



Florida Department of Agriculture and Consumer Services
Bureau of Finance and Accounting

**NOTICE OF FEDERAL FINANCIAL ASSISTANCE FUNDING OPPORTUNITY
REQUEST FOR APPLICATIONS**

NICOLE "NIKKI" FRIED
COMMISSIONER

CFR 200

Funding Opportunity Number 195FL360N8103

I. Overview

Recipient: Florida Department of Agriculture and Consumer Services (FDACS)

Funding Opportunity Title: 2019 USDA National School Lunch Program Equipment Assistance Grant for School Food Authorities

Announcement Type: Second Announcement for Request for Federal Financial Assistance Applications

Funding Opportunity Number: 195FL360N8103

Catalog of Federal Domestic Assistance (CFDA) Number: 10.579

Federal Agency Name: United States Department of Agriculture

Grant Period: October 1, 2019 – September 30, 2021

The information requested is pursuant to 2 CFR and the federal awarding agency statutory authority.

II. Federal Financial Assistance Funding Opportunity Description

The purpose of the equipment assistance grant is to address the infrastructure needs of eligible School Food Authorities (SFAs) in the National School Lunch Program (NSLP). These funds will be awarded through a competitive grant process to SFAs for the purchase of equipment to improve food safety, serve healthier school meals with emphasis on more fruits and vegetables, improve overall energy efficiency, and expand participation. Equipment requests may include new equipment, renovation of equipment, or replacement of equipment.

III. Eligibility Information

Qualified applicants are SFAs that participate in the NSLP. Priority will be given to high need schools (i.e., schools in underserved areas, schools with limited access to other resources, and age of food service equipment) where 50 percent or more of the enrolled students are eligible for free or reduced-price meals.

SFAs that did not receive a previous NSLP Equipment Assistance Grant will have priority of this funding opportunity.

Only one application is allowed per sponsor.

The scope of work must be performed within the state of Florida.

Applicants awarded a 2019 USDA NSLP Equipment Assistance Grant in the 1st round of this Request for Applications ending June 17, 2019, need not apply.

IV. Key Dates

Action Item	Timeframe	Location
Notice of Federal Financial Assistance Funding Opportunity Advertisement	From 02/20/2020 To 03/27/2020	Posted electronically via: https://www.fdacs.gov/Business-Services/Grant-Opportunities/Food-Nutrition-and-Wellness-Grants and the vendor bid system
Application Submission Deadline	03/27/2020 4:00 p.m. Eastern Time (ET)	Florida Department of Agriculture and Consumer Services Division of Food, Nutrition and Wellness The Holland Building 600 South Calhoun Street (H2) Tallahassee, FL 32399 FNWGrants@FDACS.gov
Evaluation of Applications	From 03/30/2020 To 05/14/2020	Review and evaluation of applications begin
Award Notice	05/21/2020	
Subrecipient Agreement End Date	09/30/2021	
Submission of Questions		All questions must be submitted electronically to: Torrey.Lindsey@FDACS.gov
Responses to Questions		Responses to questions received will be posted electronically via: https://www.fdacs.gov/Business-Services/Grant-Opportunities/Food-Nutrition-and-Wellness-Grants and the vendor bid system

V. Submission Dates, Times, and Location

The submission **deadline is at 4:00 p.m. (ET) on March 27, 2020**. All application packets shall be received by this date and time to be considered responsive. Application packets not received by the date and time listed herein will be considered non-responsive, and consequently, will be removed from the evaluation process.

The Department will receive application packets by email, U.S. Mail, courier, overnight or hand delivered to the FDACS Division of Food, Nutrition and Wellness no later than 4:00 p.m. ET on March 27, 2020.

Application packets shall be submitted to:

Florida Department of Agriculture and Consumer Services
Division of Food, Nutrition and Wellness
Attention: Torrey Lindsey
The Holland Building
600 South Calhoun Street (H2)
Tallahassee, FL 32399
FNWGrants@FDACS.gov

It is the applicant's responsibility to ensure its submittal arrives at the proper place and time indicated in the Notice of Federal Financial Assistance Funding Opportunity Notice. **There will be no extensions and no exceptions.**

VI. Statutes and Regulations

- 2 CFR Part 25: "Universal Identifier and Central Locator Contractor Registration"
- 2 CFR Part 170: "Reporting Sub-award and Executive Compensation Information"
- 2 CFR Part 175: "Award Term for Trafficking in Persons"
- 2 CFR Part 180: "OMB Guidelines to Agencies on Government-wide Debarment and Suspension (Non-Procurement)"
- 2 CFR Part 200: "Uniform Administrative Requirements, Cost Principles, and Audit Requirements for Federal Awards"
- 2 CFR Part 400: USDA Implementing regulations" Uniform Administrative Requirements, Cost Principles, and Audit Requirements for Federal Awards"
- 2 CFR Part 415: USDA "General Program Administrative Regulations"
- 2 CFR Part 416: USDA "General Program Administrative Regulations for Grants and Cooperative Agreements to State and Local Governments"
- 2 CFR Part 417: USDA "Implementation of OMB Guidance on Non-Procurement Debarment and Suspension"
- 2 CFR Part 418: USDA "New Restrictions on Lobbying"
- 2 CFR Part 421: USDA "Requirements for Drug-Free Workplace (Financial Assistance)"
- 41 USC Section 22: "Interest of Member of Congress"
- Duncan Hunter National Defense Authorization Act of Fiscal Year 2009, Public Law 110-417
- Sections 738 and 739 of the Agriculture, Rural Development, Food and Drug Administration, and Related Agencies Appropriations Act, 2012 (P.L. 112-55)
- "The Federal Funding Accountability and Transparency Act (FFATA), dated September 26, 2006"
- 2 CFR, Part 200: Subpart E, Cost Principles
- 7 CFR Part 15: "Nondiscrimination"
- Freedom of Information Act (FOIA). Public access to Federal Financial Assistance records shall not be limited, except when such records must be kept confidential and would have been excepted from disclosure pursuant to the "Freedom of Information" regulation (5 U.S.C. 552).

ASSURANCES

Title VI of the Civil Rights Act of 1964 (42 U.S.C. 2000d-et seq.), USDA regulations at 7 CFR Part 15, Nondiscrimination, and Department of Justice regulations at 28 CFR Part 42, Nondiscrimination; Equal Employment Opportunity: Policies And Procedures.

Title IX of the Education Amendments of 1972 (20 U.S.C. 1681 et seq.) and USDA regulations at 7 CFR Part 15a, Education Programs or Activities Receiving or Benefiting from Federal Financial Assistance

Section 504 of the Rehabilitation Act of 1973 (29 U.S.C. 1681 et seq.) and USDA regulations at 7 CFR Part 15a, Education Programs or Activities Receiving or Benefiting from Federal Financial Assistance, and Department of Justice regulations at 28 CFR Part 41, Implementation of Executive Order 12250, Nondiscrimination on the Basis of Handicap In Federally Assisted Programs.

Age Discrimination Act of 1975 (42 U.S.C. 6101 et seq.) The Grantee assures that it will immediately take any measures necessary to effectuate the requirements in these laws,

regulations, and directives. The Grantee gives this assurance in consideration of and for the purpose of obtaining the funds provided under this agreement.

The Americans with Disabilities Act of 1990 (ADA) prohibits discrimination on the basis of disability in employment (Title I), state & local government services (Title II), places of public accommodation and commercial facilities (Title III) (42 U.S.C. 12101-12213).

VII. Award Information

Total amount of funding available	\$878,923
Anticipated number of awards	25
Maximum grant award to a single applicant	\$100,000
Minimum grant award to a single applicant	\$1,000
Period of Performance	Upon Execution - September 30, 2021

VIII. Definitions

Acquisition Cost: The cost of the asset including the cost to ready the asset for its intended use.

Allowable Expense: Allowable costs are determined in accordance with cost principles of federal regulation 2 CFR Part 200. All expenditures must be adequately documented and must be determined in accordance with generally accepted accounting principles (i.e. Using these grant funds to purchase a walk-in freezer for school food service, or a salad bar, may be an allowable cost; building an extension to a cafeteria would be a capital expense that should be borne by the school district).

Applicant: Entity that submits an application for federal financial assistance under this Notice of Federal Financial Assistant Funding Opportunity.

Application Packet: Complete written response of the applicant to the Notice of Federal Financial Assistant Funding Opportunity including properly completed forms, supporting documents and attachments.

Calendar Days: All days, including weekends and holidays.

Capital Expenditures: The costs to acquire capital assets or expenditures to make improvements, modifications, replacements, rearrangements, reinstallations, or alterations to capital assets that materially increase their value or useful life. Awarding of the grant by SA shall serve as pre-approval of capital expenditure as prescribed by 2 CFR Part 200.

Equipment: Tangible personal property having a useful life of more than one year and an acquisition cost which equals or exceeds the lesser of the capitalization level established by the governmental unit for financial statement purposes, or \$5,000 (2 CFR Part 200). Congress has specified that the threshold for the purchase of equipment has been lowered to \$1,000.

Expenditures: Charges made by a non-federal entity to a project or program for which a federal award was received.

Subrecipient Agreement: Formal agreement that will be awarded to the successful applicant under this Notice of Federal Financial Assistant Funding Opportunity.

Vendor Bid System (VBS): State of Florida internet-based vendor information system.

IX. Cost Sharing (Matching) Requirements

Cost Sharing (Matching) is not required for this Federal Financial Assistant Funding Opportunity.

X. Funding Source and/or Restrictions

FDACS reserves the right to award, or not award, subrecipient agreement(s) based on the availability of federal funds.

FDACS' obligation to pay under this subrecipient agreement is contingent upon funding by the federal agency.

Funding is available for project work initiated and completed during the award period.

Funding is subject to the amount of spending authority allocated by the Florida Legislature.

The allowability of costs shall be in accordance with the federal financial assistance cost principles applicable to the subrecipient.

XI. Cost of Preparation

FDACS is not liable for any costs incurred by the applicant in response to the Notice of Federal Financial Assistant Funding Opportunity.

XII. Public Records

Article 1, Section 24, Florida Constitution, guarantees every person access to all public records, and Section 119.011, Florida Statutes, provides a broad definition of public record. As such, all responses to a Notice of Federal Financial Assistant Funding Opportunity are public record unless exempt by law. Any applicant claiming that its response contains information that is exempt from the public records law shall clearly segregate and mark that information and provide the specific statutory citation for such exemption.

XIII. Request Application Packet

The application packet is available online at <https://www.fdacs.gov/Business-Services/Grant-Opportunities/Food-Nutrition-and-Wellness-Grants>.

If you are unable to access the internet, a written request for the application packet should be submitted to:

Florida Department of Agriculture and Consumer Services
Division of Food, Nutrition and Wellness
Attention: Torreya Lindsey
The Holland Building
600 South Calhoun Street (H2)
Tallahassee, FL 32399

XIV. General Instructions for Application Packet

Carefully review all materials and prepare the responses accordingly.

The application packet must be complete and provide all the required information by the submission deadline to be considered responsive. Application packets that fail to provide all the

required forms and signatures will be considered non-responsive, and consequently, will be removed from the evaluation process.

Please ensure that all attachments reflect the applicant's name and funding opportunity number.

Unless otherwise noted, application packets must be submitted on 8 ½" by 11" plain white paper with 1" margins, using Tahoma 12-point font and one-sided single-spaced pages. Pages must be consecutively numbered for ease of reading.

XV. Application Package Components

FDACS forms must be used. Substitute forms will not be reviewed. Do not alter the pages unless the page indicates that it can be modified. Applications that do not include all required pages will be considered non-responsive, and consequently, will be removed from the evaluation process.

A complete application package consists of the following pages:

- 2019 Equipment Grant Assistance Application
- Federal Assurance Form
- Certification Regarding Lobbying Form
- Certification Regarding Debarments, Suspension, Ineligibility and Voluntary Exclusion Form
- Certification Statement
- Single quote per item to determine equipment value

XVI. Clarifications/Revisions

Before award, FDACS reserves the right to seek clarifications or request any information deemed necessary for proper evaluation of submissions from all applicants deemed eligible for the subrecipient agreement. Failure to provide requested information may result in rejection of the application.

XVII. Rejection of Applications

FDACS reserves the right to reject any and all applications or waive any minor irregularities when to do so would be in the best interest of the state of Florida, and to reject the proposal of an applicant whom FDACS determines is not in a position to perform the equipment purchase. Minor irregularities are those that will not have a significant or adverse effect on overall completion or performance.

XVIII. System for Award Management (SAM) Registration

The applicant must be registered in the System of Award Management (SAM) <https://www.sam.gov/portal/SAM#1>. The applicant will be required to maintain a registration for the duration of the award.

XIX. Late Applications

Applications, hard copy or email, received by FDACS after the application submission deadline will be rejected as untimely and will be returned to the applicant.

XX. Evaluation Criteria

An initial review of all applications will be completed and applications failing to submit all required information will be considered non-responsive, and consequently, will be removed from the evaluation process. The scores for each factor will be added to obtain a total score for each application. Funding will be awarded to applications according to the total score received. FDACS reserves the right to recommend partial funding of applications. Each application will be evaluated on the criteria below.

The scores for each factor will be added to obtain a total score for each application. Funding will be awarded to applications according to the total score received. FDACS reserves the right to recommend partial funding of applications.

Criteria	Scoring Range	Maximum Points
High-need schools: 50% or more of the enrolled students are eligible for free or reduced-price meals.	90-100% = 30 points 80-89.99% = 25 points 70-79.99% = 20 points 50-69.99% = 15 points	30 points
Does the SFA anticipate on purchasing equipment to support alternative models of school breakfast service (<i>i.e.</i> ; <i>portable refrigerators and freezers, tables, grab and go kiosks, and food bars</i>).	20 points	20 points
Did the school receive the previous NSLP Equipment Assistance grant?	2018 = 0 points 2017 = 5 points 2016 = 10 points 2015 = 15 points 2014 = 20 points	20 points
Does the SFA have net cash resources balance less than 3 months average operating expenditures?	Yes = 10 points No/Unknown = 0 points	10 points
Equipment Justification Questions 1. School demonstrates high need for equipment, including the age of the equipment. 2. School demonstrates how these equipment purchases will have a meaningful impact on nutrition and quality of meals, including increasing the ability to handle and process fresh fruits and vegetables. 3. School demonstrates how the equipment will improve safety of food served. 4. School demonstrates how the equipment will improve overall energy efficiency. 5. School demonstrates strategies for adopting lunchroom changes to increase participation, such as providing more convenience and appeal to students.	50 points	50 points
Budget & Procurement: Budget: SFA has planned budget to ensure all funds are spent prior to the end of the grant period. Include availability of existing State and Local funds to purchase equipment. Procurement: Detailed description of how the school plans to purchase the requested equipment and spend all funds. Include timeline.	Provided detailed planned budget, including installation, utility connection, removal of old equipment, labor, plumbing, wiring, and procurement plans: 20 points Budget figures, no detail. Limited/incomplete procurement plans: 5 points No budget, no procurement plans: 0 points	20 points
	Total	150 points

XXI. Evaluator(s)

FDACS' evaluator(s) will consist of 4 individuals who FDACS determines have experience and knowledge in the program areas. The evaluator(s) will conduct a fair, impartial, and comprehensive evaluation of applications received in response to this Notice of Federal Financial Assistance Funding Opportunity.

XXII. Anticipated Announcement and Award Dates

The evaluation and selection process is expected to be no longer than 45 days after the submission deadline. The announcement of the awards will be within 50 days after the submission deadline.

XXIII. Award Notice

Upon the completion of FDACS' evaluation of applications, all applicants will be notified regarding their status.

FDACS reserves the right to negotiate and/or adjust the final award amount and scope of work prior to award.

The successful applicants will have thirty (30) days to fully execute the Subrecipient Agreement. Failure by the subrecipient to sign and return the Subrecipient Agreement, within 30 days upon receipt of the agreement, shall constitute forfeiture of the award.

Although it is the intent of FDACS to expedite the subrecipient grant award process as much as possible, applicants should be aware that execution of a Subrecipient Agreement could be delayed for some time until federal funding is received. Projects should be scheduled accordingly. No costs to be charged against the subrecipient award or counted as match can be incurred before the Subrecipient Agreement is executed.

XXIV. Programmatic, Administrative and National Policy Requirements

The applicant shall be in compliance with all laws, rules, and regulations applicable to the federal funds provided by the Federal Financial Assistance Funding Opportunity.

The applicant shall maintain an accounting system and a set of accounting records which allow for the identification of revenues and expenditures related to this Notice of Federal Financial Assistance Funding Opportunity.

XXV. Acknowledgment of Funding

The subrecipient shall have an acknowledgement of the United States Department of Agriculture support placed on any publication written or published or audiovisual produced with grant support and, if feasible, on any publication reporting the results of, or describing, a grant-supported activity, or audiovisuals produced with grant support. This requirement does not apply to audiovisuals produced as research instruments or for documenting experimentations or findings and not intended for presentation or distribution to the public.

XXVI. Performance Report

The applicant will submit detailed quarterly reports using the format and content shown on 2019 NSLP Equipment Assistance Grant – Quarterly/Annual/Final Progress Activity Report (**ATTACHMENT A**).

XXVII. Reimbursement Requests

All reimbursement requests must be submitted using the 2019 NSLP Equipment Assistance Grant – Request for Reimbursement form (**ATTACHMENT B**), unless otherwise noted in the special conditions of the subrecipient agreement and provide supporting documentation for each cost. The subrecipient shall submit the payment request packet to the recipient's grant manager not more often than monthly, but not less often than quarterly. To be eligible for reimbursement, costs shall be allowable, necessary, and reasonable, and must be submitted by budget category consistent with the budget plan submitted with applicant's application.

The FDACS agreement with the federal agency is a cost reimbursement format; therefore, no advance payments will be provided.

Any work performed on the project and/or any expenditure made prior to a fully executed subrecipient agreement and written authorization from FDACS is ineligible for reimbursement.

XXVIII. Disclaimer

The receipt of applications in response to the Notice of Federal Financial Assistance Funding Opportunity does not imply or guarantee that any one or all qualified applicants will result in a subrecipient agreement with FDACS.

XXIX. Questions

Applicants shall address all questions regarding this Notice of Federal Financial Assistance Funding Opportunity to the individual listed below. All questions submitted shall be published and answered in a manner that all applicants will be able to view. Each applicant is responsible for monitoring the grant website for new or changing information.

Questions regarding **procedures for submittal of proposals** should be submitted to:

Torrey Lindsey
Florida Department of Agriculture and Consumer Services
The Holland Building
600 S. Calhoun Street (H2)
Tallahassee, FL 32399
Telephone (850) 617-7409
Email: Torrey.Lindsey@FDACS.gov

In accordance with federal civil rights law and U.S. Department of Agriculture (USDA) civil rights regulations and policies, the USDA, its Agencies, offices, and employees, and institutions participating in or administering USDA programs are prohibited from discriminating based on race, color, national origin, sex, disability, age, or reprisal or retaliation for prior civil rights activity, in any program or activity conducted or funded by USDA.

Persons with disabilities who require alternative means of communication for program information (e.g., Braille, large print, audiotape, American Sign Language, etc.), should contact the responsible agency or USDA's TARGET Center at (202) 720-2600 (voice and TTY) or

contact USDA through the Federal Relay Service at 1-800-877-8339. Additionally, program information may be made available in languages other than English.

To file a program discrimination complaint, complete the USDA Program Discrimination Complaint Form, AD-3027, found online at [How to File a Program Discrimination Complaint](#) and at any USDA office, or write a letter addressed to USDA and provide in the letter all of the information requested in the form. To request a copy of the complaint form, call 1-866-632-9992.

Submit your completed form or letter to USDA by:

1. Mail: U.S. Department of Agriculture
Office of the Assistant Secretary for Civil Rights
1400 Independence Avenue SW
Washington, D.C. 20250-9410
2. Fax: (202) 690-7442
3. Email: program.intake@usda.gov

USDA is an equal opportunity provider.

ATTACHMENT A

Florida Department of Agriculture and Consumer Services
Division of Food, Nutrition and Wellness
2019 NSLP Equipment Assistance Grant – Quarterly/Annual/Final Progress Activity Report

SFA Name: _____ SFA #: _____

Reporting Period: _____ FDACS PO/ Contract #: _____

Please describe your grant activities and progress during the quarter referenced above and email the report to FNWGrants@FDACS.gov within fifteen (15) calendar days from the end of the quarter.

- Accomplishments and challenges in expenditure activities, including budget impacts
- Impact on the school food service operation of purchased equipment
- Key activities planned for the next quarterly reporting period
- List of equipment purchased and its cost
- Total funds expended to-date
- Photos of equipment

For review purposes, please email a photograph of all equipment purchased during this performance period. Photos should show the equipment, and close-up of the model/serial number and where the model number is located on the machine. FNW periodically checks to see how the equipment is being utilized in the school.

Food Service Director Signature

Date

ATTACHMENT B

Florida Department of Agriculture and Consumer Services
 Division of Food, Nutrition and Wellness
 2019 NSLP Equipment Assistance Grant – Request for Reimbursement

SFA Name _____
 SFA # _____
 FDACS Contract # _____

Remittance Address _____

Site/School	Item	Cost	Date Operational	Invoice Number (Attach Invoices)	Serial Number (If Applicable)	Model Number

ATTACH ADDITIONAL SHEET(S) IF NEEDED

Delivery and/or installation

Total

I hereby certify that the item(s) above have been obtained and installed at the prices noted and are in operation.

 Food Service Director Signature

 Date



Florida Department of Agriculture and Consumer Services
 Division of Food, Nutrition and Wellness

NICOLE "NIKKI" FRIED
 COMMISSIONER

2019 Equipment Grant Assistance Application

A. General Information

Sponsor Name	
Agreement Number	
Authorized Representative Name	
Mailing Address	
Phone Number	
Email <i>(All grant correspondence will be sent to this address)</i>	
Type of Sponsor	<input type="checkbox"/> Public <input type="checkbox"/> Charter <input type="checkbox"/> Private <input type="checkbox"/> RCCI
Food Preparation Method	<input type="checkbox"/> Self-Prep <input type="checkbox"/> Vended <input type="checkbox"/> Satellite

B. Grant Request

Total Funding Amount Requested (not to exceed \$100,000/per SFA): \$_____

(Attach Quotes; be sure to include the quotes for S/H and/or installation fees to your amount requested.)

Please check at least one of the boxes below that pertains to the focus areas that will be implemented:

- Improve nutrition and quality of meals
- Improve the safety of food served
- Improve the overall energy efficiency
- Improve or expand participation

School/Site Number	School/Site Name	Equipment Requested	Estimated Cost (be sure to include S/H and/or installation fees for each piece of equipment)	Focus Area	Replaced Equipment Age	Timeline for Implementation (Include beginning and completion dates)	Has this school/site received the equipment grant previously?
<i>Example: 9988</i>	<i>Ashley Elementary School</i>	<i>2-door refrigerator/freezer shipping</i>	<i>\$2,450 \$800</i>	<i>Age of current equipment; improve safety of food served; improve quality of meals</i>	<i>15 years</i>		<i>no</i>

Total Amount Requested	\$
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- *List the first priority piece of equipment per school.**
- **Additional schools/sites may be attached on a separate page as needed.**
- ***Minimum amount requested per equipment piece is \$1,000.**
- ****Total amount requested may not exceed \$100,000 per SFA.**

The equipment acquired with these funds will be used in the non-profit National School Lunch Program to meet the nutritional needs of the students. I have read and understand the guidelines of the program, and, if selected, agree to implement the grant as outlined above in a manner consistent with the policies and procedures established by the United States Department of Agriculture (USDA). I agree to participate in any USDA-sponsored evaluation and to provide the information requested by the specified deadlines. I certify that the equipment acquired with these funds will be procured in accordance with Federal, State and local procurement requirements that are required in 7 CFR Part 210.

Food Service Director Name/Signature

Date

Equipment Justification

(This must be completed for **each** school/site that is requesting equipment.)

School/Site _____

1. Describe how this equipment will meet the Federal grant fund requirements of being necessary, reasonable, and allocable for school meals. (Such as the school is located in an underserved area; limited access to other resources/funding to purchase equipment; current equipment is outdated, non-functioning, or non-existent; etc.) (10 points)

2. Describe how these equipment purchases will have a meaningful impact on nutrition and quality of meals, including increasing the ability to handle and process fresh fruits and vegetables. (10 points)

3. Describe how these equipment purchases will improve safety of food served. (10 points)

4. Describe how these equipment purchases will improve overall energy efficiency of food service operations. (10 points)

5. Describe strategies for adopting lunchroom changes to increase participation, such as more convenience and appeal to students. *(10 points)*

Budget and Procurement:

1. Describe how the SFA plans to purchase the requested equipment and ensure funds are spent prior to the end of the grant period. Include availability of existing State and Local funds to purchase equipment, as this is a reimbursable grant. *(10 points)*

2. Describe procurement process and how the SFA plans to purchase the requested equipment and ensure funds are spent prior to the end of the grant period. Provide timeline of

procurement activities (i.e. request for quotes, make purchase, installation, etc.) (10 points)
Micro-purchase threshold is \$10,000.



NICOLE "NIKKI" FRIED
COMMISSIONER

Florida Department of Agriculture and Consumer Services
Bureau of Finance and Accounting

**FEDERAL ASSURANCE FOR FEDERAL FINANCIAL
ASSISTANCE SUBRECIPIENT AWARD**

CFR 200

Federal Financial Assistance Funding Opportunity Number:
Subrecipient Legal Name:
Subrecipient FEIN:
As the duly authorized representative of the Subrecipient, I certify that to the extent applicable, the Subrecipient:
1. Has the legal authority to apply for federal assistance and the institutional, managerial and financial capability (including funds sufficient to pay the non-federal share of project costs) to ensure proper planning, management and completion of the project described in this application.
2. Will give the Recipient, the Comptroller General of the United States and, if appropriate, the State, through any authorized representative, access to and the right to examine all records, books, papers, or documents related to the subrecipient award; and will establish a proper accounting system in accordance with generally accepted accounting principles or Recipient directives.
3. Will establish safeguards to prohibit employees from using their positions for a purpose that constitutes or presents the appearance of personal or organizational conflict of interest, or personal gain.
4. Will initiate and complete the work within the applicable time frames after receipt of approval of the Recipient.
5. Will comply with the Intergovernmental Personnel Act of 1970 (42 U.S.C. §§4728-4763) relating to prescribed standards for merit systems for programs funded under one of the 19 statutes or regulations specified in Appendix A of OPM's Standards for a Merit System of Personnel Administration (5 C.F.R. 900, Subpart F).
6. Will comply with all Federal statutes relating to nondiscrimination. These include but are not limited to: (a) Title VI of the Civil Rights Act of 1964 (P.L. 88-352) which prohibits discrimination on the basis of race, color or national origin; (b) Title IX of the Education Amendments of 1972, as amended (20 U.S.C. §§1681- 1683, and 1685-1686), which prohibits discrimination on the basis of sex; (c) Section 504 of the Rehabilitation Act of 1973, as amended (29 U.S.C. §794), which prohibits discrimination on the basis of handicaps; (d) the Age Discrimination Act of 1975, as amended (42 U.S.C. §§6101-6107), which prohibits discrimination on the basis of age; (e) the Drug Abuse Office and Treatment Act of 1972 (P.L. 92-255), as amended, relating to nondiscrimination on the basis of drug abuse; (f) the Comprehensive Alcohol Abuse and Alcoholism Prevention, Treatment and Rehabilitation Act of 1970 (P.L. 91-616), as amended, relating to nondiscrimination on the basis of alcohol abuse or alcoholism; (g) §§523 and 527 of the Public Health Service Act of 1912 (42 U.S.C. §§290 dd-3 and 290 ee- 3), as amended, relating to confidentiality of alcohol and drug abuse patient records; (h) Title VIII of the Civil Rights Act of 1968 (42 U.S.C. §§3601 et seq.), as amended, relating to nondiscrimination in the sale, rental or financing of housing; (i) any other nondiscrimination provisions in the specific statute(s) under which application for Federal assistance is being made; and, (j) the requirements of any other nondiscrimination statute(s) which may apply to the application.

7. Will comply, or has already complied, with the requirements of Titles II and III of the Uniform Relocation Assistance and Real Property Acquisition Policies Act of 1970 (P.L. 91-646) which provide for fair and equitable treatment of persons displaced or whose property is acquired as a result of Federal or federally-assisted programs. These requirements apply to all interests in real property acquired for project purposes regardless of Federal participation in purchases.

8. Will comply, as applicable, with provisions of the Hatch Act (5 U.S.C. §§1501-1508 and 7324-7328) which limit the political activities of employees whose principal employment activities are funded in whole or in part with Federal funds.

9. Will comply, as applicable, with the provisions of the Davis-Bacon Act (40 U.S.C. §§276a to 276a-7), the Copeland Act (40 U.S.C. §276c and 18 U.S.C. §874), and the Contract Work Hours and Safety Standards Act (40 U.S.C. §§327-333), regarding labor standards for federally-assisted construction subagreements.

10. Will comply, if applicable, with flood insurance purchase requirements of Section 102(a) of the Flood Disaster Protection Act of 1973 (P.L. 93-234) which requires recipients in a special flood hazard area to participate in the program and to purchase flood insurance if the total cost of insurable construction and acquisition is \$10,000 or more.

11. Will comply with environmental standards which may be prescribed pursuant to the following: (a) institution of environmental quality control measures under the National Environmental Policy Act of 1969 (P.L. 91-190) and Executive Order (EO) 11514; (b) notification of violating facilities pursuant to EO 11738; (c) protection of wetlands pursuant to EO 11990; (d) evaluation of flood hazards in floodplains in accordance with EO 11988; (e) assurance of project consistency with the approved State management program developed under the Coastal Zone Management Act of 1972 (16 U.S.C. §§1451 et seq.); (f) conformity of Federal actions to State (Clean Air) Implementation Plans under Section 176(c) of the Clean Air Act of 1955, as amended (42 U.S.C. §§7401 et seq.); (g) protection of underground sources of drinking water under the Safe Drinking Water Act of 1974, as amended (P.L. 93-523); and, (h) protection of endangered species under the Endangered Species Act of 1973, as amended (P.L. 93-205).

12. Will comply with the Wild and Scenic Rivers Act of 1968 (16 U.S.C. §§1271 et seq.) related to protecting components or potential components of the national wild and scenic rivers system.

13. Will assist the awarding agency in assuring compliance with Section 106 of the National Historic Preservation Act of 1966, as amended (16 U.S.C. §470), EO 11593 (identification and protection of historic properties), and the Archaeological and Historic Preservation Act of 1974 (16 U.S.C. §§469a-1 et seq.).

14. Will comply with P.L. 93-348 regarding the protection of human subjects involved in research, development, and related activities supported by this award of assistance.

15. Will comply with the Laboratory Animal Welfare Act of 1966 (P.L. 89-544, as amended, 7 U.S.C. §§2131 et seq.) pertaining to the care, handling, and treatment of warm blooded animals held for research, teaching, or other activities supported by this award of assistance.

16. Will comply with the Lead-Based Paint Poisoning Prevention Act (42 U.S.C. §§4801 et seq.) which prohibits the use of lead-based paint in construction or rehabilitation of residence structures.

17. Will cause to be performed the required financial and compliance audits in accordance with the Single Audit Act Amendments of 1996 and 2 CFR, Part 200 Uniform Administrative Requirements, Costs Principles and Audit Requirements for Federal Awards, Subpart F Audit Requirements.

18. Will comply with all applicable requirements of all other Federal laws, executive orders, regulations, and policies governing this program.

19. Will comply with the requirements of Section 106(g) of the Trafficking Victims Protection Act (TVPA) of 2000, as amended (22 U.S.C. 7104) which prohibits grant award recipients or a subrecipient from (1) Engaging in severe forms of trafficking in persons during the period of time that the award is in effect, (2) Procuring a commercial sex act during the period of time that the award is in effect or, (3) Using forced labor in the performance of the award or subawards under the award.

20. Will comply with and enforce the requirements for a drug-free workplace as mandated in 2 CFR Part 421, "Requirements for Drug-Free Workplace".

21. Will comply with 2 CFR 417, Subpart C to ensure that any vendor or subcontractor that carries out the provisions of this agreement are not debarred or suspended.

22. Will comply with the Executive Order 13513 entitled "Federal Leadership on Reducing Text Messaging While Driving" by prohibiting employees, contractors, and subcontractors from texting while driving on official business and or in federally owned, rented or leased vehicles or privately owned vehicles when on official government business or when performing any work for or on behalf of or in cooperation with the federal government.

Authorized Representative Name:

Title:

Signature of Authorized Representative:

Date Signed:

Applicant Organization:



NICOLE "NIKKI" FRIED
COMMISSIONER

Florida Department of Agriculture and Consumer Services
Division of Administration

CERTIFICATION REGARDING LOBBYING

2 CFR 200

Federal Financial Assistance Funding Opportunity Number:	
Subrecipient Legal Name:	
Subrecipient FEIN:	
The undersigned certifies, to the best of his or her knowledge and belief, that:	
1. No Federal appropriated funds have been paid or will be paid, by or on behalf of the undersigned, to any person for influencing or attempting to influence an officer or employee of an agency, a member of Congress, an officer or employee of Congress, or an employee of a member of Congress in connection with the awarding of any Federal contract, the making of any Federal grant, the making of any Federal loan, the entering into of any cooperative agreement, and the extension, continuation, renewal, amendment, or modification of any federal contract, grant, loan, or cooperative agreement.	
2. If any funds other than Federal appropriated funds have been paid or will be paid to any person for influencing or attempting to influence an officer or employee of any agency, a member of Congress, an officer or employee of Congress, or an employee of a member of Congress in connection with this Federal contract, grant, loan, or cooperative agreement, the undersigned shall complete and submit Standard Form-LLL, "Disclosure of Lobbying Activities" in accordance with its instructions.	
3. The undersigned shall require that the language of this certification be included in the award documents for all subawards at all tiers (including subcontracts, subgrants, and contracts under grants, loans, and cooperative agreements) and that all subrecipients shall certify and disclose accordingly.	
4. This certification is a material representation of fact upon which reliance was placed when this transaction was made or entered into. Submission of this certification is a prerequisite for making or entering into this transaction imposed by Section 1352, Title 31, U.S. Code. Any person who fails to file the required certification shall be subject to a civil penalty or not less than \$10,000 and not more than \$100,000 for each such failure.	
Authorized Representative Name:	Title:
Signature of Authorized Representative:	Date Signed:
Applicant Organization:	



NICOLE "NIKKI" FRIED
COMMISSIONER

Florida Department of Agriculture and Consumer Services
Division of Administration

**CERTIFICATION REGARDING DEBARMENTS, SUSPENSION,
INELIGIBILITY AND VOLUNTARY EXCLUSION - LOWER TIER
FEDERALLY FUNDED TRANSACTIONS**

2 CFR 200

Federal Financial Assistance Funding Opportunity Number:
Subrecipient Legal Name:
Subrecipient FEIN:
This certification is pursuant to Executive Order 12549, Debarment and Suspension and implemented at 2 CFR parts 180 and 1880.
Instructions for Certification
1. By signing and submitting this proposal, the prospective lower tier participant is providing the certifications set out below.
2. The certification in this clause is a material representation of fact upon which reliance was placed when this transaction was entered into. If it is later determined that the prospective lower tier participant knowingly rendered an erroneous certification. In addition to other remedies available to the federal government, the department or agency with which this transaction originated may pursue available remedies, including suspension and/or debarment.
3. The prospective lower tier participant shall provide immediate written notice to the person to whom this proposal is submitted if at any time the prospective lower tier participant learns that its certification was erroneous when submitted or has become erroneous by reason of changed circumstances.
4. The terms "covered transaction", "debarred", "suspended", "ineligible", "lower tier covered transaction", "participant", "person", "primary covered transaction", "principal", "proposal", and "voluntarily excluded", as used in this clause, have the meanings set out in the Definitions and Coverage sections of rules implementing Executive Order 12549. You may contact the person to which this proposal is submitted for assistance in obtaining a copy of those regulations.
5. The prospective lower tier participant agrees by submitting this form that, should the proposed covered transaction be entered into, it shall not knowingly enter into any lower tier covered transaction with a person who is debarred, suspended, declared ineligible, or voluntarily excluded from participation in this covered transaction, unless authorized by the department or agency with which this transaction originated.
6. The prospective lower tier participant further agrees by submitting this form that it will include this clause titled "Certification Regarding Debarment, Suspension, Ineligibility and Voluntary Exclusion - Lower Tier Covered Transactions," without modification, in all lower tier covered transactions and in all solicitations for lower tier covered transactions.
7. A participant in a covered transaction may rely upon a certification of a prospective participant in a lower tier covered transaction that is not debarred, suspended, ineligible, or voluntarily excluded from the covered transaction, unless it knows that the certification is erroneous. A participant may decide the method and frequency by which it determines the eligibility of its principals. Each participant may, but is not required to, check the Nonprocurement List.

8. Nothing contained in the foregoing shall be construed to require establishment of a system of records in order to render in good faith the certification required by this clause. The knowledge and information of a participant is not required to exceed that which is normally possessed by a prudent person in the ordinary course of business dealings.

9. Except for transactions authorized under paragraph 5 of these instructions, if a participant in a covered transaction knowingly enters into a lower tier covered transaction with a person who is suspended, debarred, ineligible, or voluntarily excluded from participating in this transactions, in addition to other remedies available to the Federal Government, the department or agency with which this transaction originated may pursue available remedies, including suspension and/or debarment.

Certification

1. The prospective lower tier participant certifies to the best of its knowledge and belief, that it and its principals;

a. Are not presently debarred, suspended, proposed for debarment, declared ineligible or voluntarily excluded from covered transactions by any Federal department or agency.

b. Have not within a three-year period preceding this proposal been convicted of or had a civil judgment rendered against them for commission of fraud or a criminal offense in connection with obtaining, attempting to obtain, or performing a public (Federal, State, or local) transaction or contract under a public transaction; violation of Federal or State antitrust statues or commission of embezzlement theft, forgery, bribery, falsification or destruction or records, making false statements, or receiving stolen property;

c. Are not presently indicted for or otherwise criminally or civilly charged by a governmental entity (Federal, State or local) with commission of any of the offenses enumerated in paragraph (1)(b) of this certification; and

d. Have not within a three-year period preceding this application/proposal had one or more public transactions (Federal, State, or local) terminated for cause or default.

2. Where the prospective lower tier participant is unable to certify to any of the statements in this certification, such prospective lower tier participant shall attach an explanation to this proposal.

Authorized Representative Name:

Title:

Signature of Authorized Representative:

Date Signed:

Applicant Organization:



NICOLE "NIKKI" FRIED
COMMISSIONER

Florida Department of Agriculture and Consumer Services
Division of Administration

CERTIFICATION STATEMENT

2 CFR 200

Federal Financial Assistance Funding Opportunity Number:	
Subrecipient Legal Name:	
Subrecipient FEIN:	
By signing this page, the undersigned certifies that:	
A. This application is in all respects fair and submitted in good faith, without collusion or fraud;	
B. If selected through this application process, the subrecipient will work in good faith and in partnership with the Florida Department of Agriculture and Consumer Services to manage its subrecipient agreement in a timely and accurate manner;	
C. Any funds awarded as a result of this application process will not be used to supplant or replace any state or local funds;	
D. Any funds awarded as a result of this application process will not be used as matching funds to apply for or receive other federal funds;	
E. No federal funds will be used as match for funds awarded as a result of this application process.	
F. The undersigned has full authority to bind the applicant.	
Authorized Representative Name:	Title:
Signature of Authorized Representative:	Date Signed:
Applicant Organization:	