



ORIGINAL

FLORIDA ENDOWMENT FOUNDATION FOR VOCATIONAL REHABILITATION  
ORGANIZATION GRANT AWARD CONTRACT

This agreement is entered into this 14<sup>th</sup> day of July, 2017 between Bishop Grady Villas ("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 # 18-601 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sign and return contract within 60 days of presentation of contract by Foundation, or such Grant award shall be deemed withdrawn.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 **\$34,740.00** to Organization as Grant # **18-601** 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 **\$16,370.00** and will be delivered within 30 days after receipt of a fully executed contract. The second disbursement shall be in the amount of **\$16,370.00** 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.

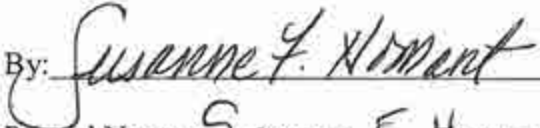
Organization and Foundation accept the terms of this contract by signing below. Organization states it is authorized to enter into this contract by the signature below. Any and all required approvals, consents, and corporate actions have been taken or obtained by Organization to allow it to enter into 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:   
Printed Name: Kevin Johnson  
Title: Executive Director  
Date: 6/28/2017

**FOUNDATION**

By:   
Printed Name: Susanne F. Homant  
Title: President & CEO  
Date: 7/14/2017

General Support of Employment Programs Grant ApplicationOrganization Name: Bishop Grady VillasState of Florida Charitable Registration #: 85-8012735791C-0  
IRS Employer Identification #: 59-359842718-001  
~~17-601~~Mailing Address \_\_\_\_\_ Physical Location where Services Provided \_\_\_\_\_  
Street: 401 Bishop Grady Court  
City: St. Cloud  
State: Florida  
Zip Code: 34769Executive Director's Name: Kevin Johnson  
Phone Number: (407) 892-6078 Fax: (407) 892-3081  
Email: kjohnson@bishopgradyvillas.orgPrimary Project Contact: Laurel Hayward  
Phone Number: (407) 892-6078 ext. 201 Fax: (407) 892-3081  
Email: lhayward@bishopgradyvillas.org  
Organization Website: www.bishopgradyvillas.orgProject Name: Project SEARCH - Bishop Grady VillasDisability Population to be Served in proposed project:  
LIST Developmentally disabled/Developmentally disabled with physical disabilities (vision, aural, ambulatory)County/Counties to Benefit Most from the proposed project:  
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: 8-14  
Total # of Persons proposed to become employed  
Approximately 20 hours per week: \_\_\_\_\_  
Approximately 30+ hours per week: 6-11  
Total Amount of Funds Requested of The Able Trust: \$34,740  
Total Amount of Funds Projected to support the proposed project: \$70,346 5/4/17  
Signature & Date Executive Director  
Print Name: Kevin Johnson 4-4-17  
Signature & Date Board Officer  
Print Name: Carol Brinati  
Representing Company: \_\_\_\_\_

Attachment One

## Project SEARCH – Bishop Grady Villas Proposal Narrative

### Project Name:

Project SEARCH – Bishop Grady Villas

### Population Served:

Project SEARCH is a unique, business led, one-year school-to-work program serving individuals with a primary diagnosis of an intellectual or developmental disability and can include a secondary diagnosis of a physical, mental, or emotional impairment. Project SEARCH – Bishop Grady Villas will serve students with significant developmental disabilities (Autism, Down syndrome, Cerebral palsy, Spina bifida, Prader-Willi syndrome, and Phelan-McDermid syndrome) and secondarily diagnosed physical disabilities (hearing, visual, ambulatory) throughout Osceola County as identified by the Osceola County School District.

### Statement of Need:

As the third most populous state in the United States, Florida consistently has lower employment rates of people with intellectual and developmental disabilities than the national average. While the state's employment percentages of actively employed people with disabilities remains stagnant (30.4%), Florida has made substantial progress in raising the percentages of high school graduation rates of individuals with disabilities, from 40% in 2010 to 55.1% from the most recent available data. Increased graduation rates can significantly impact lifetime earning ability and the ability to live independently. In short, as more and more individuals with intellectual and developmental disabilities graduate from high school their lifetime earning potential increases. As a result there is a crucial need for transitional vocational training and competitive employment opportunities for these students about to enter the workforce (statistics provided by "Quantifying the Unemployment Rate for Workers with Disabilities in Florida" by the Florida Chamber Foundation in 2016).

Florida ranks second to last in the nation in spending for intellectual and developmental disability services and care (2013 statistic per [dayinmyshoes.org](http://dayinmyshoes.org)). With such limited funds, it is essential that new partnerships are formed to create opportunities for these students to develop successful careers. As the population of Central Florida continues to explode, more and more services are in turn needed to serve individuals with disabilities. Currently, there is only one Project SEARCH site in Osceola County at Celebration Health, a hospital. Osceola County differs from other counties in Central Florida in that there are no community-based transition programs offered to students by the school district. Having a second Project SEARCH site at a diverse employer within the hospitality industry provides another career path for an additional 8 to 14 students annually. In addition, with the new Workforce Innovation and Opportunity Act, there is a renewed focus in serving transition-aged youth. The Project SEARCH model with its 80% placement rate for participants is a recognized model for assisting individuals with significant disabilities to transition to successful careers after high school.

Able Trust funding will provide invaluable start up salary support, equipment (laptop), and initial travel and learning expenses for the position of skills trainer for the initial year of the program (August 2017 – April 2018), which will serve between six and eight interns, before we receive the majority of payment through job placement no earlier than April 2018. The first payments through Vocational Rehabilitation of \$29,394 (based on six interns) would be received no sooner than six months into the project. Able Trust funding is therefore crucial in providing important "gap

funding" (August 2017 – February 2018) as well as some start-up cost funding, to support the project until spring 2018. Project SEARCH – Bishop Grady Villas is expected to be completely self-sustaining in its second year, with the expected number of interns to increase to fourteen.

#### **Project Plan and Description:**

Bishop Grady Villas was approved as a Project SEARCH participant in January 2017 after several years of collaborating and partnering with the Osceola County School District with employment initiatives and transition programming. Marriott's Gaylord Palms Resort in Kissimmee agreed to be the host site in February 2017 providing potential rotations in retail, banquets, culinary, clerical, horticulture, recreation, housekeeping and spa services.

#### *Start-Up*

In collaboration with the Osceola County School District and the Department of Vocational Rehabilitation, a start-up and implementation plan has been created and approved by all parties. The Project SEARCH – Bishop Grady Villas steering committee is not only addressing the concerns of site logistics, hiring, technology support, acquiring mentors, and instructor training, but also the recruitment and selection of interns. This recruitment and selection process includes strategies of marketing materials and events for the traditional pool of families, schools, and community agencies, but also staffing specialists, resource teachers, Directors of ESE, and functional classroom instructors. After applications have been submitted and interviews completed, it is the Osceola County School District as well as the Project SEARCH – Bishop Grady Villas steering committee and the host business, Marriott's Gaylord Palms, which will choose the final interns.

#### *Needs Assessed and Addressed*

Project SEARCH – Bishop Grady Villas is a nine month rotating internship (3 rotating internships per person), which will expose interns to the departments of maintenance, customer service, administration, grounds keeping, housekeeping, culinary arts, entertainment/recreation, and special event planning at the Gaylord Palms Resort. The performance of interns will be assessed not only from the skills trainers, employment manager, the Gaylord Palms' human resources department and the Project SEARCH – Bishop Grady Villas steering committee, as well as the personal preference of the intern. Once a consensus has been built near the end of the year, each intern's individual career plan will be developed and the individual will be provided appropriate services to reach a placement outcome. This collaborative approach not only ensures the intern has a variety of input, but gives the individual ownership of his or her career choice, which can include applying for a job at the host business or elsewhere.

#### *Training*

Project SEARCH is an international trademarked and copyrighted program model, which can accommodate different business sectors and regional variation in structure while adhering to critical training standards and components. Program participants experience total immersion in the workplace, which facilitates a seamless combination of classroom instruction, career exploration, and relevant job skills training through strategically designed internships. Interns are on site at the host business each school day for a minimum of six hours for an entire academic year. On site staffing includes a skills trainer and employment manager, along with the participation of the host business' department heads provides daily training for interns.

The final goal for each Project SEARCH intern is competitive employment. After initial orientation, skills assessment, and familiarization within the business environment, interns develop a career plan that guides the internship selection process and individualized job search. Through a series of three targeted internships at the host site, interns acquire competitive, marketable, and transferable skills. They build communication, teamwork, and problem solving skills. Students spend approximately five hours each day at their internships. Working from a task list, they acquire core skills necessary to be hired in an entry level position at the host site. The Project SEARCH staff delivers the training and develops job accommodations and standard work procedures. Once interns master the core skills, additional skills are layered on to improve marketability.

In addition to host business department heads and employment liaisons at Gaylord Palms, there will be two skills trainers on site at all times during intern hours to also help with training.

#### *Evaluative Measures*

In addition to the established evaluative measures used by Project SEARCH worldwide, (which include progress tracking sheets and information concerning demographic, internship rotations, and employment outcomes) the Osceola County School District and Bishop Grady Villas will each employ specific evaluative measures to ensure the success of the program and the interns. Working hand in hand, Bishop Grady Villas and Osceola County will conduct extensive testing and assessment even before the interns officially begin the program. Skills assessments and intern self-audits are used in the preliminary stages. Two weeks before internship rotation begins, students will be on site not only to learn the workplace culture and rules, but also to undergo more testing and evaluations by the skills trainers and teacher as well as evaluations of which three rotations is best suited for each person.

Once interns begin their rotations, their performance is evaluated daily by the skills trainers who not only employ personal observation but consult regularly with host site department managers. Task analyses are created which will break down duties and evaluate levels of independence. Daily onsite interventions will be conducted as needed.

#### *Job Development*

It is the ultimate responsibility of the skills trainers to cultivate and develop strong relationships with host site department managers and Gaylord Palms' retail businesses to ensure positive experiences in hiring as well as continued positive experiences during subsequent intern employment. Job development is a process that begins months prior to the day when interns begin the program. Gaylord Palms is committed to providing employment opportunities to qualified candidates through direct employment as well as their vendor relationships.

The skills trainer facilitates cultivations of relationships with the business team and students, assisting parents in preparing for successful transition, and placement activities at the host business or other locations in the community.

#### *Follow Up*

Services do not stop once the intern receives an offer of employment. Nor do services stop if initial employment attempts prove unsuccessful upon completion of Project SEARCH. Once employed, the first phase of maintaining employment lasts six months. Within that six-month period, every month is monitored by Bishop Grady Villas and progress noted are submitted to a counselor who reviews the stages of success or suggests any interventions that might be needed. A more intensive



review is provided at different stages before the six months is finalized. Depending on the type of disability, extended services can be provided either through Bishop Grady Villas or the Agency for Persons with Disabilities (APD). Bishop Grady Villas will follow interns up to six months after employment, both to monitor employee satisfaction and progress as well as to address any questions or concerns of the employer. Follow up will consist of employment site visits (scheduled and unscheduled), employee and employer satisfaction surveys, and regular meetings with the employer and employee. If the individual qualifies for extended services, additional follow-up of four to six hours per month may be provided on an ongoing basis.

If the intern is not initially successful in securing employment after Project SEARCH – Bishop Grady Villas, or they age out, services will then transition to Bishop Grady Villas. Employment services will be available until the individual reaches an employment outcome or has chosen not to pursue employment.

#### **Expected Project Outcome:**

We anticipate an 80% employment rate for our interns after completion of the first year of Project SEARCH – Bishop Grady Villas. The average national employment rate for Project SEARCH is 81%.

Using the rubrics and protocols already established by Project SEARCH, intern employment data will be collected at the three, six, and twelve-month time frame for individuals placed. Comprehensive data (name, disability, employer, job position, start date, wage, benefits, overall satisfaction, and promotions) will be collected and maintained for up to three years and provided to Able Trust if and when requested.

#### **Amount Requested:**

\$34,740 is requested of The Able Trust out of a project cost of \$70,346.

Other sources of funding for Project SEARCH – Bishop Grady Villas include the Osceola County School District, the Florida Developmental Disabilities Council, Bishop Grady Villas, and several local private foundations. These funding sources will provide for much needed technical assistance for start-up, marketing materials to ensure a well-informed populace, and fringe support for the skills trainer and supervisor.

Able Trust funding will provide invaluable start up salary support, equipment (laptop), initial travel and learning expenses, and gap funding for the position of skills trainer for the first year of the program, before we can begin billing. Able Trust funding is crucial in meeting 50% of the project cost, which our other identified financial supporters would be unable to fund.

#### **Future Funding:**

Project SEARCH – Bishop Grady Villas will be sustained through Vocational Rehabilitation and the Agency for Persons with Disabilities. Income be generated under the internship portion of the program (work evaluations and three on the job training placements), creating a minimum income of \$39,192 collectively, based on a minimum of eight interns. Up to \$121,056 in total funding would be provided by Vocational Rehabilitation for successful placement in competitive employment opportunities and follow up benchmarks for 8 participants by case closure. The program intent is to create a permanent Project SEARCH site at Gaylord Palms in partnership with the School District.

of Osceola County and the Division of Vocational Rehabilitation for future students with intellectual and developmental disabilities with the long-term goal of serving 14 students annually.

#### **Statement of Relationships:**

There are no relationships, donation of funds, or volunteer hours between Bishop Grady Villas and a Director or staff member of the Able Trust.

#### **History**

Bishop Grady Villas began as an idea of Sister Elizabeth Marie Stoup, a Sister of St. Joseph and principal of Morning Star School in Orlando for children with intellectual and developmental disabilities. Sr. Elizabeth saw many of her students achieve amazing milestones at school only to graduate to a life of sitting at home without the opportunity to work or have a meaningful day. Sister began to put a plan together to establish a residential community where her students could have the support they needed to live as independently as possible while also experiencing responsibility, employment opportunities, and physical and spiritual growth. In 2000, the Diocese of Orlando procured 11 acres of land in St. Cloud, Florida. After a capital campaign, Bishop Grady Villas opened its doors to its first two residents in 2004. Bishop Grady Villas expanded its mission to serve individuals with disabilities who reside throughout Central Florida in its Vocational and Employment Services programs. These services assist jobseekers with disabilities who reside throughout Central Florida in acquiring and maintaining competitive employment.

#### **Mission**

Bishop Grady Villas supports persons with disabilities to use their God-given gifts to achieve greater independence, physical and emotional well-being, and spiritual growth. We empower those individuals from throughout Central Florida to reach their full potential through Christ-centered, personalized, and wholistic residential, vocational, and employment services and community support. Bishop Grady Villas provides services to individuals with disabilities in an non-discriminatory, non-sectarian basis throughout Central Florida.

Bishop Grady Villas' mission is three-fold: to provide residential, vocational, and employment services. Project SEARCH is a natural partner, fulfilling two of these three goals, through both on the job training as well as employment upon completion.

Bishop Grady Villas -  
Project SEARCH Operating Budget

Item	Cost	Bishop Grady Villas	FDDC	Osceola County School District	Other	Able Trust
License	100.00		100.00			
Renewal fee	300.00	150.00		150.00		
Technical assistance for start-up	16,000		16,000			
Marketing Videos	1,808				1,808	
Flyers/Banners	350.00			350.00		
Portable Projector	200.00					200.00
Family Day Snacks	100.00	50.00		50.00		
Conference travel hotel (2)	1,600					1,600.00
Conference travel plane (2)	600.00					600.00
Conference travel car rental	120.00					120.00
Conference training (2)	800.00					800.00
Fuel cost	500.00					500.00
Skills Trainer salary	30,000					30,000
Computer for Skills Trainer	900.00					900.00
Fringe benefits of Skills Trainer	10,128				10,128	
Fringe benefits for part time Supervisor	6,000				6,000	
Phone	840.00	840.00				
<b>TOTAL</b>	<b>70,346.00</b>	<b>1,040</b>	<b>16,100</b>	<b>550.00</b>	<b>17,936</b>	<b>34,740.00</b>

Total Amount Requested of The Able Trust: \$34,740.00  
Grand Total Amount of Project: \$70,346.00



## The Able Trust™ Name, Logos and Taglines Requirements

### Name, Logo and Tagline Usage Guidelines

- The Able Trust name and logo is a registered trademark with the United States Patent and Trademark Office
- The name, logo and tagline may not be used without express written permission from The Able Trust
- The name, logo and tagline may not be used in a manner that would disparage The Able Trust
- The logo and tagline may not be distorted in perspective or appearance
- The logo and tagline must be used as provided by The Able Trust with no changes in color, design or removal or addition of any words or artwork
- To request an electronic version of The Able Trust logo or have draft materials approved by The Able Trust, contact Guenevere Crum, at 888.838.2253 or [guenevere@abletrust.org](mailto:guenevere@abletrust.org)

### The Able Trust Written Words Specifications & Requirements

The Able Trust should always be written in the following format:

- "The Able Trust"
- Capitalize the "T" in The and the letters in lowercase following the A in Able.

The following is incorrect:

- the Able Trust
- the ABLE Trust

### The Able Trust Logo Specifications & Requirements

Pantone Color Specs  
*For Press Printing*  
PMS280 = Pantone 661

CMYK Color Specs  
*For Desktop Printer or Digital Press*  
C = 100  
M = 100  
Y = 27  
K = 14

RGB Color Specs  
*For Computer Screen Presentation*  
R = 38  
G = 38  
B = 113  
(hex #: 262671)

\*Grayscale - The entire logo wording should be black with a white background, as shown below.

Attachment Two 1

## Logo Size

The logo may be increased or decreased in size. However, its proportions should never be altered. Here are some recommended sizing options.



50% Aspect Ratio  
Size: .68 X .99



75% Aspect Ratio  
Size: 1.02 X 1.49



100% Aspect Ratio  
Size: 1.36 X 2

## The Able Trust Grant Award Logo Specifications & Requirements

- The Able Trust Grant Award contract states that “The Agency must recognize the Foundation in any materials that are the direct result of funding through this Contract.”
- All materials that include the promotional logo or written recognition statement must be approved by The Able Trust.
- Materials can be emailed, faxed or mailed to:
  - Guenevere Crum
  - The Able Trust
  - 3320 Thomasville Rd, Suite 200
  - Tallahassee, FL 32308
  - 850.224.4496 Fax
  - [guenevere@abletrust.org](mailto:guenevere@abletrust.org)
- The Able Trust logo should be used for promotions related to projects funded by The Able Trust grant awards, which may include for example:
  - Project brochures
  - Project informational flyers
  - Event invitations/flyers/program books related to projects funded by The Able Trust grant award
- The Agency Grant Award contact should request an electronic format of The Able Trust logo to include in promotional materials or use the logo slick provided with The Able Trust Grant award contract.
- \*Logos should not be scanned from this document or copied/saved from The Able Trust website.
- For press releases, please use the following written recognition statement in lieu of the logo:
  - This Project Funded by The Able Trust

**Grant Logo**

The Grant Award logo is shown as follows. It may be increased or decreased in size. However, its proportions should never be altered.



###



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: Laurel Hayward

Print carefully Email: lhayward@bishopgradyvillas.org

Print Name of Person: Kenia Johnson

Print carefully Email: kjohnson@bishopgradyvillas.org

Phone Number & Address to contact if the email is returned undeliverable:

401 Bishop Grady Ct. St. Cloud, FL 34769

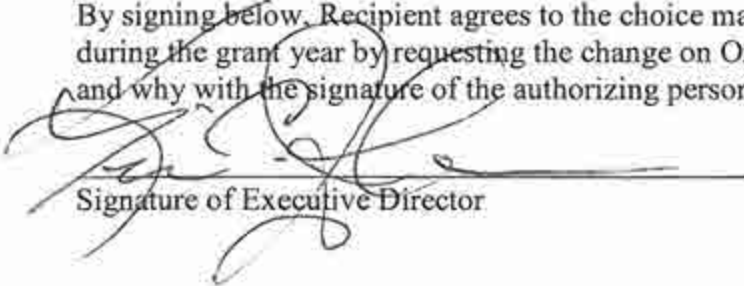
407-892-6078

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.

  
Signature of Executive Director

6/28/2017  
Date