


**Florida Department of Education
Project Award Notification**

1 PROJECT RECIPIENT Suwannee County School District	2 PROJECT NUMBER 610-2174A-4CF01
3 PROJECT/PROGRAM TITLE Title I Part C Education of Migratory Children <p align="center">TAPS 14A022</p>	4 AUTHORITY 84.011A Title I, Part C, Migrant
5 AMENDMENT INFORMATION Amendment Number: Type of Amendment: Effective Date:	6 PROJECT PERIODS Budget Period: 07/01/2013 - 08/31/2014 Program Period: 07/01/2013 - 08/31/2014
7 AUTHORIZED FUNDING Current Approved Budget: \$ 346,074.00 Amendment Amount: Estimated Roll Forward: Certified Roll Amount: Total Project Amount: \$ 346,074.00	8 REIMBURSEMENT OPTION Federal Cash Advance
9 TIMELINES <ul style="list-style-type: none"> Last date for incurring expenditures and issuing purchase orders: 08/31/2014 Date that all obligations are to be liquidated and final disbursement reports submitted: 10/20/2014 Last date for receipt of proposed budget and program amendments: 07/31/2014 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: 	
10 DOE CONTACTS Program: Carol Gagliano Phone: (850) 245 - 0709 Email: Carol.Gagliano@fldoe.org Grants Management: Unit A (850) 245-0496 <p align="center">Comptroller's Office (850) 245-0401</p>	11 DOE FISCAL DATA DBS: 40 90 20 EO: C4 Object: 720035
12 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. For federal cash advance projects, monthly expenditures must be submitted to the Comptroller's Office by the 20th of each month for the preceding month's disbursements utilizing the On-Line Disbursement Reporting System. 	
13 APPROVED: <div style="display: flex; justify-content: space-between;"> <div data-bbox="126 1732 776 1862"> <p><i>Sonya H. Morris</i> _____ Authorized Official on behalf of Pam Stewart Commissioner of Education</p> </div> <div data-bbox="893 1732 1201 1837"> <p>8/27/13 _____ Date of Signing</p> </div> <div data-bbox="1312 1591 1523 1801" style="text-align: center;">  </div> </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 of Expenditures – Payment made upon submission of documented allowable expenditures.
 - 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 DOE Fiscal Data: A unique payment number assigned by the Department of Education.
- 12 Terms and Special Conditions: Listed items apply to this project. (Additional space provided on Page 2 of 2 if needed.)
- 13 Approved: Approval signature from the Florida Department of Education and the date signature was affixed.

**FLORIDA DEPARTMENT OF EDUCATION
PROJECT APPLICATION**

TAPS:
1. 14A022

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) Name and Address of Eligible Applicant:

Suwannee County District School Board
702 2ND ST NW
LIVE OAK, FL 32064

DOE USE ONLY

Date Received

BUREAU OF GRANTS MANAGEMENT
2013 JUN 17 PM 2:49

RECEIVED

B) Applicant Contact Information

Contact Name: Lila Goodgame Udell

Telephone Number: 386-647-4638 Ext: 4638

Mailing Address: 702 2nd St NW Live Oak, FL

Fax Number: 386-364-2535

E-mail Address: ludell@suwanneeschools.org

Programs

C) Program Name:	Project Number: (DOE Assigned):	D) Total Funds Requested:	Total Approved Funds (DOE USE ONLY):
1. Title I, Part C: Education of Migratory Children 2013-2014	610-2174A-4CF01	\$246,587.00	\$ 346,074.00

CERTIFICATION

I, Jerry A. Scarborough do hereby certify that all facts, figures, and representations made in this application are true, correct, and consistent with the statement of general assurances and specific programmatic assurances for this project. 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.

E) Jerry A. Scarborough
Signature of Agency Head

6-13-13
Date



**FLORIDA DEPARTMENT OF EDUCATION
BUDGET DESCRIPTION FORM -
Title I, Part C: Education of Migratory Children 2013-2014**

A) NAME OF ELIGIBLE RECIPIENT: **Suwannee County District School Board**
B) Project Number (DOE USE ONLY): **610-2174A-4CF01**

E) TAPS Number 14A022

count	Activity	Function	Object	Account Title and Description	FTE	Amount
1	Activity #1, 2 & 3: (Instructional) Indicators 1.4, 1.6, 1.12, and 1.13 Activity #3: (Instructional) Indicators: 5.3 and 5.9	5100	150	<u>Aides Paraprofessionals</u> - Four full time (1 each: SPS (WN), SES (JM) SIS (EC) to provide direct services to migrant students and their instructors 1 @ SHS (MR) to provide support to migrant students, assist with translation services for PASS and district-approved curriculum. Salaries based upon Collective Bargaining Agreement)	4.000	\$78,134.91
2	Activity #1, 2 & 3: (Instructional) Indicators 1.4, 1.6, 1.12, and 1.13 Activity #3: (Instructional) Indicators: 5.3 and 5.9	5100	210	<u>Retirement</u> Retirement	0.000	\$5,430.38
3	Activity #1, 2 & 3: (Instructional) Indicators 1.4, 1.6, 1.12, and 1.13 Activity #3: (Instructional) Indicators: 5.3 and 5.9	5100	220	<u>Social Security</u> Social Security	0.000	\$4,844.36
4	Activity #1, 2 & 3: (Instructional) Indicators 1.4, 1.6, 1.12, and 1.13 Activity #3: (Instructional) Indicators: 5.3 and 5.9	5100	221	Medicare	0.000	\$1,132.96
5	Activity #1, 2 & 3: (Instructional) Indicators 1.4, 1.6, 1.12, and 1.13 Activity #3: (Instructional) Indicators: 5.3 and 5.9	5100	230	<u>Group Insurance</u> Group Insurance	0.000	\$16,256.00
6	Activity #1, 2 & 3: (Instructional) Indicators 1.4, 1.6, 1.12, and 1.13 Activity #3: (Instructional) Indicators: 5.3 and 5.9	5100	240	<u>Workers Compensation</u> Workers Compensation	0.000	\$2,064.00
7	Activity #1, 2, 3: (Instructional) Indicators: 1.4, 1.6, 1.12, 1.13, 5.3 & 5.9	5100	510	<u>Supplies</u> Supplies Supplies - for K-12 and OSY; to include, but not be limited to: pencils, notebooks, education enhancement products, pens, paper, glue, pocket folders, binders, fiction and non-fiction books, dictionaries	0.000	\$5,734.78

8	Activity 1 - (Pre-K) Indicators: 1.10	5500	150	<u>Aides</u> Paraprofessional - 1 part-time paraprofessional to make home visits to support the MEP; educate parents about the school system and assist families in enrolling in school; and to provide direct services to migrant students and their instructors; will be unique to the school readiness program. (15 hrs. p/week, 34 weeks, up to \$15 p/hour) Salary based upon Collective Bargaining Agreement,	0.330	\$7,650.00
9	Activity #1: (Pre-K) Indicators: 1.101.10	5500	220	<u>Social Security</u> Social Security	0.000	\$474.30
10	Activity #1: (Pre-K) Indicators: 1.101.10	5500	221	Medicare	0.000	\$110.93
11	Activity #1: (Pre-K) Indicators: 1.10 1.10	5500	510	<u>Supplies</u> Supplies Supplies for Pre-K migrant students: paper, pencils, crayons, notebooks, and other school supplies as needed	0.000	\$750.00
12	Activity #1: (Pre-K) Indicators: 1.101.10	5500	730	<u>Dues and Fees</u> Dues and Fees Dues and Fees - for VPK migrant students. Funds will only be used when other local sources have been exhausted. Rate is equal to 3 year olds - \$55 per week 4 year olds - \$35 per week; average 29 weeks, four 4 year olds and three 3 year olds	0.000	\$8,300.00
13	Activity #1, 2, 3: (Advocacy/OSY/ID&R) Indicators: 1.4, 1.6, 1.12, 1.13, 5.3 & 5.9	6100	160	<u>Other Support Personnel</u> Other Support Personnel - 1 full time, 12-month Migrant Advocate (NJ) to provide direct services to migrant students. One temporary, hourly person as a Migrant Recruiter (MG). This person will work from March through June, 2014 with parents and OSY. In addition, this person will work during the months of October & November 2013 to assist the Migrant Advocate with interviews of our migrant population, per Federal law and in compliance with program goals. (up to \$17 per hour: Oct. & Nov-8 weeks @ 20 hrs/wk; March-June - 18 weeks @ 35 hrs/wk Salary based upon Collective Bargaining Agreement.	1.330	\$43,292.00
14	Activity #1: (Pre-K) Indicators: 1.10 1.10	6100	210	<u>Retirement</u> Retirement	0.000	\$2,075.41
15	Activity #1, 2, 3: (Advocacy/OSY/ID&R) Indicators: 1.4, 1.6, 1.12, 1.13, 5.3 & 5.9	6100	220	<u>Social Security</u> Social Security	0.000	\$2,684.10
16	Activity #1, 2, 3: (Advocacy/OSY/ID&R) Indicators: 1.4, 1.6, 1.12, 1.13, 5.3 & 5.9	6100	221	Medicare	0.000	\$627.73
17	Activity #1, 2, 3: (Advocacy/OSY/ID&R) Indicators: 1.4, 1.6, 1.12, 1.13, 5.3 & 5.9	6100	230	<u>Group Insurance</u> Group Insurance	0.000	\$4,064.00
18	Activity #1: (Pre-K) Indicators: 1.10 1.10	6100	240	<u>Workers Compensation</u> Workers Compensation	0.000	\$516.00

19	Activity #1, 2, 3: (Advocacy/OSY/ID&R) Indicators: 1.4, 1.6, 1.12, 1.13, 5.3 & 5.9	6130	310	<u>Professional and Technical Services</u> Professional & Technical Services - School Physicals for MEP students as needed	0.000	\$600.00
20	Activity #1, 2, 3: (Parent Involvement) Indicators: 1.4, 1.6, 1.12, 1.13, 5.3 & 5.9	6150	510	<u>Supplies</u> Parent Involvement supplies - ink cartridges, pamphlet, paper, instructional materials, food. Parent participation events such as monthly Parent Involvement meetings; Parent Involvement classes including lessons for checking students' grades online, basic study skills for children, how to access free tutoring services for K-12, and how to obtain assistance from teachers and other school personnel.	0.000	\$1,000.00
21	Activity #1, 2, 3: (Program Admin) Indicators: 1.4, 1.6, 1.12, 1.13, 5.3 & 5.9	6300	116	Administrator - (KR) 1 full-time Curriculum Coordinator Specialist to work collaboratively with guidance counselors and families to ensure graduation, promotion, college and/or vocational advancement. Salary per Collective Bargaining Agreement.	1.000	\$61,286.40
22	Activity #1, 2, 3: (Program Admin) Indicators: 1.4, 1.6, 1.12, 1.13, 5.3 & 5.9	6300	160	<u>Other Support Personnel</u> Other Support Personnel Other Support Personnel - (JT) Migrant coordinator to include, but not be limited to: Survey 5, services to students, Evaluation Report, Focus data base reporting, Upload records to DOE, monitoring paperwork, parent involvement meetings, inventory control, etc. Salary per Collective Bargaining Agreement.	1.000	\$31,965.15
23	Activity #1, 2, 3: (Program Admin) Indicators: 1.4, 1.6, 1.12, 1.13, 5.3 & 5.9	6300	210	<u>Retirement</u> Retirement	0.000	\$6,480.98
24	Activity #1, 2, 3: (Program Admin) Indicators: 1.4, 1.6, 1.12, 1.13, 5.3 & 5.9	6300	220	<u>Social Security</u> Social Security	0.000	\$5,781.60
25	Activity #1, 2, 3: (Program Admin) Indicators: 1.4, 1.6, 1.12, 1.13, 5.3 & 5.9	6300	221	Medicare	0.000	\$1,352.15
26	Activity #1, 2, 3: (Program Admin) Indicators: 1.4, 1.6, 1.12, 1.13, 5.3 & 5.9	6300	230	<u>Group Insurance</u> Group Insurance	0.000	\$8,128.00
27	Activity #1, 2, 3: (Program Admin) Indicators: 1.4, 1.6, 1.12, 1.13, 5.3 & 5.9	6300	240	<u>Workers Compensation</u> Workers Compensation	0.000	\$1,032.00
28	Activity #1, 2, 3: (Program Admin) Indicators: 1.4, 1.6, 1.12, 1.13, 5.3 & 5.9	6300	330	<u>Travel</u> Travel - vicinity mileage for curriculum coordinator specialist and migrant coordinator, parent advocate/recruiter; professional travel to include, but not be limited to, FMPAC, TESOL, I D & R Training, and other FLDOE meetings, as required.	0.000	\$8,052.36

Attendees may include 5 program staff:
 Curriculum Coordinator Specialist, Migrant
 Coordinator, Migrant Advocate/Recruiter,
 Program Fiscal Agent, and Program Director.
 Hotel charges, conference fees, per diems,
 and associated travel costs (for conferences
 and meetings) as mandated by the State

29	Activity #1, 2, 3: (Instructional) Indicators: 1.4, 1.6, 1.12, 1.13, 5.3 & 5.9	6300	360	<u>Rentals</u> Rentals - copier rental	0.000	\$3,000.00
30	Activity #1, 2, 3: (Instructional) Indicators: 1.4, 1.6, 1.12, 1.13, 5.3 & 5.9	6300	370	<u>Communications</u> Communications - cellular telephone and air cards usage for Migrant Curriculum Specialist, Migrant Recruiter, and Migrant Other Personnel while "in the field" with program participants, Air Card will enable MEP staff to access student grade book, FOCUS, and assist families with meeting student needs.	0.000	\$3,400.00
31	Activity #1, 2, 3: (Program Admin) Indicators: 1.4, 1.6, 1.12, 1.13, 5.3 & 5.9	6300	450	<u>Gasoline</u> Fuel fro MEP vehicle	0.000	\$1,700.00
32	Activity #1, 2, 3: (Program Admin) Indicators: 1.4, 1.6, 1.12, 1.13, 5.3 & 5.9	6300	510	<u>Supplies</u> Supplies Supplies - for curriculum coordinator specialist and migrant coordinator such as copy paper, pens, pencils, file folders, labels, toner, etc..	0.000	\$500.00
33	Activity #1, 2, 3: (Program Admin) Indicators: 1.4, 1.6, 1.12, 1.13, 5.3 & 5.9	6300	540	<u>Oil and Grease</u> Oil & Grease - Preventive maintenance for MEP vehicle	0.000	\$500.00
34	Activity #1, 2, 3: (Program Admin) Indicators: 1.4, 1.6, 1.12, 1.13, 5.3 & 5.9	6300	550	<u>Repair Parts</u> Repairs - Parts & Labor for MEP vehicle	0.000	\$500.00
35	Activity #1, 2, 3: (Program Admin) Indicators: 1.4, 1.6, 1.12, 1.13, 5.3 & 5.9	6300	560	<u>Tires and Tubes</u> Tires for MEP vehicle	0.000	\$400.00
36	Activity #1, 2, 3: (Program Admin) Indicators: 1.4, 1.6, 1.12, 1.13, 5.3 & 5.9	6300	590	<u>Other Materials and Supplies</u> Other Materials and Supplies	0.000	\$500.00
37	Activity #1, 2, 3: (Program Admin) Indicators: 1.4, 1.6, 1.12, 1.13, 5.3 & 5.9	6300	641	<u>Furniture, Fixtures and Equipment Capitalized</u> Furniture, Fixtures and Equipment Capitalized: Office furniture for MEP such as lateral filing cabinets and executive desk. Any purchase will have a cost analysis done and will be reasonable and necessary to meet program needs.	0.000	\$750.00
38	Activity #1, 2, 3: (Program Admin) Indicators: 1.4, 1.6, 1.12, 1.13, 5.3 & 5.9	6300	642	<u>Furniture, Fixtures and Equipment Non- Capitalized</u> Furniture, Fixtures and Equipment Non-Capitalized: Office furniture for MEP such as bookcases, office chairs, bulletin boards, copier table. Any purchase will have a	0.000	\$750.00

				cost analysis done and will be reasonable and necessary to meet program needs.		
39	Activity #1, 2, 3: (Program Admin) Indicators: 1.4, 1.6, 1.12, 1.13, 5.3 & 5.9	6300	643	<u>Computer Hardware Capitalized</u> Computer Hardware Capitalized: Laptop and other hardware for Migrant Curriculum Specialist who works closely with secondary families to help them understand graduation strategies and goals planning for college or vocational studies. Migrant Curriculum Specialist holds meetings at various locations and needs the portability of a laptop.	0.000	\$750.00
40	Activity #1, 2, 3: (Program Admin) Indicators: 1.4, 1.6, 1.12, 1.13, 5.3 & 5.9	6300	644	<u>Computer Hardware Non-Capitalized</u> Computer Hardware Non-Capitalized: Portable printer and other hardware for MEP Curriculum Specialist	0.000	\$750.00
41	Non-Capitalized Software Activity #1, 2, 3: (Program Admin) Indicators: 1.4, 1.6, 1.12, 1.13, 5.3 & 5.9	6300	692	<u>Computer Software Non-Capitalized</u> Non-Capitalized Software (to update software as needed)	0.000	\$750.00
42	Activity #1, 2, 3: (Program Admin) Indicators: 1.4, 1.6, 1.12, 1.13, 5.3 & 5.9	6300	751	Other Support Personnel: Student worker for assistance with administrative clerical duties, e.g. filing, copying, assembling info packets, laminating, etc.	0.000	\$2,500.00
43	Activity #1, 2, 3: (Professional Development) Indicators: 1.4, 1.6, 1.12, 1.13, 5.3 & 5.9	6400	124	Stipends - Professional Development: Stipends for participants of the above-described Learning Strategies - up to 10 district teachers (that have direct association with District's Migrant Education Program) to participate in professional development, paid at \$13 per hour: 34 days x 1 hours per day x \$13 per hour x 10 participants = \$4,420	0.000	\$1,500.00
44	Activity #1, 2, 3: (Professional Development) Indicators: 1.4, 1.6, 1.12, 1.13, 5.3 & 5.9	6400	124	Stipends - Professional Development: Instructor to develop and teach Learning Strategies after school to staff that have direct association with District's Migrant Education Program. To include Parent Involvement and Communication; State of Florida Professional Protocol System Component Identifier # 8-413-001. Strategies to professionally implement FL Sunshine State Standards into Parent involvement and Communication Content. Utilizing effective methods when communicating with parents verbally and in written form and to demonstrate strategies that engage parents in their child's education. Instructor to work 2 hours per day (1 hours instruction time, 1 hours pre and post session planning), 2 days per week, from January 2014 through April 2014 17 weeks, 34 days x 2 hours per day	0.000	\$1,000.00
45	Activity #1, 2, 3: (Professional Development) Indicators: 1.4, 1.6, 1.12, 1.13, 5.3 & 5.9	6400	220	<u>Social Security</u> Social Security	0.000	\$186.00

46	Activity #1, 2, 3: (Professional Development) Indicators: 1.4, 1.6, 1.12, 1.13, 5.3 & 5.9	6400	221	Medicare	0.000	\$43.50
47	Activity #1, 2, 3: (Professional Development) Indicators: 1.4, 1.6, 1.12, 1.13, 5.3 & 5.9	6400	330	<u>Travel</u> Travel - Professional Development: Annual Sunshine State Teachers of English to Speakers of Other Languages (SSTESOL) Conference: to send up to 18 instructors who teach Migrant students. To include conference registration fee, hotel fee, and per diem with travel reimbursement.	0.000	\$750.00
48	Activity #1, 2, 3: (Professional Development) Indicators: 1.4, 1.6, 1.12, 1.13, 5.3 & 5.9	6400	750	<u>Other Personal Services</u> Other Personnel Services Substitute for instructors while classroom instructor is attending SSTESOL Conference.	0.000	\$500.00
49	Indirect Cost Activity #1, 2, 3: (Program Admin) Indicators: 1.4, 1.6, 1.12, 1.13, 5.3 & 5.9	7200	790	<u>Miscellaneous Expenses</u> Indirect Cost - 4.75%	0.000	\$15,524.00 ✓
Totals:					7.660	\$346,074.00 ✓

DOE 101



Pam Stewart, Commissioner