


**Florida Department of Education  
Project Award Notification**

<b>1 PROJECT RECIPIENT</b> Putnam County School District	<b>2 PROJECT NUMBER</b> 540-2448B-8CCC3
<b>3 PROJECT/PROGRAM TITLE</b> 21st Century Community Learning Centers Program (21st CCLC) Statewide  <p align="right"><b>TAPS 18B030</b></p>	<b>4 AUTHORITY</b> <b>84.287C 21st CCLC NCLB, ATD, Title IV, Part B          USDE or Appropriate Agency</b>  <b>FAIN#:</b> S287C170009
<b>5 AMENDMENT INFORMATION</b> Amendment Number: Type of Amendment: Effective Date:	<b>6 PROJECT PERIODS</b>  Budget Period: 07/17/2017 - 07/31/2018 Program Period: 07/17/2017 - 07/31/2018
<b>7 AUTHORIZED FUNDING</b> Current Approved Budget:           \$85,000.00 Amendment Amount: Estimated Roll Forward: Certified Roll Amount: Total Project Amount:               \$85,000.00	<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: <span style="float: right;"><u>07/31/2018</u></span></li> <li>• Date that all obligations are to be liquidated and final disbursement reports submitted: <span style="float: right;"><u>09/20/2018</u></span></li> <li>• Last date for receipt of proposed budget and program amendments: <span style="float: right;"><u>05/30/2018</u></span></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 : <span style="float: right;"><u>07/01/2017</u></span></li> </ul>	
<b>10 DOE CONTACTS</b> <b>Program:</b> Kimberly Berry <b>Phone:</b> (850) 245-0821 <b>Email:</b> <a href="mailto:Kimberly.Berry@fldoe.org">Kimberly.Berry@fldoe.org</a> <b>Grants Management:</b> Unit B (850) 245-0496	<b>Comptroller Office</b> <b>Phone:</b> (850) 245-0401  <b>Duns#:</b> 969176312 <b>FEIN#:</b> F596000821003
<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> <li>• See page 2</li> </ul>	
<b>12 APPROVED:</b>  <div style="display: flex; justify-content: space-between;"> <div style="text-align: center;">   <hr/>           Authorized Official on behalf of Pam Stewart            Commissioner of Education         </div> <div style="text-align: center;"> <u>10/9/17</u>  <hr/>           Date of Signing         </div> <div style="text-align: right;">   <small>FLORIDA DEPARTMENT OF EDUCATION fldoe.org</small> </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 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.

**Terms and Special Conditions continued**

To ensure compliance with the Florida Department of Financial Services, Comptroller/Chief Financial Officer Memoranda Number(s) CFOM # 01 & 02, 2012-2013 the department will initiate amendments for project products and services as necessary. Please contact Angelia Rivers at (850) 245-0853, [Angelia.Rivers@fldoe.org](mailto:Angelia.Rivers@fldoe.org)

**Required Deliverables**

**All agencies are required** to submit all deliverables and evidence of activities as required to the 21<sup>st</sup> CCLC Program Office at the FDOE by the 15<sup>th</sup> of each month.

**Financial Consequences**

The Florida Department of Education's 21<sup>st</sup> CCLC Program Office shall periodically review the progress made on the activities and deliverables listed in the Project Deliverable and Invoice Form. If the applicant fails to meet and comply with the activities/deliverables (example: daily attendance numbers, amount of days and time of operation, required reporting, required submission of deliverables, proposed activities and/or proposed goals/objectives) established in the approved application, or to make appropriate progress on the activities and/or towards the deliverables, and they are not resolved within two weeks of notification, the 21<sup>st</sup> CCLC Program Office may approve a reduced payment, or request the applicant redo and resubmit the work, or terminate the project altogether.

**Subsequent award years**

The 21<sup>st</sup> CCLC program period is a maximum of five years contingent upon: (1) availability of funding from the USED; (2) satisfactory performance by the sub-grantee as evaluated by the FDOE; (3) submission of annual renewal documents as required by FDOE; (4) compliance with all grant requirements and conditions set forth within the most current RFP/RFA and supplements.

**DOE-200**

**Revised 07/15**