

## Contract

This Contract is made and entered into this 1<sup>st</sup> day of July 2022 by and between the Workforce Development Board of Flagler and Volusia Counties, Inc., d.b.a. CareerSource Flagler Volusia, (hereafter refer to as CareerSourceFV) a Florida private not-for-profit corporation, whose principal address is 329 Bill France Boulevard, Daytona Beach, Florida 32114, and Palm Coast-Flagler Regional Chamber of Commerce (hereafter referred to as Contractor), whose principal address is 145 City Pl. Ste 300, Palm Coast, Florida 32164.

### 1) Background

CareerSourceFV is the recipient of the Workforce Innovation and Opportunity Act Rural Initiatives specifically for Flagler County as a qualified county as defined as "economically distressed" in the State of Florida's Department of Economic Opportunity Rural Economic Development Initiative (REDI) Eligible Counties and Communities memo and as dispersed by CareerSource Florida. CareerSourceFV is also the recipient of Workforce Innovation and Opportunity Act Dislocated Worker funds, which may be used in accordance with CareerSource Florida Administrative Policy #114, Rapid Response Program Administration, for "ongoing engagement, partnership, and relationship-building activities with businesses in the community, in order to create an environment for successful layoff aversion efforts".

### 2) Purpose

The purpose of this Contract is for the Contractor to use the Rural Initiative and Workforce Innovation and Opportunity Act Dislocated Worker funds in a manner benefitting the economic condition of Flagler County through services and outreach to small businesses.

### 3) CareerSourceFV Responsibilities. CareerSourceFV will assign the necessary personnel and funds to provide the following:

- a) Work in collaboration to serve Flagler County businesses.
- b) Assign one point of contact for this Contract.
- c) Pay Contractor on a payment schedule upon receipt of completed monthly status reports.

### 4) Contractor Responsibilities. The Contractor will assign the necessary resources, including personnel, to provide the following:

- a) Complete deliverables as outlined, including working in collaboration with CareerSourceFV to serve Flagler County small businesses
- b) Submit monthly invoices no later than 15 days
- c) Assign one point of contact for this Contract

### 5) Payment Schedule. The total amount available through this Contract is Fifty Thousand Dollars (\$50,000). The Contractor may be reimbursed for costs as outlined here:

#### Small Business Boot Camp

The Contractor may be reimbursed up to \$2,500 for a speaker series for small business/home-based business and entrepreneurs. This cost is based upon an average of \$250 per speaker.

#### Business Expo

The Contractor may be reimbursed up to \$9,000 for a second annual Small Business expo. Costs incurred here may include outreach, facility and law enforcement fees, and costs generally associated with drawing a crowd. Food and beverage are not allowed costs.

#### Startup Expo

The Contractor may be reimbursed up to \$9,000 for an expo, specifically targeting potential and new startups in Flagler County, to introduce various city departments and community resources, such as SCORE and SBDC.

#### Mentorship

The Contractor may be reimbursed up to \$5,000, either directly or through a third party, to provide mentorship and support for small business in Flagler County.

#### Outreach

The Contractor may be reimbursed up to \$12,500 for outreach for all activities supported through this initiative.

The Contractor will be reimbursed for these costs upon receipt of invoice and documentation for costs. A ten percent (10%) variance may occur between the activities with approval from CareerSourceFV prior to expenditure.

In addition to reimbursement for the costs listed above, the Contractor may earn up to \$12,000 for coordinating activities funded through this initiative. The Contractor will earn \$1,000 per month upon receipt of a detailed report outlining progress on these activities.

#### 6) Funding

As a condition precedent, this Contract is contingent upon the State of Florida receiving Workforce Innovation and Opportunity Act funds and the receipt of these funds by CareerSourceFV. CareerSourceFV is only a distributor of these funds and is not obligated further.

#### 7) Confidentiality

All Parties agree to observe the confidentiality provisions of their respective programs and regulations. All appropriate information will be shared only between the Parties.

#### 8) Contract Term, Amendment and Cancellation of Contract

9) Either CareerSourceFV or the Contractor may amend or cancel their involvement in this Contract as outlined in CareerSourceFV's terms and conditions. The Contract will end of June 30, 2023.

IN WITNESS WHEREOF, the parties hereto have executed this Contract as of the day and year first above written:

*Robin King*

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Signature of Authorized Official

*Greg Blosé*

\_\_\_\_\_  
Signature of Authorized Official

Robin R. King

\_\_\_\_\_  
Typed Name of Authorized Official

Greg Blosé

\_\_\_\_\_  
Typed Name of Authorized Official

President & CEO

\_\_\_\_\_  
Title of Authorized Official

President & CEO

\_\_\_\_\_  
Title of Authorized Official

*Jennifer Gosling*

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Witness

*Jennifer Gosling*

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Witness