



AGREEMENT SUMMARY

1. Other Contracting Party:

STATE OF FLORIDA, DEPARTMENT OF STATE, DIVISION OF CULTURAL AFFAIRS

2. Proposed Action:

[X] New Contract [] Amendment, Number [] Renewal [] Extension

3. Document Type (select one):

Grant Agreement

4. Purpose/Description:

For the General Program Support to assist the Cultural Division with its ongoing initiatives.

5. Special Provisions (select if applicable):

[] Living Wage Program [] Workforce Investment Pilot Program [] Federal DBE/ACDBE program [] CBE Program [] SBE Sheltered Market Program [] M/WBE Program [] In-Kind Match Required: \$ _____ or _____ % [X] Cash Match Required: \$ 46,081 or _____ %

6.a. Effective Dates (for new agreements only):

Start : July 1, 2017 End: June 30, 2018

6.b. Effective Dates (amendments only):

[] No Change [] End date has changed from _____ to _____. [] Term has from _____ to _____.

7. Contract Administrator:

Name: Earl F. Bosworth Phone: 954-357-7456

8. Contract Type:

[] Cost reimbursement [] Open-end [] Firm fixed price [] Time and materials [X] Performance-based [] Other _____

9.a. Contract Value (new contracts)

Table with 2 columns: Description, Amount. Rows: Actual/Estimated, Base amount (46,081), Reimbursables, Optional Services, Total contract value (46,081).

9.b. Contract Value (amendments only)

Table with 2 columns: Description, Amount. Rows: No change/Actual/Estimated, Original approved contract value, Approved previous adjustments, Value of this action, Amended total contract value.

10. Payment Method

[] Lump Sum Payment [X] Milestone or Progress-Based [] Scheduled or Time-Based [] Other

11. Payment Terms

The first payment will be a 25% advance of the grant award upon execution of the contract. The second payment will be 25% of the grant award. Payment will be made in accordance with the completion of the Deliverables. The third payment will be 25% of the grant award. Payment will be made in accordance with the completion of the Deliverables. The fourth payment will be 25% of the grant award. Payment will be made in accordance with the completion of the Deliverables.

12. Cost Adjustment

[X] Not Applicable [] Fixed Percentage - ____% [] Actual Cost [] CPI or other Index [] Fixed Amount - \$ ____ [] Other:

13. Equity Program Participation Summary

- a. County established M/WBE, SBE, CDBE, CBE, DBE or ACDBE participation goal for this action or project: N/A
- b. Contractor-committed M/WBE, SBE, CDBE, CBE, DBE or ACDBE participation goal planned for this action or project: N/A
- c. M/WBE, SBE, CDBE, CBE, DBE or ACDBE participation to date: N/A

14. Renewal or Extension Terms:
 THE GRANT COMPLETION DEADLINE IS JUNE 30, 2018. THE GRANT COMPLETION DEADLINE IS THE DATE WHEN THE PROJECT IS 100% COMPLETE AND ALL GRANT AND MATCHING FUNDS HAVE BEEN PAID OUT IN ACCORDANCE WITH THE WORK DESCRIBED IN THE SCOPE OF WORK, DETAILED IN THE APPROVED PROJECT BUDGET. IF THE GRANTEE FINDS IT NECESSARY TO REQUEST AN EXTENSION OF THE GRANT COMPLETION DEADLINE, THE EXTENSION MAY NOT EXCEED 30 DAYS, UNLESS THE GRANTEE CAN DEMONSTRATE EXTENUATING CIRCUMSTANCES.

15. Termination and Cancellation Provisions
For Cause: FAILURE OF GRANTEE TO FULFILL ITS OBLIGATIONS UNDER THE AGREEMENT. IN SUCH EVENT, THE STATE MUST PROVIDE THE GRANTEE A NOTICE IN WRITING, AT LEAST 15 CALENDAR DAYS FROM THE DATE OF RECEIPT TO CURE THE VIOLATION.
For Convenience: N/A

16. Deliverables, milestones or scope of this action:

The Grantee must submit the reports to the State. The Project Progress Report shall document the completion of any deliverables/ tasks, expenses and activities that occurred during that reporting period.

- a. First Project Progress Report due no later than one month after the reporting period. The reporting period is the first three months of the grant period.
- b. Final Report for the grant period; the final report is due no later than one month after the reporting period.

17. List terms, considerations or deviations from standard county form.

Section 42 of the Grant Agreement provides for venue in Leon County, Florida, instead of Broward County, Florida, for any legal action arising under the Agreement.