40x25=\$1,000.00, USB flash drives\$25.00x10=\$250.00, New Budget Line 44 (Code I)		1,750.00	
5100	644	Computer-Hardware Non-Capitalized- Purchase \$206x35=\$7,210.00 ChromeBooks for supplemental use for virtual programs to meet ICP. Budget Line 51. (Code I)		7,210.00	
5100	649	Technology-Related Noncapitalized Furniture, Fixtures and Equipment- Kobo Space Libra H2O eReader for check out and take home use \$170x25=\$4,250.00. New Budget Line 53 (Code I)		4,250.00	
6300	110	Administrator- Coordinator of Special Services to Title I Part A development and management salary increase (1) District, (No FTE change) Budget line 85 (Code I)		1,217.00	
6300	359	Technology-Related Repairs and Maintenance- McCrimmons Company service the copiers and copy use \$250 per month (Title I owned equipment). New Budget line 108 (Code I)		2,500.00	
<b>Total</b>				<b>See Pg 2</b>	<b>See Pg 2</b>

DOE 151

Revised January 2017 Richard Corcoran, Commissioner



# FLORIDA DEPARTMENT OF EDUCATION BUDGET AMENDMENT NARRATIVE FORM

**REVISED**

A) Hamilton County School District  
District/Agency Name

B) 240-2120B-0CB01 /20A001  
Project Number/TAPS Number

C) 1  
Amendment Number

D) Total Project Amount Currently Approved  
\$1,216,282.00 ✓

E) Total Project Amount resulting from this Budget Amendment  
\$1,357,980.24 ✓

F) Line Item Description

Function	Object	Account Title and Narrative	FTE	Amount Increase	Amount Decrease
6300	510	Supplies- for use by federal program office for working with Title I schools; paper \$30x15= \$450, pens \$12 x 5=\$60, pencils \$10x5= \$50, highlighters \$10x5=\$50, binders \$20X3= \$60, file folders \$25X6=\$150, staplers \$10 x 3=\$30, electric pencil sharpener \$30, planners \$40 x 2= \$80. (1) District Budget Line 114 (Code I).		1,000.00	
6300	519	Technology-Related Supplies- Ink cartridges for printers \$65x15=\$975.00, mouse for computer \$12.50x2=\$25.00 for Federal Programs office for working with Title I schools. Line 115 (Code I)		1,000.00	
6300	643	Capitalized Hardware and Technology-Related Infrastructure- Laptop or desktop computers\$1,000x2= \$2,000, printer \$350.00, ScanSnap \$500.00x2=\$1,000.00, calculator \$100, 3 battery back-ups \$282.81 in Federal Programs office to provide support to Title I schools. New Budget line 121 (Code I)		3,732.81	
6300	644	Computer Hardware Non-Capitalized (999 and less) 2 monitors \$300, (12) District Budget Line 122 (Code I)		300.00	
6400	510	Supplies- supplemental materials and supplies for professional learning/professional development books \$50x50= \$2,500.00, flip charts \$42x20=\$840.00, markers \$20x20=\$400.00, dry erase markers\$20x40= \$800.00, pens \$10x20=\$200, papers \$30x10=\$300.00, pencils \$10x30=\$300.00, art supplies kit \$45x50= \$2,250.00, containers for teachers for classroom materials \$30x20=\$600.00. New budget line 145 (Code I)		5,300.00	
7200	792	Indirect Cost- Indirect Cost 9.07% Budget line 157 (Code I)		10,495.00	✓
<b>Total</b>				<b>\$141,757.24</b> ✓	<b>\$ 59.00</b> ✓



**State Board of Education**

Andy Tuck, *Chair*  
Marva Johnson, *Vice Chair*  
*Members*  
Ben Gibson  
Tom Grady  
Michael Olenick  
Ryan Petty  
Joe York

Richard Corcoran  
Commissioner of Education

**MEMORANDUM**

**TO:** Mr. Micheal Vinson  
Hamilton County School Board

**FROM:** Matt Kirkland 

**DATE:** February 10, 2020

**SUBJECT:** Title I, Part A, Basic, State Fiscal Year 2020 Roll Forward Funds (240-2120B-OCB01)

FOR YOUR INFORMATION, below are the 2019 roll forward and 2020 project funds for Title I, Part A.

2019 Total Available Funds	1,243,733.27	
2019 Expenditures (DOE399)	<u>-851,976.03</u>	
2019 Unexpended Balance		391,757.24
2020 FLAGS Expenditures (July-Sept)	<u>-272,978.41</u>	
Balance		118,778.83
15% Roll Limit of Adjusted Allocation		144,760.20
Balance does not exceed 15% cap		
<b>Approved 2019 Roll Forward</b>		<b>391,757.24</b>
2020 Allocation		<u>966,282.00</u>
Adjustment		-59.00
<b>Total Funds Available for 2020</b>		<b>1,357,980.24</b>

If the total Fiscal Year 2020 funds available (above) is equal to or less than the project amount in the 2020 project award notification, then by receipt of this letter the authority to encumber and/or expend up to the total Fiscal Year 2020 funds available is now effective. (The project amount cannot exceed the total Fiscal Year 2020 funds available.)

If the total Fiscal Year 2020 funds available are greater than the project amount in the 2020 project award notification and you wish to utilize those additional funds, a budget amendment must be requested to increase the project to the total Fiscal Year 2020 funds available. Budget amendments are requested using form DOE-150 and DOE-151. The amount of the total Fiscal Year 2020 funds available that exceeds the project amount in the 2020 project award notification may not be encumbered or expended prior to the approval of a budget amendment and receipt of a revised 2020 project award notification.

If there are any questions regarding this roll forward, please contact Jacob Brown at (850) 245-9166.

Suzanne Pridgeon  
Deputy Commissioner, Finance and Operations