



ORIGINAL

FLORIDA ENDOWMENT FOUNDATION FOR VOCATIONAL REHABILITATION
ORGANIZATION GRANT AWARD CONTRACT

This agreement is entered into this 31st day of Aug, 2017 between Best Buddies Jobs ("Organization") and the Florida Endowment Foundation for Vocational Rehabilitation (dba The Able Trust) ("Foundation") to set forth the terms and conditions upon which the Foundation shall award Grant # 18-600 to the Organization.

Foundation states that its mission is to be a key leader in providing Floridians with disabilities with opportunities for successful employment, and one of the primary means of addressing that mission is to fund programs and projects that provide successful employment outcomes to people with disabilities. Foundation has selected Organization for funding because of the projected employment outcomes. This contract and all deliverable reporting may be open for public viewing and distribution in accordance with Florida's public records laws.

I. Deliverables:

- A. Organization acknowledges and agrees that the funds being awarded are intended to be applied to the project described in Attachment One, which may be a copy of the grant application and proposal.
- B. Organization shall use its best efforts to implement and complete the project described in Attachment One within one year of issuance of the first disbursement of funds from Foundation.
- C. Organization agrees to collect data on individuals served and provide that information to Foundation upon request, and at reporting intervals. Data will include accurate information on an individual's contact sources (address, email, texting numbers, etc.), employment status, name and place of employment, job title, wages paid, and other job-related data unless prohibited by law.
- D. Project reports shall be submitted by Organization to Foundation on a quarterly basis. August 10, November 10, February 10 and May 10 of the applicable calendar year.
- E. Organization must sign and return contract within 60 days of presentation of contract by Foundation, or such Grant award shall be deemed withdrawn. Prior to disbursement of funds, this contract must be signed by both parties, and Organization must provide proof of existence of any additional funding which Organization identified as necessary for the success of the project.
- F. Organization shall begin the project described in Attachment One upon receipt of the first payment.
- G. Organization must recognize or reference Foundation in any marketing materials or public relations activities that are the direct result of this grant. Instructions regarding such recognition or reference are included in Attachment Two.
- H. Organization will work with Foundation to assure individuals served by the grant award are aware of the Foundation's involvement and mission.

II. Reporting requirements

- A. Organization is required to report outcomes at the quarterly intervals during the term of the contract, as specified in I.D. above. Failure to provide progress reports as requested will result in a delay of future payments, and may result in a reduction of the grant award.
- B. Organization shall provide a full listing of individuals served by the grant project, and employed as a result of the project, per I.C. above. The listing shall be due quarterly and final list with follow-up on employment status on all participants is due with the final report 13 months after the first grant payment is made.
- C. Organization shall verify, in the regular reports, that grant funds are being applied in the specific manner and for the specific items and expenses as identified in Attachment One. Failure to use funds as specified in the project may result in a cancellation of this contract. At minimum, failure to timely apply funds to the project will result in a delay of any subsequent payments.
- D. Organization shall formally report the start-up of the project in the form of a letter to the Foundation. Failure to begin the project when the first payment is received shall result in a cancellation of the grant award and a return of any grant funds paid.
- E. Organization shall report the names and provide resume' information on all individuals hired or assigned to implement the project within 15 days of hire. If such individual(s) shall leave the project for any reason, Organization shall inform Foundation within five business days, and use due diligence in replacing the staff member with a qualified replacement in the shortest time possible. Foundation must be notified of replacement staff within thirty days of hire date. Failure to maintain adequate active staff for the project will result in payment delays and possibly cancellation of the grant award.
- F. Foundation shall be notified immediately by phone and in writing of any changes in Organization name, address, phone, fax, website URL, corporate affiliation or name of chief executive.
- G. Organization shall include in its progress reports verification of the distribution of communication materials to individuals served by this grant award. Organization shall use materials as provided by Foundation.

III. Payment and Terms

- A. Foundation agrees to provide **\$65,000.00** to Organization as Grant # **18-600** subject to the terms and conditions as stated. The Foundation shall disburse the funds to the Organization as follows: The funds shall be delivered to the Organization in three disbursement(s). The first disbursement shall be in the amount of **\$31,500.00** and will be delivered within 30 days after receipt of a fully executed contract. The second disbursement shall be in the amount of **\$31,500.00** and will be paid by Foundation to Organization on utilization of 75% of first payment as provided in the second or third quarterly reports and significant progress in the program's goals. The final disbursement shall be in the amount of **\$2,000.00** and will be paid by Foundation to Organization not more than 30 days after the project completion and when Foundation receives the full report on persons served and employed, as defined in I.C. above. Provided, however, that Foundation shall not be required to make any disbursement of funds under this Contract unless and until Organization has complied with of the requirements or conditions of this Contract and unless all representations made by Organization herein are continuing, true and correct as

of the date of any disbursements called for hereunder.

- B. Organization recognizes and acknowledges that funding is subject to continuing support of Foundation by the Florida legislature.
- C. Funds not verified as used at the conclusion of the grant period shall be returned to Foundation, unless an extension has been granted by Foundation. Any extension shall be at the sole discretion of Foundation, and may, at Foundation's discretion require an amendment to this Contract. No amendment or revision of the terms of this Contract will be valid unless in writing and signed by authorized representatives of both parties or such other written means agreed to by the parties under the circumstances (such as exchange of letters or e-mails documenting mutual acceptance). No temporary, occasional, or partial relief from strict compliance with this Contract agreed to by Foundation shall be construed or relied upon the Organization as grounds for any subsequent or further relief from strict compliance with the terms of this contract.
- D. If the project as described in Attachment One should cease to be operational, Organization shall inform Foundation immediately by telephone and letter from Organization leadership. Unused funds must be returned to Foundation, along with any tangible property with a value exceeding \$500. Property shall be returned at Organization's expense within 60 days of project cessation.
- E. Organization shall not use any funds for expenses incurred before the date of the initial disbursement of funds nor shall it encumber any liability related directly to the project being funded prior to the initial disbursement of funds.
- F. Foundation may conduct an audit of the project described in Attachment One at any time during or up to five (5) years after the completion of the project, which may include all records related to the project. The audit may also include Foundation directly contacting individuals and employers served by the project.
- G. Foundation may perform on-site inspections of the project during regular business hours, and will generally provide reasonable notice prior to such inspections, unless circumstances shall dictate otherwise.

IV. Insurance and Indemnification: During the Agreement, including any renewals and extensions, Organization shall maintain at its expense, insurance coverage under the State of Florida Risk Management Trust Fund, established pursuant to Chapter 284, Florida Statutes, and administered by the State of Florida, Department of Insurance and Worker' Compensation Insurance as required by law. Evidence of such insurance that names the Foundation to be a named insured on the liability policies shall be provided to Foundation in writing from the covering insurance company, within 30 days of the effective date of the Agreement. The following types of insurance are required.

- A. Commercial General Liability Insurance
- B. Workers' Compensation
- C. Employer's Liability (100,000/100,000/500,000 as minimum limits)

Organization acknowledges and agrees that the project for which Granted Funds will be used has been developed and will be implemented solely by the Organization and solely for the Organization's benefit. Organization further acknowledges that there is no agreement between Organization and Foundation, its Board members or employees to share in any of the profits, proceeds or benefits of the proposed project. Organization also acknowledges that Organization is not an agent or employee of Foundation. Organization agrees to indemnify and hold harmless the Foundation, its Board members and employees from any and all cost, loss, damage or expense (including reasonable attorney's fees) which may occur by virtue of Organization's

implementation of the proposed project to the extent authorized by law and without waving any rights under the State of Florida Sovereign Immunity Statute, Chapter 768 F.S.

V. Non-transferable clause: This Agreement is non-transferable by Organization unless agreed in writing by Foundation.

VI. Termination

A. In the event of a breach of any promise, representation, warranty or agreement made by Organization under this Contract or in Organization's Grant Application, or in the event that Foundation believes that Organization has not attempted to or cannot or will not complete the project described in its Grant Application, Foundation shall be released from any and all obligation to provide the Funds or any undelivered portion thereof to Organization. Upon any such occurrence, Foundation shall be entitled to the immediate delivery of any unused Funds by Organization, as well as to the delivery of any personal property purchased with the Funds by Organization, and shall be entitled to pursue any other legal remedy available to it, including enforcing section III.C resulting from Organization's breach of this Contract.

Organization and Foundation accept the terms of this contract by signing below. Organization states it is authorized to enter into this contract by the signature below. Any and all required approvals, consents, and corporate actions have been taken or obtained by Organization to allow it to enter into and perform this contract.

Organization is not otherwise affiliated with any person, partnership or other entity or organization which has received a grant from Foundation and which has not been disclosed in writing to Foundation by Organization.

ORGANIZATION

By: Cary Ombres

Printed Name: Cary Ombres

Title: Director of Jobs

Date: 7/17/17

FOUNDATION

By: Karen B. Moore

Printed Name: KAREN B. MOORE

Title: BOARD CHAIR

Date: 9/15/17



3320 THOMASVILLE ROAD, SUITE 200 • TALLAHASSEE, FLORIDA 32308 • (850) 224-4493 VOICE OR TDD • (850) 224-4496 FAX • WWW.ABLETRUST.ORG

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Moore Communications Group

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Attorney

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PRESIDENT/CEO

Susanne F. Homant, MBA, DPA

June 16, 2017

Mr. Cary Ombres
Best Buddies Jobs
105 E Robinson St #540
Orlando, FL 32801

Dear Mr. Ombres:

Congratulations! I am pleased to inform you that during the recent Board Meeting, the Trust's Board of Directors approved a grant in the amount of 65,000.00 to Best Buddies Jobs for "Best Buddies Jobs Central Florida Expansion", 18-600, as outlined in the original grant proposal.

We know you are ready to begin so here are the next steps:

- Review carefully the enclosed contract for guidelines, reporting and insurance requirements
- Pull together the additional materials
- Sign the Contract and the Grant Award Adjustment Form
- Complete Attachment 4 providing The Able Trust information on how you want to receive your Progress Report Forms

When all the materials are ready please send in to The Able Trust with a cover letter notifying us the project is ready to begin. It is important that this is done within sixty days from the date on this letter; failure to do so will result in the rescinding of the grant.

Please be aware that the awarded funds can only be used for approved program outlined in Attachment 1. If changes to the program are necessary during the grant year please contact staff at The Able Trust to inquire about adjustment procedures before the changes occur.

If you have any questions regarding the Grant Award Contract or requirements therein, please do not hesitate to contact the trust office at 850-224-4493. However, the Trust staff cannot answer any legal questions related to the contract. If you have a legal questions related to the contract, please contact a reputable attorney.

On behalf of The Able Trust Board of Directors and staff you have our best wishes to your organization for the successful start of this important program in your community.

Sincerely,

Guenevere Crum
Senior Vice President



18,600
~~17,600~~

Organization Name: Best Buddies Jobs

State of Florida Charitable Registration #: CH2971

IRS Employer Identification #: 52-1614576

Mailing Address

Street: 105 E Robinson St. #540

City: Orlando

State: Florida

Zip Code: 32801

Physical Location where Services Provided

105 E Robinson St. #540

Orlando

Florida

32801

Executive Director's Name: Cary Ombres

Phone Number: 407-898-0787 ext 103

Fax: _____

Email: CaryOmbres@bestbuddies.org

Primary Project Contact: Cary Ombres

Phone Number: 407-898-0787 ext 103

Fax: _____

Email: Caryombres@bestbuddies.org

Organization Website: www.bestbuddiesjobs.org

Project Name: Best Buddies Jobs Central Florida Expansion

Disability Population to be Served in proposed project: Adults with an intellectual or developmental disability such as Down Syndrome, autism, Fragile X, Williams syndrome, cerebral palsy, and traumatic brain injury

County/Counties to Benefit Most from the proposed project:

Orange, Seminole, Osceola

Is Organization currently involved in ANY Litigation: YES (attach explanation) or NO

Time Frame for Grant Results: One Year

Total # of Persons proposed to be served during the project: 10-12 Participants Placed

Total # of Persons proposed to become employed

Approximately 20 hours per week: 10-12

Approximately 30+ hours per week: _____

Total Amount of Funds Requested of The Able Trust: \$65,000

Total Amount of Funds Projected to support the proposed project: \$65,000

Cary Ombres 4-3-17
 Signature & Date Executive Director

Print Name: Cary Ombres

John P. ...
 Signature & Date Board Officer

Print Name: 4/3/17

Representing Company: Hallward Knight LLP

Why The Able Trust is needed to expand the program (gap needs from The Able Trust): Best Buddies actively recruits funding from VR to support the initial placement of and stabilization of participants. However, state funding does not fully cover Best Buddies cost for services. The total operational cost for the Best Buddies Central Florida Jobs program is \$209,337 but revenue from our VR funding only makes up \$35,757 of the operating budget for the first year (about 18%). Due to the difference in how much it costs to operate a supported employment program versus the rates government contracts provide, Best Buddies must seek additional, private funding to support our programs. Part of the funding disparity is due to the extensive waiting list for individuals with IDD to receive long-term follow along services by the state's Medicaid Waiver program, which would typically cover support after the initial stabilization that VR pays for up to 90 days post-employment. Since so few of the consumers we place in employment have active cases with the Medicaid Waiver program, Best Buddies provides pro bono services to consumers that have passed the 90 day closure mark from VR, yet still need continued support to ensure long-term success.

Thank you again for this incredible opportunity and please don't hesitate to reach out if you need anything else from us. We look forward to hearing from you soon!

Cary Ombres
Director of Jobs | Best Buddies Florida
407-898-0787 x 103 | 105 E. Robinson Street, Suite 540 | Orlando, FL 32801
www.bestbuddiesflorida.org

Challenge yourself to change lives. Walk, run or cycle in the *Best Buddies Challenge: Hyannis Port, Hearst Castle or Miami*, and sign up to participate in a *Best Buddies Friendship Walk* in your area. Also, be sure to download the official [Best Buddies app](#) to stay connected!

From: Guenevere Crum [<mailto:guenevere@abletrust.org>]
Sent: Monday, April 10, 2017 2:52 PM
To: Cary Ombres <CaryOmbres@bestbuddies.org>
Cc: Mae Mastrorio <MaePugeda@bestbuddies.org>
Subject: Question & Notification of Proposal Received

Good Afternoon Mr. Ombres,

The Able Trust has received on April 5, 2017 the proposal from Best Buddies Jobs for \$65,000 for the *Best Buddies Jobs Central Florida Expansion*. The proposal is currently scheduled to be a part of the Board of Directors meeting on June 16, 2017.

Clarification is needed on the Statement of Need section of the proposal. Please answer why The Able Trust is needed to expand the program. If referrals are being made by Vocational Rehabilitation, why is additional assistance needed from The Able Trust? What is the gap(s) that needs funding from The Able Trust?

The clarification needs to be received by May 1, 2017 and will be added to the proposal for The Able Trust Board of Directors to review when the submitted proposal is taken up. If you have any questions about what is needed please don't hesitate to give me a call or email.

Thank you,
Guenevere Crum
Senior Vice President

The Able Trust
Florida Endowment Foundation for Vocational Rehabilitation

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Project Name

Best Buddies Jobs Central Florida Expansion Project

Brief History

Is your organization a primary corporate entity, a subsidiary of or otherwise associated with any other Organization, corporation, service provider, etc.? **Yes**

Best Buddies International is a 501(C)(3) non-profit organization founded by Anthony Kennedy Shriver in 1989. Anthony's mother, Eunice Shriver, founded the Special Olympics and Anthony grew up seeing the positive impact that friendship and social interaction had for those with Intellectual and Developmental Disabilities (IDD). He founded the first Best Buddies chapter while he was attending Georgetown University and has grown the organization and its mission to more than 2,100 middle school, high school, and college campuses across the country and internationally.

Best Buddies Florida (BBFL) is one of 26 state affiliates of Best Buddies International and Best Buddies Central Florida (BBCF) is one of 6 local affiliates of BBFL. BBCF is also home of our state headquarters and supports Best Buddies Middle Schools, High Schools, Colleges, Citizens, Promoters, e-Buddies, and Best Buddies Jobs programs. Best Buddies Jobs (BBJ), founded in 1994 in Miami, FL, is a supported employment program that secures competitive paying jobs for people with IDD, and also maintains these jobs by providing ongoing support and training, enabling people with IDD to earn an income, receive benefits such as health insurance, pay taxes, and work in an environment alongside others in the community.

Mission Statement

Our mission is to establish a global volunteer movement that creates opportunities for one-to-one friendships, integrated employment and leadership development for people with intellectual and developmental disabilities (IDD).

Best Buddies envisions a world where people with IDD are so successfully integrated into schools, workplaces, and communities that its current efforts and services will be unnecessary. Our programs begin in the elementary school level, continue through college and into adulthood. Our Jobs program completes our vision by helping our participant's transition into the workforce while educating corporations and employers about the abilities of people with IDD.

Population Served

Best Buddies Jobs (BBJ) serves adults 18 and older who have an intellectual or developmental disability (IDD), as well as businesses who are interested in employing people with IDD to fill employment gaps, but to also enrich the overall workplace experience. BBJ receives Jobs Participant referrals from the Florida Division of Vocational Rehabilitation and Agency for Persons with Disabilities; referrals include, but are not limited to, people with mild to moderate mental retardation, seizure disorder, Down syndrome, autism, cerebral palsy, and Asperger syndrome. All of our participants reside in Orange, Seminole and Osceola counties and their socio-economic status varies from low to moderate income with the majority being in the low income range.

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One of the roadblocks to individuals with disabilities transitioning smoothly from high school to life after high school is not knowing what resources are available to support them. Best Buddies can play a huge role in successfully supporting individuals in our school-based programs and continuing to support them as they look to join the workforce and become integrated into their community post high school. Best Buddies Jobs recently presented at the annual Back 2 Best Buddies trainings around the state of Florida which trains student leaders in the middle school, high school and college chapters. The Jobs presentation focused on educating students about the Jobs program, the process for students with IDD and transitioning out of HS and how they can help their buddies prepare for employment. The Jobs team will also be presenting in the school based programs to encourage students with and without IDD to start the conversation about their plans after graduating from high school.

Supported employment is consumer driven so any referrals that come to us via Vocational Rehabilitation are at the request of the consumer. Once we receive the referral, we review vocational and psychological documentation and, in some cases meet with the consumer, to determine if we are the best provider to assist them to reach their vocational goals.

Additional referrals come to us through the individuals themselves and not through Vocational Rehabilitation. There are times when families and individuals do not want to share their records or go through the formal referral process. In these rare cases we work with the individuals in a similar process to VR referrals by looking through their records, meeting with them in-person and evaluating if they are a good match with our program. If they meet our criteria and there are no issues with their background check, we work with them on a private pay basis. They pay the same rate that VR reimburses us for the services we provide to individuals that are referred to us.

Statement of Need

Within the population of those with a disability who reside in Florida, 60% are not in the labor force (Workforce Innovation and Opportunity Act, 2016 Florida State Plan). In 2015, the employment rate of working-age people with a cognitive disability in Florida was 21.6 percent compared to the employment rate of working-age people without disabilities which was 76.4 percent (www.disabilitystatistics.org).

During Federal Fiscal Year 2014-15, the Florida Division of Vocational Rehabilitation, in partnership with the Florida Rehabilitation Council, conducted a comprehensive statewide needs assessment (CSNA) to identify factors that affect the ability of job seekers with disabilities to get and keep jobs, and any barriers or limitations they may experience. The CSNA survey results indicated factors rated most important to job seekers with disabilities. Percentages for Very Important Ratings are as follows:

- Type of job matches personal abilities: 82.88%
- Work location/ available transportation: 78.31%
- Work environment (culture): 72.67%
- Wages or salary: 63.96%



BBJ takes all of these conditions into consideration when we match a participant with a potential employer. BBJ does not "assign" people to jobs. Job development is tailored to identify employment opportunities on an individual basis. With help from The Able Trust, BBJ will continue to work to improve employment opportunities for people with IDD and over-reliance on government and facility-based supports.

Project Plan and Timeline

The project for this proposal will begin May 1, 2017 and end April 30, 2018.

Our Central Florida office is staffed by a dedicated team that brings a unique combination of knowledge, skills and experience to our Jobs program in the Orlando area. Beginning in 2016, Best Buddies Florida reorganized to address the need for infrastructure of our Jobs program. Best Buddies hired a director of Jobs to oversee expansion and supervision throughout the state of Florida. The director focuses on securing funding to support existing programs in addition to expanding the program by adding additional staff. The Central Florida Jobs staff includes a program supervisor and employment consultant.

Best Buddies has strong relationships with service providers in the communities where we are involved. In each school-based chapter, we establish relationships and coordinate services with middle and high school special education programs and the school district personnel that administer them. In addition to schools and school districts, Best Buddies collaborates with local Vocational Rehabilitation offices that support individuals with disabilities who are looking to find employment.

The Jobs Program will leverage existing business relationships with companies that have already hired participants throughout the country. Some of these businesses include: Holland and Knight Law Firm, Cold Stone Creamery, Marriot Hotel and SeaWorld Orlando.

Best Buddies Jobs will focus efforts to educate existing members in the school-based Best Buddies high school programs. Many families of students with disabilities are often not prepared for transitioning out of high school into the workforce. With our school-based programs already tied to support friendship and conversation between students with and without disabilities, we can utilize this relationship to encourage conversations about transitioning out of high school and the options available to students with disabilities. Employment consultants (EC) will work collaboratively with Best Buddies program managers to attend transition parent nights in addition to the Best Buddies Jobs program.

Once enrolled in the Jobs program, BBJ will determine the individuals' skill levels, interests, and abilities, and will begin formulating an individualized employment plan. We will begin the process with pre-employment skills training: how to create a résumé, how to complete job applications, how to use available resources, and how to find appropriate jobs that align with their interests and abilities. The participants will practice interviewing, and the employment consultant will arrange job interviews with potential employers and will support the job seekers throughout the entire application/interview process. There will be a focus on white-collar work opportunities where participants can earn a competitive wage ranging from \$8.10 to \$17.00+ per hour. There will also be assistance for

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post interview activities such as writing thank you letters and instructing participants on how to follow up with employers on a position they truly want.

Once participants secure employment, BBJ leadership and the employment consultant will conduct a "Sensitivity Training" to the company's employees in order to educate them about best practices in supported employment. Later, the employment consultant will teach the participant with IDD how to get from their homes to the job site using public or private transportation. During the initial stages on the new job, the employment consultant will provide on-the-job support and will work alongside the participant. The employment consultant will also work with management and co-workers on how to best support the participant in achieving successful employment. This individualized support will continue until the participant is comfortable enough to work independently and the supervisor agrees they are successfully completing their tasks. During the entire lifecycle of employment, Best Buddies Jobs staff will continue to periodically monitor his or her performance based on the individual's needs and career goals, and will provide additional support when requested. The employment consultant will communicate with employers and other support service providers on a regular basis via the phone and face-to-face meetings.

"I love working at Holland and Knight and feeling like I'm part of the team. My job coach helped me create a resume, practiced interview skills and taught me how to take the bus to work which made finding a job so easy. I know if I do a good job, I could work here for life!" – Harold T. started on 1/3/17.

Expected Project Outcome

The Jobs program focuses on incorporating people with IDD in integrated jobs that are in non-traditional employment settings for this population such as data entry, filing, operating office equipment, answering phones, taking supply inventory, customer service and other responsibilities. Many individuals work in law firms, financial institutions, and other office settings, rather than being relegated to sheltered workshops. Each year, we are increasingly connected with more employers in the public and private sector as the success of our Jobs program grows.

Best Buddies was fortunate to have Dr. Phillips Charities support in gaining initial funding the launch the program beginning in September of 2016. Since then the office has hired a Program Supervisor that oversees the individual needs of each participant our program is working with. The goal for 2017-2018 is to provide services for 10-12 individuals with IDD in which BBJ matches the participant's skillset with the needs of the employer. On average, our participants throughout the state earn \$10.53 per hour and work 21 hours per week.

Objectives and Outcomes include:

1. Identify a minimum of 10-12 individuals and conduct either an On the Job Training Evaluation or a Vocational Assessment within the first month of their participation in the Jobs program.
2. Develop employment plans and resumes for each participant within the first 60 days of receiving their employment referral. Plans will clearly state the individual's career goal, conditions and preferences for employment, and possible accommodations that will promote success.
3. Develop jobs for a minimum of 10-12 individuals by the end of the grant cycle.

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4. Enter all participant records in the Jobs program online database (SET-Works) in order to obtain reports on demographics, wages, hours, and time spent with each participant.
5. Conduct regular meetings with key staff from Best Buddies Jobs Central Florida and other participating agencies.
6. Collect annual qualitative data from participants and their employers by utilizing a Participant Satisfaction Survey and a Supervisor's Evaluation form, to evaluate the effectiveness of the BBJ services.
7. Keep 80% of participants placed in employment at any given time. This puts BBJ well above the national recruiter average of 65-70%.
8. Meet with participants and review materials that will demonstrate 80% of participants will report that BBJ has helped them achieve their career goals "very well"; and 80% will report that they were trained "well" for their job.
9. Develop and maintain 20 employer partnerships.

Amount Requested/Total Project Cost

Best Buddies respectfully requests a \$65,000 investment from The Able Trust to support the expansion of our Jobs program in the Central Florida area. The total cost of the project is \$209,337. Other sources of funding for this project include a grant from the Dr. Phillips Foundation, and the Department of Education; Division of Vocational Rehabilitation.

Describe the Future Funding Situation

Future plans for leveraging, diversifying, and sustaining funding sources consists of a comprehensive fundraising plan that includes board and staff development and training to increase financial contributions. BBFL's state director will work with the Central Florida area director and the director of the Jobs Program to secure funding sources, build a donor base, and educate the community. Other strategies include: creating an annual campaign and increased outreach through our fully-integrated Kintera Database, including our bi-annual eNewsletter. In addition, BBFL continues to seek support from foundations, corporations and individuals. We research sources of government support and, when appropriate, apply for funding that is in line with our program goals. We also work with our employer partners to build positive relationships and secure their help in the form of sponsorships and fundraising events.

Statement of Relationships

There is no known relationship, donation of funds and/or volunteer hours with (a) a Director of The Able Trust and the staff/co-worker of that Director at their place of business and (b) staff of The Able Trust and/or their immediate family.

Best Buddies Florida

Orlando Jobs Project

| Summary of Projected Revenues | Match Foundation Request | Confirmed Funds | Total |
|---|--------------------------|-------------------|-------------------|
| Dr. Phillips Foundation Foundation (confirmed) | \$ - | \$ 108,580 | \$ 108,580 |
| Florida Vocational Rehabilitation (confirmed - fee for service) | \$ - | \$ 35,757 | \$ 35,757 |
| Match Foundation (pending) | \$ 65,000 | \$ - | \$ 65,000 |
| Total Revenue | \$ 65,000 | \$ 144,337 | \$ 209,337 |

| Summary of Expenses | Match Request | Confirmed | Total |
|---|------------------|-------------------|-------------------|
| Staff Time | | | |
| State Director (25% time on project) | \$ 6,210 | \$ 13,790 | \$ 20,000 |
| Director of Jobs (50% time on project) | \$ 9,315 | \$ 20,685 | \$ 30,000 |
| Jobs Supervisor (50% on project) | \$ 6,986 | \$ 15,514 | \$ 22,500 |
| Employment Consultant (1 FTE on project) | \$ 12,420 | \$ 27,580 | \$ 40,000 |
| Fringe Benefits @ 22% | \$ 7,685 | \$ 17,065 | \$ 24,750 |
| Subtotal | \$ 42,617 | \$ 94,633 | \$ 137,250 |
| Programs Operations | | | |
| Site Visits/Travel | \$ 1,884 | \$ 4,183 | \$ 6,066 |
| Staff Recruitment/Training | \$ 1,167 | \$ 2,592 | \$ 3,759 |
| Volunteer Recruitment/Training/Management | \$ 4,961 | \$ 11,017 | \$ 15,978 |
| Equipment | \$ 574 | \$ 1,275 | \$ 1,850 |
| Evaluation | \$ 8 | \$ 18 | \$ 26 |
| Office Space/Utilities | \$ 2,823 | \$ 6,268 | \$ 9,091 |
| Postage | \$ 160 | \$ 354 | \$ 514 |
| Supplies/Printing | \$ 265 | \$ 589 | \$ 854 |
| Technology/Telephone | \$ 791 | \$ 1,757 | \$ 2,549 |
| Subtotal | \$ 12,633 | \$ 28,053 | \$ 40,686 |
| Shared Services | \$ 9,750 | \$ 21,651 | \$ 31,401 |
| Total Expenses | \$ 65,000 | \$ 144,337 | \$ 209,337 |



FLORIDA ENDOWMENT FOUNDATION FOR VOCATIONAL REHABILITATION

Choice of Receiving Method for Progress Reports

Please indicate your choice for receiving Progress reports. No matter which method selected reports must be returned to The Able Trust by their indicated due date via postal mail to accommodate the volume of receipts and invoices that are required to be attached to support Budget line item expenses.

Organization would like to receive Progress reports by Postal Mail. Indicate any changes to the organization mailing address that are different than the proposal to route the envelope to the correct responsible person: _____

Organization would like to receive Progress Reports by Email. Indicate one or more addresses the report should be sent to:
Print Name of Person: Cary Ombres
Print carefully Email: caryombres@bestbuddies.org
Print Name of Person: Mae Mastrorio
Print carefully Email: maemastrorio@bestbuddies.org

Phone Number & Address to contact if the email is returned undeliverable:
407-898-0767 x103
105 E. Robinson Street, Suite 540 Orlando, FL 32801

Choose ONE answer: Do you need a PLAIN TEXT FILE?
YES _____ Not Necessary ✓

By signing below, Recipient agrees to the choice made above. Changes can be made at any time during the grant year by requesting the change on Organizational letterhead the change(s) needed and why with the signature of the authorizing personnel.

Cary Ombres
Signature of Executive Director

7/17/17
Date