

Memorandum



Date: March 21, 2017

To: Honorable Chairman Esteban L. Bovo, Jr.
and Members, Board of County Commissioners

Agenda Item No. 8(G)(1)

From: Carlos A. Gimenez
Mayor

A handwritten signature in black ink, appearing to read "Carlos A. Gimenez", written over a horizontal line.

Subject: Recommendations for Grant Awards to Community-Based Organizations (RFP No. CBO1516), Administrative Cost Cap Formula, and Reallocating Certain Community-Based Organization Allocations

Recommendation

It is recommended that the Board of County Commissioners (Board) approve grant awards to certain Community-Based Organizations (CBOs), as presented in Attachment A and which were selected in accordance with a competitive process approved by Resolution No. R-59-16 and Budget Ordinance No. 16-98. It is also recommended that the Board authorize the County Mayor or the County Mayor's designee to negotiate and execute contracts, for and on behalf of Miami-Dade County, with the CBOs and to terminate, amend, renew and exercise all other provisions contained in said contracts after approval by the County Attorney's Office. These grant awards shall have an initial 12-month term commencing on June 1, 2017, and shall automatically renew on an annual basis at the end of each term for one year, not to exceed two years from the end of the initial grant term, subject to appropriation and availability of funds. With the approval of both parties and the satisfactory performance of the contracted agencies, a renewal agreement containing the same terms and conditions, except for necessary adjustments to the maximum amounts payable, shall be executed.

Further, it is recommended that the Board approve a maximum administrative cost cap for grant awards under this and future Requests for Proposals for Human and Social Services CBO Funding not to exceed forty-five percent for agencies with a total agency budget less than \$500,000; thirty-five percent for agencies with a total budget of \$500,000 to \$999,999; and twenty-five percent for agencies with a total agency budget of \$1.0 million or more, but under no circumstances shall the maximum administrative cost cap exceed the administrative cost percentage requested in the agency's program proposal, as determined by the County.

It is also recommended that the Board waive the portion of Resolution No. R-142-15 that requires CBO responses be included in the final report card presented to the Board. Due to the volume of documents that were provided in response to the County's CBO Application Report Card and related due diligence review and the possible inclusion and disclosure of exempt documents under Florida's Public Records Act, a partial waiver of R-142-15 is required. However, the documents will be made available for inspection upon request at the Office of Management and Budget.

With regard to FY 2016-17 CBO funding, several CBOs declined funding, were non-responsive, or had contracts terminated. Therefore, unallocated FY 2016-17 CBO funding exists in the amount of \$779,422, as provided in Attachment B. In addition, there remains unallocated funds from the competitive grant process: \$7,135 from the Special Needs sub-category, and \$389,211

from the Criminal Justice sub-category. It is recommended that the Board reallocate certain of these funds in the following manner. Of the unallocated FY 2016-17 CBO funding and the \$7,135 from the Special Needs sub-category (totaling \$786,557), \$650,000 to be divided among the 13 Districts to assist their under-served populations (\$50,000 for each District, for a total of \$200,000 per District when included with prior allocations), and the remaining \$136,557 be allocated to the United Way of Miami-Dade, Inc. (United Way), who has agreed to serve as the fiscal sponsor for the County's Capacity-Building Program. As described below, this Capacity-Building Program will in turn assist CBOs by providing them with consultant services and with other important tools, expertise, and skills to help them increase their opportunities for success. Additionally, of the unallocated \$389,211 from the Criminal Justice sub-category, it is recommended that this money remain as currently allocated and that the County's Youth Crime Task Force consider how to use this entire amount and forward their recommendations for Board approval at a future date.

Finally, a waiver of the requirements of Resolution No. R-130-06 is necessary to provide the County time to finalize the contracts with the CBOs. Additionally, waiver of Resolution No. R-130-06 as it relates to the contract with the United Way is necessary in order to maintain a commitment to a March 30, 2017 launch date for the Program and not risk the loss of existing fund-raising pledges, donations, and contributions from various community partners.

Scope

These grant awards, administrative cost caps, and reallocated funding will support human and social services throughout the County.

Fiscal Impact / Funding Source

Funding for CBOs was allocated as part of the budget process for FY 2016-17 and will be determined annually thereafter. The total General Fund budget for new awards in FY 2016-17 is \$14.018 million. There is no fiscal impact for the proposed fiscal sponsorship agreement with United Way or the Capacity-Building Project.

Track Record / Monitor

The Office of Management and Budget-Grants Coordination Division (OMB-GC) will be responsible for the continued development and implementation of the Human and Social Services CBO process, including contract oversight and administration/management of the provider payment process. OMB-GC will ensure that administrative costs approved under this proposed formula are adhered to during the performance period of the resulting agreements.

Delegation of Authority

This item authorizes the County Mayor or the County Mayor's designee to enter into grant agreements, as outlined in Attachment A and determine the proper classification of direct and administrative costs included in CBO Grant Agreements and to implement the maximum administrative cost cap formula adopted by the Board. Further, the County Mayor or County Mayor's designee is authorized to enter into a fiscal sponsor agreement with the United Way, with the County contributing \$136,557 to United Way for purposes of the County's Capacity-Building Program. The County Mayor or the County Mayor's designee is also authorized to terminate, amend, renew and exercise all other provisions contained in the agreements.

Background

CBO Grant Awards

On January 20, 2016, the Board of County Commissioners adopted Resolution No. R-59-16 that authorized Request for Proposals No. CBO1516 (RFP) for the award of approximately \$14.018 million. Through this Resolution, the Board further waived the requirements of Resolution No. R-700-13, which provides that no more than 25 percent of a CBO's total administrative budget may be paid from County General Funds, and requested that an administrative cost cap be determined in a range not to exceed 25 to 45 percent for any one program proposal under the RFP. In accordance with the direction provided by the Board, eleven (11) service priority areas were established based upon the Board's mandated percentage allocations, as listed below:

Service Priority Area	% Allocation	Available Funding
I. Children, Youth and Families	17.5%	\$2,453,150
II. Special Needs	16.0%	\$2,242,880
III. Criminal Justice	16.0%	\$2,242,880
IV. Elder Needs	13.5%	\$1,892,430
V. Basic Needs	12.5%	\$1,752,250
VI. Children and Adults with Disabilities	6.5%	\$911,170
VII. Anti-violence Initiatives	4.0%	\$560,720
VIII. Preventative Health	4.0%	\$560,720
IX. Immigrants/New Entrants	4.0%	\$560,720
X. Workforce Development	4.0%	\$560,720
XI. Other, including Community Economic Development	2.0%	\$280,360
TOTAL	100.0%	\$14,018,000

Five Town Hall meetings and seven pre-proposal conferences were held prior to the proposal submission deadline. Following the advertisement, Miami-Dade County received 258 proposals from CBOs seeking to receive funding, with requests totaling almost \$86.0 million.

On February 9, 2016, Mayor Gimenez provided an update to the Board stating that in order to avoid any further delays with the commencement of the RFP process, the proposed administrative cost cap formula would be presented to the Board for approval before the final grant award negotiation phase. In this memorandum, the Board was also informed that the RFP document was revised to include the Board-approved 25 to 45 percent maximum administrative cost range and established the following factors for developing the formula: 1) size of the

organization's total budget; 2) percentage of the organization's total budget allocated to administrative costs; 3) percentage of the total grant funding requested allocated for administrative costs; 4) number and diversity of revenue streams and funding sources; 5) internal organizational administrative cost allocation methodology; 5) narrative justification; and 6) other relevant factors. Proposers were also informed that they could request up to 25 to 45 percent in administrative costs with appropriate justification as memorialized in the RFP.

Pursuant to the Board's discussion in January 2016, the 25 to 45 percent administrative cost range was established to aid smaller CBOs that provide a vital service to the community, but may have limited funding sources for its administrative operations. For this reason, the recommended formula assigns a higher percentage to agencies with smaller total agency budgets. The total agency budget information for this analysis was obtained from the agency-wide budget or the IRS Form 990/990 EZ submitted with the proposal.

Because proposing agencies were aware of the administrative cost cap range and could request higher administrative costs in the proposals than had previously been allowed, the percentage of the total grant funding requested allocated for administrative costs and narrative justification were also considered. Each individual program budget and budget narrative was reviewed to ensure direct and indirect costs were properly classified in the request and an administrative cost rate was calculated by program based on this information.

The following tables are provided to summarize the data related to the recommendation. Based on a review of all the proposals submitted in response to the RFP, a majority of program budget requests included administrative cost percentages that conform to the maximum administrative cost cap as follows.

TOTAL AGENCY BUDGET	MAXIMUM ADMINISTRATIVE COST CAP
\$0 - \$499,999	45%
\$500,000 - \$999,999	35%
\$1,000,000 and Up	25%

ADMINISTRATIVE COST CAP RANGE	NUMBER OF AGENCIES
0% - 25%	192
26% - 35%	29
36% - 45%	29

As required by Resolution No. R-630-13, County staff began the comprehensive due diligence process of reviewing each proposal for completeness, compliance with the requirements put forth in the RFP document, and, ultimately, responsiveness and a cure period was established to allow proposers to correct deficiencies. The CBO Application Report Card was completed based on the technical review of the application, the findings of the due diligence review, and past performance (both for County-funded contracts and other activities). Any curable deficiencies in the proposals were communicated to the agencies and the CBO Application Report Card results for each proposal were provided to the Agency, in order to allow each proposer the opportunity to respond in writing during the cure period. A summary table of the results of the CBO Application Report Card is provided as Attachment C. Members of the Evaluation/Selection Committees were provided the CBO Application Report Card and due

diligence results and a complete copy of the proposers' response, including additional documentation provided during the cure period, and were asked to score the past performance rating criteria based not upon the report card rating of red, yellow, or green, but instead based upon the results of the review, the proposer's response, if provided, and the relevant narrative sections of the proposal. Following the comprehensive review, a total of eight proposals were deemed non-responsive by staff and the County Attorney's office or were withdrawn.

Eleven Evaluation/Selection Committees, including 18 sub-committees, were established and were comprised of 154 members and alternates, which were balanced with regard to ethnicity and gender and, where possible, included external appointees from the following organizations: United Way of Miami-Dade, South Florida Behavioral Health Network, Inc., Center for Social Change, The Children's Trust, Alliance for Aging, Inc., and the Florida Department of Health-MDC. The Evaluation/Selection Committee members were selected based on having the appropriate professional experience and/or knowledge to evaluate proposals and received training from OMB-GC on the nature of the funding priorities, the use of the rating forms, confidentiality issues, Code of Silence regulations, rating criteria, scoring, and other pertinent areas of the evaluation process.

During the months of October, November, and December of 2016, the Evaluation/Selection Committees and Sub-Committees held 31 separate publicly noticed meetings, including Committee of the Whole meetings, in order to evaluate, rate, and rank the proposals based upon the criteria and procedure contained in the solicitation. These meetings and discussions culminated in the recommendations included in Attachment A. In developing recommendations, the Evaluation/Selection Committees took into consideration the CBO's organizational experience, past performance, target area/population and statement of need, community needs, program plan, service experience, capacity, community ties, collaboration and coordination, and budget and financial capacity. Decisions were made utilizing a consensus-based process, where possible, and adopted by a formal vote of the members, as needed.

In accordance with Section 5.19 of the RFP, an Informal Appeals Panel was established and met on February 24 and 27, 2017, for approximately four hours to consider appeals. The following agencies participated in the process:

The Advocacy Network on Disabilities	Amigos for Kids
Belafonte Tacolcy Center, Inc.	Coalition of Florida Farmworker Organizations, Inc.
Disability Independence Group	Fanm Ayisyen Nan Miyami, Inc.
Fifty-Five Years & Up, Inc.	Guardianship Program of Dade County, Inc.
Haitian Neighborhood Center	Hispanic Coalition
Holy Temple Human Services Corp.	Jewish Community Services of South Florida
Latinos United in Action Center, Inc.	The Optimist Foundation of Greater Goulds Florida
St. Albans's Child Enrichment Center	Teen Up-Ward Bound, Inc.
Thelma Gibson Health Initiative, Inc.	Voices for Children Foundation, Inc.

Organizations that filed the required Notice of Intent to Appeal were provided additional time to submit their arguments and supporting documentation. While each agency presented compelling concerns during the appellate process, Section 5.19 of the RFP provides that the, "basis of any appeal for these grants is limited to failure on the part of the County to follow the process outlined in this RFP document." As the appeals presented by the above-listed

agencies did not provide evidence of a failure to adhere to the process, following consideration of each agency's presentation and discussion the Panel unanimously denied each appeal.

A total of \$389,211 remained unallocated from the Criminal Justice category and the County's Youth Crime Task Force is considering options for the use of these dollars and will forward their recommendations to the Board for approval at a future date. As required by the RFP, the Youth Crime Task Force approved the funding recommendations of the Evaluation/Selection Committee appointed to the Criminal Justice category. The allocations included herein reflect the recommendations of the committees, consistent with the priorities and total allocation amounts established by the Board. The award recommendations presented in Attachment A represent approximately \$13.390 million.

As staff has worked to execute contracts for continuation funding provided for the first eight months of this fiscal year, several CBOs declined funding, were non-responsive, or had prior contracts terminated. Unallocated FY 2016-17 CBO funding exists in the amount of \$779,422, as provided in Attachment B. In addition, unallocated funds remain from the competitive process in one sub-category (Special Needs) in the amount of \$7,135. It is recommended that the Board reallocate these funds totaling \$786,557 in order to provide Commission Districts with additional funds to assist under-served populations. It is recommended that \$650,000 of the unallocated funds be divided among the 13 Districts (\$50,000 for each District, for a total of \$200,000 per District when included with prior allocations), with the remaining \$136,557 to be allocated to the County's Non-Profit Capacity-Building Program to continue to assist CBOs by providing them with consultant services and other important tools, expertise, and skills to increase their opportunities for success.

Capacity-Building Project

On September 17, 2015, as part of the FY 2015-16 Adopted Budget, the Board adopted Ordinance No. 15-93, and created a new position in OMB-GC in order to strengthen capacity-building efforts for CBOs. In FY 2015, OMB-GC hired a full-time Senior Grants Analyst whose responsibility was to specifically develop a countywide capacity-building program for local non-profit CBOs. The OMB-GC staff have spent many months identifying needs, developing strategies, and securing strategic partnerships to assist CBOs.

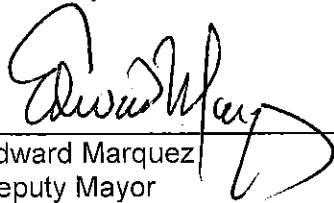
As a result of this work, the County has led an effort to create a collaborative community Capacity-Building Program (Program) and has sought the involvement of partners such as Allegany Franciscan Ministries, Catalyst Miami, Center for Social Change, The Children's Trust, Greater Miami Chamber of Commerce, Health Foundation of South Florida, Peacock Foundation, Philanthropy Miami, Social Florida Behavioral Health Network, United Way, Women's Fund, Wells Fargo, as well as additional partners and contributors.

As part of the initial phase of the Program, participating CBOs will be individually assessed and provided with consultant services. During subsequent phases of the Program, workshop series will be offered to CBOs throughout the County and certain CBOs will be selected to participate in an intensive pilot program and receive one-on-one consulting services.

The kick-off or launch event for the Capacity-Building Program is scheduled for March 30, 2017 and is targeting more than 400 CBOs for participation. These efforts represent the single

largest attempt ever to assess the capacity of the social sector and non-profit organizations in Miami-Dade County.

United Way has agreed to serve as a fiscal sponsor for the Program at no cost to the County and without receiving any compensation for its services. Funds to be donated from the participating partner organizations will be paid to the United Way for purposes of funding the Project. In turn, the United Way will disburse these funds for the Program, subject to prior approval by the County. As stated above, \$136,557 of the remaining unallocated CBO funds will be provided to the United Way for the purposes stated herein. It is recommended that the County Mayor or the County Mayor's designee be authorized to execute an agreement with the United Way. A waiver of Resolution No. R-130-06 is necessary due to time constraints, and the need to adhere to the agreed upon Program roll-out schedule to avoid jeopardizing any previously secured donations and funding contributions from partner organizations.



Edward Marquez
Deputy Mayor

Attachments

Mayor02317

RECOMMENDED FUNDING BY CATEGORY

CHILDREN, YOUTH & FAMILIES		
Agency	Program Title	Recommended Funding
The Sundari Foundation, Inc.	Lotus House Parenting Program	\$ 383,808
Concerned African Women, Inc.	New Dimensions in Parent Advocacy	\$ 218,683
Breakthrough Miami, Inc.	Summer Institute	\$ 146,303
Concerned African Women, Inc.	New Dimensions in Out-of-School	\$ 132,594
Center of Information & Orientation, Inc.	Child Abuse Prevention Program	\$ 59,360
Foster Care Review, Inc.	Citizen Review Panel Program	\$ 45,000
Lawyers for Children America	Miami Youth LEAD	\$ 63,972
The Education Fund, Inc.	SmartPath	\$ 205,777
World Literacy Crusade of FL, Inc.	Girl's Rock After School	\$ 138,000
Reading and Math, Inc.	Florida Reading Corps	\$ 391,018
Llirra'0, Inc.	Early Literacy and School Readiness	\$ 217,500
Overtown Youth Center, Inc.	Enriching Education	\$ 123,750
Miami City Ballet, Inc.	Ballet for Young People	\$ 32,379
Epilepsy Foundation of Florida, Inc.	Children, Youth and Families	\$ 42,989
Miami City Ballet, Inc.	Ballet Bus	\$ 45,871
Miami City Ballet, Inc.	Explore Dance	\$ 22,550
Miami City Ballet, Inc.	MCB School Scholarships	\$ 61,098
The Motivational Edge, Inc.	Out-of-school Engagement, Education & Empowerment Program (OSE3)	\$ 47,500
Common Threads, Inc.	Common Threads' Healthy Cooking and Nutrition Education	\$ 74,998
TOTAL		\$ 2,453,150
Contingencies for funding:		
The Education Fund-SmartPath: one of the eight high schools must be in the South-Dade area		
Reading and Math, Inc.-Florida Reading Corps: the sites must be reduced from eight to four and the one South-Dade site in Florida City must remain as one of the four sites		
Miami City Ballet, Inc.- Ballet Bus: negotiations will be conducted to reduce the 12-month cost allocation for this program		

SPECIAL NEEDS		
Agency	Program Title	Recommended Funding
Kristi House, Inc.	Child Sexual Abuse Victim Services	\$ 522,610
New Hope CORPS, Inc.	Regeneration Homeless/Indigent Residential Substance Abuse Treatment	\$ 438,000
Better Way of Miami, Inc.	Better Way of Life	\$ 500,000
Legal Services of Greater Miami, Inc.	Renters Education and Advocacy Legal Lines	\$ 79,956
Easter Seals of South Florida	Happy Hands Early Intervention Program	\$ 234,535
The Key Clubhouse of South Florida	Key Clubhouse Employment Program	\$ 70,000
The Sundari Foundation, Inc.	Lotus House Permanent Housing Program	\$ 138,092
Wellspring Counseling, Inc.	Bounce! Trauma Resolution Program	\$ 79,222
New Hope CORPS, Inc.	Prioritized Substance Abuse Treatment South Dade	\$ 123,330
Cuban American Bar Association Pro Bono Project, Inc.	Human Trafficking Program	\$ 50,000
TOTAL		\$ 2,235,745
\$7,135 remained unallocated from the Special Needs Category per the committee's consensus		

CRIMINAL JUSTICE		
Agency	Program Title	Recommended Funding
Switchboard of Miami, Inc.	Brief Strategic Family Therapy	\$ 150,622
Concerned African Women, Inc.	New Dimensions in Community Supervision Intervention	\$ 130,183
Concerned African Women, Inc.	New Dimensions in Family Empowerment Program	\$ 73,000
Institute for Child and Family Health, Inc.	Family Empowerment Program	\$ 148,250
The Institute of Black Family Life, Inc.	Family Empowerment	\$ 70,000
Institute for Child and Family Health, Inc.	Family Intervention Services - Functional Family Therapy	\$ 447,957
World Literacy Crusade of FL., Inc.	Girls Intervention Program	\$ 112,650
Institute for Child and Family Health, Inc.	12 and Under - SNAP Stop Now and Plan	\$ 112,144
Institute for Child and Family Health, Inc.	Sibling Prevention Program	\$ 134,573
The Public Health Trust of Miami-Dade County	GATE Program for Juvenile Offenders	\$ 250,000
TOTAL:		\$ 1,629,379
\$389,211 remained unallocated from the Criminal Justice Category per the committee's consensus		

ELDER NEEDS		
Agency	Program Title	Recommended Funding
Jewish Community Services of South Florida, Inc.	Emergency Homebound Meals And Shopping Services	\$ 119,646
Jewish Community Services of South Florida, Inc.	Care Management Safety And Security For Frail Elders	\$ 99,864
Easter Seals of South Florida	Ext Day & Saturday Adult Day Care	\$ 123,159
North Miami Foundation for Senior Citizens' Services, Inc.	Helping Seniors Stay At Home	\$ 234,590
Miami Lighthouse for the Blind and Visually Impaired, Inc.	Senior Group & Activities Program	\$ 150,000
Centro Campesino-Farmworker Center, Inc.	Let's Not Ignore Our Senior Citizens	\$ 66,540
Michael-Ann Russell Jewish Community Center, Inc.	The Quality Of Life - Senior Wellness Program	\$ 103,628
Jewish Community Services of South Florida, Inc.	Miami Beach Senior Center And Outreach Program	\$ 118,138
Ayuda, Inc.	Here For You	\$ 71,114
Southwest Social Services Programs, Inc.	Transportation for an Aging Population	\$ 57,888
Masada Home Care, Inc.	Emergency Home Care Services	\$ 49,441
Southwest Social Services Programs, Inc.	Hot Meals on Wheels for Miami-Dade County	\$ 40,338
Sunrise Community, Inc.	Sunrise Medical Elder Day Services	\$ 212,207
Southwest Social Services Programs, Inc.	Older Adult Nutritional & Socialization in Congregate Senior Centers	\$ 145,128
Community Coalition, Inc.	Senior Link	\$ 73,800
Senior L.I.F.T. Center, Inc.	Senior Lift Center, Inc.	\$ 57,400
United Home Care Services, Inc.	Frail Elders In-Home Support Services Program	\$ 169,549
TOTAL:		\$ 1,892,430
Contingencies for funding:		
Jewish Community Services-Care Management Safety and Security for Frail Elders: funding contingent upon agency removing all part-time case managers, except the full-time position, and removing rent (\$11,300) and \$3,000 from office supplies		
North Miami Foundation-Helping Seniors Stay at Home: must not use County funding for "telephone re-assurance" and "health and wellness", removing \$25,000		
Jewish Community Center-Miami Beach Senior Center and Outreach Program: must not utilize County funds to pay for Activity Coordinator, Outreach Program Coordinator, and \$22,000 for an instructor that was not tied to a specific activity		
Ayuda, Inc.-Here for You: funding is contingent upon not using County funding for Program Coordinator and the to-be hired Counselor		
Southwest Social Services-Transportation for an Aging Population: agency must utilize County funding to provide meals		
Masada Home Care-Emergency Home Care Services: agency must agree to reduce the budget by removing the Consultant position, travel, equipment, waste removal, pest control and the copier, transportation fleet management, transportation interest, property taxes, advertising, and reducing the transportation line item by 3/4		

Southwest Social Services-Older Adult Nutritional & Socialization in Congregate Senior Centers: agency must utilize County funding to provide meals

BASIC NEEDS		
Agency	Program Title	Recommended Funding
Human Services Coalition of Miami-Dade County, Inc.	Prosperity Campaign	\$ 294,600
Youth Violence Prevention Coalition, Inc.	NDYFC Network	\$ 231,212
American Red Cross Greater Miami & The Keys	Emergency Services	\$ 164,850
YWCA of Greater Miami-Dade, Inc.	YWCA Economic Empowerment Financial Literacy	\$ 118,336
Legal Services of Greater Miami, Inc.	Fast Track Project	\$ 45,848
Catholic Charities of the Archdiocese of Miami, Inc.	Your Money, Your Goals	\$ 65,240
The Abriendo Puertas Governing Board of East Little Havana, Inc.	One Stop Resource Center	\$ 313,945
Casa Valentina, Inc.	Foster Care to Independent Living	\$ 262,838
Haitian Neighborhood Center, Sant La, Inc.	Basic Needs	\$ 63,845
Branches, Inc.	Financial Literacy	\$ 63,845
Feeding South Florida, Inc.	Food System Strategy	\$ 63,845
The Coalition of Florida Farmwork Organizations, Inc.	Food Recovery and Distribution	\$ 63,845
TOTAL		\$ 1,752,249

CHILDREN & ADULTS WITH DISABILITIES		
Agency	Program Title	Recommended Funding
The Association for Development of the Exceptional, Inc. (A.D.E)	ADE, Inc. Academic/Vocational and Employment Skills Training Program for Adults with Developmental Disabilities	\$ 131,252
Jewish Community Services of South Florida, Inc.	Adult Day Training	\$ 58,006
Best Buddies International, Inc.	Best Buddies Friendship Project	\$ 143,513
Center for Independent Living of South Florida, Inc.	Adult Transition	\$ 208,480
Center for Independent Living of South Florida, Inc.	Deaf Services	\$ 128,192
Spinal Cord Living-Assistance Development, Inc. (SCLAD)	Community Inclusion Program	\$ 68,000
The Public Health Trust of Miami-Dade County	Social Work Services for Jackson Pediatric Center	\$ 30,060
CCDH, Inc.	Individual and Family Supports	\$ 143,667
TOTAL		\$ 911,170

ANTI-VIOLENCE		
Agency	Program Title	Recommended Funding
Cuban American Bar Association Pro Bono Project, Inc.	Domestic Violence Program	\$ 75,000
Boys & Girls Clubs of Miami-Dade, Inc.	Second Step & Date SMART	\$ 75,000
ASPIRA of Florida, Inc.	Crime Prevention	\$ 90,920
Center for Family and Child Enrichment, Inc.	Violence and Drug Prevention Program	\$ 249,800
Family & Children Faith Coalition, Inc.	Green Dot Miami	\$ 70,000
TOTAL		\$ 560,720

Contingencies for funding:

Center for Family & Child Enrichment-Violence and Drug Prevention Program: must reduce expenses for program supplies, office supplies, equipment, and travel

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PREVENTATIVE HEALTH		
Agency	Program Title	Recommended Funding
Latinos Salud, Inc.	Preventive Health	\$ 136,256
The Women's Breast & Heart Initiative, Florida Affiliate, Inc.	One in Three * One in Eight	\$ 68,822
Banyan Community Health Center, Inc.	Programs Offering Preventative Health and Promoting Access to Health Services	\$ 63,721
West Kendall Baptist Hospital, Inc.	Healthy Hub	\$ 106,586
Community AIDS Resource, Inc.	Outreach/ Linkage to Primary Care	\$ 103,250
Epilepsy Foundation of Florida, Inc.	Preventative Health	\$ 82,085
TOTAL		\$ 560,720

IMMIGRANTS/ NEW ENTRANTS		
Agency	Program Title	Recommended Funding
Cuban American Bar Association Pro Bono Project, Inc.	Immigrant Children Program	\$ 40,000
St. Thomas University, Inc.	St. Thomas University, Inc. Immigration Legal Assistance Program	\$ 62,252
Legal Services of Greater Miami, Inc.	New Americans Project	\$ 65,890
Youth Co-Op, Inc.	Matching Grant	\$ 187,763
Americans for Immigrant Justice, Inc.	LUCHA Program	\$ 59,908
Catholic Charities of the Archdiocese of Miami, Inc.	Services for the Elderly	\$ 60,000
WeCount!, Inc.	Immigrant Worker Education and Advocacy Project	\$ 50,000
Haitian Neighborhood Center, Sant La, Inc.	Immigrants/ New Entrants	\$ 34,907
TOTAL		\$ 560,720

ALL Agencies are not to utilize County funding to pay for criminal defense services

WORKFORCE DEVELOPMENT		
Agency	Program Title	Recommended Funding
Psycho-Social Rehabilitation Center, Inc.	Club Fellowship	\$ 113,459
Greater Miami Services Corps.	Greater Miami Services Corps. Corps-to-Career	\$ 213,538
Adults Mankind Organization, Inc.	Employment & Training	\$ 158,723
Branches, Inc.	Branches Summer Youth Guides Program	\$ 25,000
Best Buddies International, Inc.	Employment Services	\$ 50,000
TOTAL		\$ 560,720

OTHER INCLUDING ECONOMIC DEVELOPMENT		
Agency	Program Title	Recommended Funding
Legal Services of Greater Miami, Inc.	LGBT Justice Program	\$ 32,952
Transition, Inc.	Boot Camp Reentry Program	\$ 97,854
Jewish Community Services of South Florida, Inc.	Information, Access and Referral Services	\$ 57,518
WeCare of South Dade, Inc.	Neighborhood Resource Network	\$ 92,036
TOTAL		\$ 280,360

FY 2016-17 COMMUNITY-BASED ORGANIZATIONS
Re-allocation of Unspent Funding from Terminated, Declined, or Unexecuted Contracts

ORGANIZATION NAME	Program Name	FY 2016-17 Adopted Funding 8 Months	Notes
American Fraternity Inc.	Social Services for the Immigration Services	10,500	Terminated
American Fraternity Inc.	Immigration Services	14,543	Terminated
Citrus Health Network, Inc.	Kiva Safe Haven	7,140	The agency declined its FY15-16 funding
Citrus Health Network, Inc.	Shaman Housing Program	7,140	The agency declined its FY15-16 funding
City of Sweetwater		35,000	Terminated
Curleys Hose of Style	Hope Relief Food Bank	16,857	FY 15-16 contract was not executed
Empower "U", Inc.*	Families	8,925	Final Notice 1/26, no response
Girl Scout Council of Tropical Florida, Inc.	Girls Scout Academic Afterschool Program	24,990	Declined funding for this program
Harvest Fire International Outreach Ministries, Inc.*	Harvest Fire Family Enrichment Center	10,710	Final Notice sent 1/26, no response
Hosanna Community Foundation, Inc.	Positive Action Program	12,000	Terminated
Lutheran Services Florida, Inc.	Partners For Homes	4,463	Declined funding for this program
Miami Police Athletic League, Inc.	After School Matters Program	5,712	The agency did not execute a 3-month amendment in 15-16 and, therefore, cannot execute an amendment for 16-17
National Council of Jewish Women, Inc. Greater Miami Section	NCJW Domestic Abuse Education, Prevention, and Services Program	4,200	Declined funding
Optimist Club of Sunland, Inc.	Pop Warner Football and Cheerleading Program	2,703	FY 15-16 contract was not executed
Rafael Hernandez Housing and Economic Development Corp.*	Commercial Facade Program	3,360	Final Notice sent 1/27, no response
Sisters and Brothers Forever, Inc.	V. Elder Needs	336,000	The agency was defunded and \$450,000 from FY 15-16 was awarded to the agency's catering company, Greater Miami Catering. The Caterer has not spent the full amount of the FY15-16 allocation and they will receive a time extension through 5/31/2016 allowing them to expend the remaining funds from FY 15-16. This being the case, funds from FY 16-17 will not be provided.
The Dialysis Food Foundation of South Florida, Inc.	Food Recovery and Distribution Program for Kidney Dialysis Patients 1	17,850	Out of Business
The Dialysis Food Foundation of South Florida, Inc.	Food Recovery and Distribution Program for Kidney Dialysis Patients 2	12,892	Out of Business
The Dialysis Food Foundation of South Florida, Inc.	Food Recovery and Distribution Program for Kidney Dialysis Patients 3	9,917	Out of Business
The Dominican American National Foundation CDC Inc.*	Project	6,248	Final Notice 2/6, no response
The Dominican American National Foundation CDC Inc.*	Child/Parent Literacy Program	14,637	Final Notice 2/6, no response
The Dominican American National Foundation CDC Inc.*	Computer Training	14,280	Final Notice 2/6, no response
The Dominican American National Foundation CDC Inc.*	Martial Arts/After School Program	11,760	Final Notice 2/6, no response
The Dominican American National Foundation CDC Inc.*	Academic and Vocational Program	6,248	Final Notice 2/6, no response
The Foundation for Democracy in Africa, Inc.	Africando-U.S. Africa Trade and Investment Symposium	15,619	Did not execute a 9 or 3 month amendment in 15-16 due to pending issues from 14-15
The JPM Centre at Miami Gardens Drive, Inc.	The JPM Centre Youth After School Enrichment Tutorial Programs Training	7,140	Agency declined the 8-month amendment
The Shed Group, Inc.*	Give & Gain	5,355	FY15-16 is not closed out and agency has not submitted scopes and budgets. Final Notice will be sent.
Trinity Church, Incorporated	North Miami Neighborhood Network / Before and After School Program and Daycare Program	61,583	FY 15-16 contract was not executed
UNIDAD of Miami Beach, Inc.	Manual Skills Elderly Socialization & Recreation	7,650	Terminated on 3/16/16
University of Miami	Multidimensional Family Therapy for Juvenile Offenders	84,000	UM declined the contract in FY15-16
Total		\$ 779,422	

Amount to be divided equally and reallocated to 13-Commission Districts	\$ 650,000
Amount to be reallocated to County's Capacity Building Program	\$ 129,422
TOTAL RE-ALLOCATED	\$ 779,422

*Agency failed to respond to award letter and final notice

COMMUNITY-BASED ORGANIZATIONS' REPORT CARD AND DUE DILIGENCE RESULTS

ID	Applicant Legal Name	DEFICIENCIES	DUE DILIGENCE	REPORT CARD RATING
1516001	Switchboard of Miami, Inc.	IRS Form 990 filed late; IRS Form 8868 (extension of time) and IRS approval not provided; fair subcontracting form and program budgets are inconsistent regarding the use of subcontractors; Unable to determine corporate tax status of the identified subcontractor(s).	SFBHN Monitoring-background screening incomplete/not timely; sub-contract(s) missing; payback for unallowable charges; clients records incomplete/not timely; IRS Form 990 filed late; unable to verify timeliness of tax filing.	Red
1516002	The Salvation Army	Coversheet lists Salvation Army Miami Area Command as the applicant and all forms signed and executed by this entity, Sunbiz and IRS 501 (c)(3) letter reflect parent company (The Salvation Army Territorial Headquarters); Florida Certificate of Status not provided; Board list provided is for the local advisory board; annual agency-wide budget not submitted; Affidavit D-, Subcontractor/Supplier listing and independent audit submitted in the name of the area command, not the parent entity; Lobbyist registration missing the name of applicant.	Slow contract execution process due to agency reviews.	Green
1516003	Feeding South Florida, Inc.	Priority Service area not properly identified on the coversheet using category titles included in the REP documents; Florida Certificate of Status not provided; Board of Directors list does not appear to be complete/current in Sunbiz; IRS Form 990 not signed/dated; IRS Form 8868 (extension request) not signed/proof of electronic submission not provided; Fair Subcontracting form and program budgets are inconsistent regarding the use of subcontractors; unable to determine corporate tax status of the identified subcontractor(s).	Unresolved state lien for payroll taxes dated first quarter of 2014 (lien #1000000664105); Federal SAM reflects delinquent federal debt; unable to verify timeliness of tax filing.	Red
1516004	Communities United, Inc.	Address zip code on coversheet does not match address zip code reflected on Sunbiz; IRS Form 990 filed late.	IRS Form 990 filed late; IRS Form 8868 (extension of time) and IRS approval not provided; suspended in FY13-14 for repeat findings related to IRS late filings.	Red
1516005	One Hundred Black Men of South Florida, Inc.	Articles of Incorporation not provided; addresses shown on Board of Directors roster and Sunbiz not accurate; subcontractor "Hosen, Inc." does not appear in Sunbiz; proof of submission of IRS 990 EZ not provided; Fair Subcontracting form and program budget is inconsistent regarding the use of subcontractors.	Unable to determine timeliness of IRS 990 EZ filing.	Yellow
1516006	Greater Miami Service Corps.		Financial statements had net deficit of \$703,914 and \$629,706 as of September 30, 2015 & 2014 respectively. The net deficit figures were due to decrease in funding over the years especially funding earmarked for GMSC's administration.	Red
1516007	Urgent, Inc.	Line item budget amount does not match budget justification for Youth Empowerment Program; Line item budget amount does not match coversheet amount for Intergenerational Program; Line item budget amount does not match budget justification for Rites of Passage Program; Line item budget amount does not match budget justification for Film Arts Programs.	Multiple unresolved liens reflected in County Clerk of the Court records, including by Government Agencies, ranging from 2005 - 2009 (City of Miami, City of Miami Gardens, etc.).	Red
1516008	Poetic Communication for Behavior Awareness - NON-RESPONSIVE	IRS 501 (c)(3) letter not provided for applicant and for subcontractor; Board of Directors list appears incomplete; missing/incomplete affidavits - D-1, Lobbyist registration, acknowledgment of addenda, Fair Subcontracting Practices; Florida Certificate of Status not provided; unable to locate/verify in Sunbiz; tax filing reports not provided; agency-wide budget not provided; audit, financial statement, or bank statement not provided.	IRS 501 (c)(3) letter not provided for applicant and for subcontractor; Florida Certificate of Status not provided; unable to locate/verify in Sunbiz; unable to verify tax filing status; proof of sound financial standing not provided.	Red

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COMMUNITY-BASED ORGANIZATIONS' REPORT CARD AND DUE DILIGENCE RESULTS

ID	Applicant Legal Name	DEFICIENCIES	DUE DILIGENCE	REPORT CARD RATING
1516009	Empowering Youth, Inc.	Subcontractor/Supplier Listing Affidavit not completed; Board of Directors roster incomplete (home address) and members does not match Sunbiz; unable to determine legal relationship between the applicant and the Pink and Blue Children's Academy; unable to determine Florida Corporate Status for Pink and Blue Children's Academy.	Unable to determine legal relationship between the applicant and the Pink and Blue Children's Academy; unable to determine Florida Corporate Status for Pink and Blue Children's Academy; Sunbiz records indicate multiple business entities all showing same legal address; multiple fictitious names some with active and inactive status.	Yellow
1516010	Aspira of Florida, Inc.	IRS 990 was filed late; IRS 501 (c)(3) letter not provided for subcontractor; EIN number is incorrect on coversheet.	IRS 990 was filed late; FY12-13 suspended due to expired Level 2 background screening and in FY13-14 suspended for repeat finding for not disclosing related party transaction.	Red
1516011	Opa-Locka Community Development Corporation, Inc.	IRS 501 (c)(3) letter not provided for both subcontractor; IRS 990 was filed late; IRS Form 8868 (extension of time) and IRS approval not provided.	IRS Form 990 filed late; multiple significant deficiencies in the independent audit for current and prior year.	Red
1516012	Center for Immigrant Advancement, Inc.	Priority Service area not properly identified on the coversheet using category titles included in the RFP documents; Lobbying registration not signed and not notarized; agency-wide budget not submitted; IRS Form 501 (c)(3) provided is not under the name of the applicant; Subcontractor/Supplier Listing form not completed; Board of Directors roster listing do not include member addresses, audit, financial statement, or bank statement not provided.	Unable to verify financial position of applicant; need to confirm contract with Miami-Dade County Public Housing and Community Development; form 501 (c)(3) not provided in the name of applicant.	Red
1516013	The G2G Foundation, Inc.	Did not identify service category for funding request on Coversheet; did not provide Florida Certificate of Status. Articles of Incorporation, current By-Laws, agency wide budget; lobbying registration not provided; acknowledgment of addenda not provided; fair subcontractor practices not provided; subcontractor/suppliers listing not provided; Affidavit D-1 not original; Board of Directors roster listing did not include Board members addresses; audit, financial statement, or bank statement not provided; IRS Form 990-N (e-postcard) filed late.	Unable to verify financial position of applicant; IRS Form 990-N (e-postcard) filed late.	Yellow
1516014	Infinite Ways Network	Did not identify service category for funding request on coversheet; Articles of Incorporation, acknowledgment of addenda, subcontractor/suppliers listing; Board of Directors roster listing provided did not have Board members addresses; tax return not provided in the name of the applicant.	Unable to verify tax filing.	Yellow
1516015	Advocate Program, Inc.	Board of Directors roster listing incomplete; priority service area not properly identified on the Coversheet using category titles included in the RFP documents; Fair Subcontracting form and program budget are inconsistent regarding the use of subcontractors; no IRS 501 (c)(3) for the subcontractor(s).	FY14-15 Applicant suspended due to repeat findings as it relates to timesheets.	Red
1516016	Guardianship Program of Dade County, Inc.	Did not identify service category for funding request on Coversheet.	FY13-14 Applicant suspended due Level 2 background screening.	Red
1516017	A New World Academy	Subcontractor/Supplier Listing form not completed; audit, financial statement, or bank statement not provided.	Unable to verify financial position of applicant.	Yellow
1516018	Cuban American Bar Association Pro Bono Project, Inc.	IRS 501 (c)(3) letter not provided for applicant; IRS 990 not signed, not dated, no confirmation of electronic submission.	No IRS 501 (c)(3) letter for applicant, unable to verify tax filing; IRS 990 not signed, not dated, no confirmation of electronic submission.	Red

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COMMUNITY-BASED ORGANIZATIONS' REPORT CARD AND DUE DILIGENCE RESULTS

ID	Applicant Legal Name	DEFICIENCIES	DUE DILIGENCE	REPORT CARD RATING
1516019	Easter Seals of South Florida	All required affidavits appear to be color copies; Fair Subcontracting form and program budget is inconsistent regarding the use of subcontractors.	Alliance for Aging monitoring report noted client files documentation requires follow up; IRS Form 990 filed late; minor finding in audit regarding internal control.	Yellow
1516020	Concerned African Women, Inc.	Subcontractor/Supplier Listing affidavit not provided; Board of Directors roster contains applicant address for Board of Directors members.	Unable to verify that IRS 990 was filed by the deadline; Audit indicated that the applicant received 95% of the support and revenue from ILCS for the years ended December 31, 2013 and 2012, respectively. All officers are employees of the for profit company (ILS, LLC); The President owns 58.81% in Independent Living Systems, LLC, and 68% in ILS Group, DBA Classic Caters; governing body and management are employees of Independent Living Systems LLC a related S-Corporation.	Green
1516021	Independent Living Community Services, Inc.	Did not identify service category for funding requests on Coversheet; all required affidavits appear to be color copies; Board of Directors roster contains applicant address for all Board of Directors members; subcontractor not identified; in lieu of a detailed agency-wide budget the applicant submitted a one sentence statement that identifies the total budget amount of the organization; IRS Form 990 not dated and related Signature Authorization form not signed - unable to verify that 2014 IRS 990 was filed by the deadline; Applicant provided two expenditure reports for the Healthy Aging Regional Collaborative in lieu of two monitoring reports.	IRS Form 990 filed late.	Yellow
1516022	Foster Care Review, Inc.	Affidavit D-1 possibly completed incorrectly; IRS Form 990 filed after the deadline and no extension documentation provided.	Unable to review and verify monitoring reports of other funders.	Yellow
1516023	Community Habilitation Center, Inc.	The two monitoring reports submitted appear incomplete.	FY13-14 Suspended due to level 2 background screening not being current and a repeat finding related to bank reconciliation; Deficit noted in the independent audit; significant finding in audit related to timely filing of payroll taxes.	Red
1516024	Thelma Gibson Health Initiative, Inc.	Did not identify service category for funding request on Coversheet; subcontractor/supplier listing not properly completed or signed, Florida Certificate of Status not submitted; complete OMB-GC monitoring report not provided.	Unable to verify tax return filing; unable to verify sound financial position.	Yellow
1516025	Guitars Over Guns Organization	Subcontractor/Supplier Listing affidavit not completed signed; lobbyist registration not provided; IRS Form 990 not provided; address stated on Coversheet does not coincide with Sunbiz; Board of Directors roster provided did not have Board members position listed; subcontractor/supplier listing not properly completed or signed and notarized; audit, financial statement, or bank statement not provided.	IRS Form 990 filed late; significant observation in audit ending in December 31, 2014.	Red
1516026	Fannm Aiyseven Nan Miyami, Inc.	Subcontractor/Supplier Listing affidavit not completed and signed; lobbyist registration not completed, signed and notarized; Florida Certificate of Status not provided; did not provide the two most recent independent site visit monitoring reports; submitted Board of Directors roster contains fewer members than in Sunbiz. IRS Form 990 filed late	Unable to verify timeliness of tax filings; deficiencies identified in Children's Trust monitoring report: 4 out of 10 for EOY outcomes testing, .25 out of 3 actual outcomes; audit report indicate the presence of multiple family members on the Board of Directors related to the Executive Director (potential for conflict of interest).	Yellow
1516027	Educate Tomorrow, Corp.	Did not identify service category for funding requests on coversheet; Board of Directors roster provided did not have Board members position listed; agency-wide budget not provided; IRS Form 990 filed late; missing most recent IRS Form 990.	Unable to verify financial position of applicant; unable to verify tax filing status.	Yellow
1516028	Ministries United for Christ of South Florida, Inc.	Page 2 checklist not signed; all affidavits and required forms appear to be copies; subcontractor/supplier listing affidavit not provided; Florida Certificate of Status and IRS Form 990 not provided; audit, financial statement or bank statements not provided		Yellow

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COMMUNITY-BASED ORGANIZATIONS' REPORT CARD AND DUE DILIGENCE RESULTS

ID	Applicant Legal Name	DEFICIENCIES	DUE DILIGENCE	REPORT CARD RATING
1516029	Little Haiti Optimist Foundation, Inc.	IRS Form 990 not signed and not dated; Fair Subcontractor practices and Subcontractor/Supplier listing not provided; Florida Certificate of Status not provided; subcontractor(s) not identified.	Unable to verify tax filing status.	Yellow
1516030	Hope Deliverance Tabernacle Ministries, Inc.	IRS 501 (c)(3) letter not provided for applicant; Articles of Incorporation and By-Laws not provided in the name of the applicant; Board of Directors roster provided did not have Board members addresses listed; IRS Form 990 not provided; subcontractor not identified; agency-wide budget not provided; audit, financial statement, or bank statement not provided.	Unable to verify financial position of applicant, unable to verify tax filing status; 501 (c)(3) not provided	Red
1516031	Our Child Care, Inc.	IRS Form 990 not signed; Acknowledgment of Addenda not submitted; Board of Directors roster provided did not have all Board members addresses listed; subcontractor not identified; Page 1 of Miami-Dade Child Development and Education monitoring report not provided.	Unable to verify tax filing status; unresolved Federal and State liens including for payroll taxes for applicant, and its DBA; audit disclosed significant related party transaction; multiple instances of non-compliance noted in Miami-Dade Child Development and Education monitoring report.	Red
1516032	Foundation 2 Fame, Inc.	All required affidavits not provided; program budget and narrative not provided; Florida Certificate of Status not provided; audit, financial statement, or bank statement not provided.	Unable to verify financial position of applicant; applicant established in February 2016.	Yellow
1516033	The National Auxiliary Association, Inc.	Missing Florida Certificate of Status and the agency-wide budget; 2013 income statement includes funding from the Children's Trust, but no monitoring reports provided.		Green
1516034	World Literacy Crusade of Florida, Inc.	Did not identify service category for funding request on coversheet and no program name; Subcontractor/suppliers listing affidavit and Lobbyist registration not completed; Florida Certificate of Status not provided; Board of Directors listing not completed and missing position for Board members; subcontractor not identified; the most recent site visit monitoring reports not provided; IRS Form 990 filed after the original deadline and application for extension or IRS approval of extension not provided.	Unable to verify timeliness of tax filings.	Yellow
1516035	The Sonny Foundation, Inc.	Did not identify service category for funding request on Coversheet and no program name; all required affidavits, Florida Certificate of Status, Articles of Incorporation and By-Laws and agency-wide budget not provided; Board of Directors roster not provide addresses for Board of Directors members; IRS Form 990 not signed and proof of submission not provided.	Unable to verify tax filing status.	Yellow
1516036	Lauren's Kids, Inc.	Proof of submission of IRS 990 not provided; IRS Form 990 not signed or dated; subcontractor/suppliers listing affidavit is incomplete.	FY 2012-13 Contract not executed/declined after significant concerns for FY 2011-12 identified by OMB-GC, including program documentation and fiscal operations; unable to determine timeliness of filing of IRS Form 990.	Red
1516037	SER-Jobs for Progress, Inc.	Missing Fair Subcontractor Practices Affidavit and Subcontractor/suppliers listing Affidavit; Board of Directors missing home address for Board members and show fewer Board members than in Sunbiz; IRS Form 990 filed late.	Unable to verify tax filing status; IRS Form 990 not signed and not dated; FY13-14 and FY12-13 contract suspended due to repeat findings as it relates to performance evaluation and not sharing the OMB-GC monitoring report with the Board of Directors.	Red
1516038	YWCA of Greater Miami-Dade, Inc.	Missing Florida Certificate of Status; Board of Directors listing not completed and missing position for Board members; IRS Form 990 filed after the deadline, and application for extension or IRS approval of extension not provided; Corporate tax status of subcontractor (Common Thread) not clearly identified.	Unable to verify timeliness of tax filing.	Yellow

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COMMUNITY-BASED ORGANIZATIONS' REPORT CARD AND DUE DILIGENCE RESULTS

ID	Applicant Legal Name	DEFICIENCIES	DUE DILIGENCE	REPORT CARD RATING
1516039	Miami Children's Initiative, Inc.	Subcontractor/suppliers listing is incomplete; Board of Directors list does not have members addresses; IRS Form 990 filed late; application for extension or IRS approval of extension not provided; corporate/tax status not identified for subcontractor (Mental Toughness).	Unable to verify timeliness of tax filing; The Children's Trust monitoring issues as it relates to clients' attendance.	Yellow
1516040	Jonathan Spikes Foundation, Inc.	Board of Directors missing positions for Board members.	Financial statements for the year ending December 31, 2015 show a negative balance at the of the year, which may indicate cash flow issues.	Yellow
1516041	Community Health of South Florida, Inc.	Did not identify service category for funding request on coversheet and no program name; Board of Directors missing positions and addresses for Board members; Subcontractors/Suppliers listing affidavit is incomplete.	Significant and repeat findings on monitoring reports from the Children's Trust, South Florida Behavioral Network, OMB Ryan White- including missing background screening level 2, number clients served; client files not compliant, missing business associates agreements, audit documents as related to case management log, and repayment of funds requested; the notes to the Financial Statements indicate that the applicant is a defendant in several lawsuits; IRS 990 for the tax year ending 09/30/15 not submitted.	Red
1516042	The Motivational Edge, Inc.	Board of Directors missing positions for Board members; Subcontractor/suppliers listing affidavit not completed. IRS Form 990 filed after the deadline; no application for extension or IRS approval of extension provided.	Unable to verify timeliness of tax filing; unresolved liens, including by government agencies, for contractors included in the proposed budget.	Yellow
1516043	Catholic Charities of the Archdiocese of Miami, Inc.	Applicant identified a for profit subcontract, but justification for such is missing; subcontractor/suppliers listing not properly completed stating "n/a".	Applicant suspended by OMB-GC in FY13-14 and FY14-15 due to repeat findings including timesheet issues and late payment/fees.	Red
1516044	Pridelines Youth Services, Inc.	Applicant name is not listed in Coversheet and the address of the applicant does not match the legal address in Sunbiz; Florida Certificate of Status not provided; Fair Subcontractor Affidavit not signed; IRS Form 990 not signed and dated after the deadline, IRS Signature Authorization form not signed, and no application for extension or IRS approval of extension provided; subcontractor/suppliers listing affidavit not completed; submitted Board of Directors roster contains fewer members than in Sunbiz, and Board of Directors roster list does not contain some positions; the monitoring report form from the Florida Department of Health not provided.	Unable to verify timeliness of tax filing.	Yellow
1516045	Youth Career Institute, Inc.	Subcontractor/suppliers listing not completed and signed; IRS Form 990 not provided.	Unable to verify tax filing status.	Yellow
1516046	Black Archives History & Research Foundation of South Florida, Inc.	Did not identify service category for funding request on coversheet and no program name; IRS Form 990 not signed by agency officer, and dated after the deadline by the CPA; application for extension or IRS approval of extension not provided; Florida Certificate of Status not provided; monitoring reports not provided; a letter applicant indicates an audit was in preparation in 2015, but the audit was not submitted.	Unable to verify tax filing status; multiple liens including by governmental agencies.	Red
1516047	Lawyers for Children America	IRS Form 990 not provided; Florida Certificate of Status, no agency-wide budget, no Articles of Incorporation, no Board of Directors listing, no By-Laws submitted; Subcontractor/suppliers listing not completed; proposal indicates multiple years of funding from The Children's Trust- no monitoring reports provided; audit, financial statement, or bank statement not provided.	Unable to verify tax filing status; unable to verify financial position of applicant.	Yellow

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COMMUNITY-BASED ORGANIZATIONS' REPORT CARD AND DUE DILIGENCE RESULTS

ID	Applicant Legal Name	DEFICIENCIES	DUE DILIGENCE	REPORT CARD RATING
1516048	Coconut Grove Cares, Inc.	Did not identify service category for funding request on coversheet; Lobbyist registration affidavit not notarized; IRS Form 990 not signed by agency officer, IRS Signature authorization form dated after the original deadline, and application for extension or IRS approval of extension not provided; Subcontractor/suppliers listing not completed.	IRS Form 990 filed late.	Yellow
1516049	The Girl Scout Council of Tropical Florida, Inc.	Address zip code on Coversheet does not match address zip code reflected on Sunbiz; IRS Form 990 not provided; Board of Directors missing home address for Board members and shows fewer Board members than in Sunbiz; subcontractor/suppliers listing not completed.	Unable to verify tax filing status.	Yellow
1516050	Dynamic Community Development Corporation	Address on Coversheet not complete; proposal indicates multi-year funding from County PHCD; two most recent monitoring reports missing/incomplete.	Incomplete/missing monitoring reports.	Green
1516051	Neighbors and Neighbors Association, Inc.	Solicitation form, fair subcontractor practices, subcontractor/suppliers listing not provided.	Audit for year ending 2013 disclosed instances of non compliance regarding repeat findings of failure to close the financial books and commence with annual audit in a timely manner; most recent audit not provided.	Yellow
1516052	My Options Educational Resource and Support Center, Inc.	Acknowledgment of addenda not completed; subcontractor/suppliers listing not completed; Articles of Incorporation not provided; audit, financial statement, or bank statement not provided.	Unable to verify sound financial position.	Yellow
1516053	Baitul Yatim Community Development Corp.	Did not provide coversheet; all required documents and affidavits missing; Board of Directors roster submitted does not contain addresses, telephone number, or gender for Board of Directors members; no monitoring reports submitted; audit, financial statement, or bank statement not provided.	Unable to verify financial position of applicant.	Yellow
1516054	Intouch Entrepreneurship & Transportation Education Center, Inc.	One total program budget request provided, but coversheet reflects two programs; Page 2 of Coversheet not signed; all required documents and affidavits appear to be copies; Board of Directors roster submitted does not contain addresses; audit, financial statement, or bank statement in the name of the applicant not provided; it appears that Articles of Incorporation and By-Laws are an incomplete sample.	Multiple family members on the Board of Directors appear related to the Executive Director (potential for conflict of interest; unable to verify financial position of applicant.	Yellow
1516055	Changing Children Lives Foundation, Inc.	Page 2 of coversheet not signed; subcontractor/suppliers listing not provided; acknowledgment of addenda not completed; Board of Directors roster submitted does not contain addresses; Florida Certificate of Status not provided; audit, financial statement, or bank statement not provided; IRS Form 990 not provided.	It appears that multiple family members are listed on the Board of Directors; unable to verify financial position of applicant; Unable to verify tax filing status.	Yellow
1516056	Little Havana Activities and Nutrition Center, Inc.	Did not identify service category for funding request on Coversheet and no program name; subcontractor not identified; subcontractor/suppliers listing not completed; IRS Form 990 and application for automatic extension not signed; confirmation of filing of IRS 990 not provided.	OMB-GC FY13-14 monitoring report identified findings for time and effort reporting, and financial procedures; unable to verify timeliness of tax filings.	Yellow
1516057	Breakthrough Miami, Inc.	Subcontractor/suppliers listing is incomplete; Fair Subcontractor practices not signed; proposal includes a transportation contractor, but is not identified; IRS Form 990 submitted after the deadline but no application for extension or IRS approval of extended deadline provided.	Unable to verify timeliness of tax filing; audit observation related to proper journal entries impacting financial position.	Yellow
1516058	Richmond-Perrine Optimist Club, Inc.	Subcontractor/suppliers listing and the Fair subcontractor practices affidavit not completed; OMB-GC FY14-15 monitoring report not provided in its entirety.	Independent audit for the year ended June 30, 2015 lists two material deficiencies including audit report submitted late to the grantor and participant attendance not documented by case workers.	Yellow

COMMUNITY-BASED ORGANIZATIONS' REPORT CARD AND DUE DILIGENCE RESULTS

ID	Applicant Legal Name	DEFICIENCIES	DUE DILIGENCE	REPORT CARD RATING
1516059	Mentoring Valuable Proteges, Inc. - PROPOSAL WITHDRAWN	Did not identify proper service category for funding request on coversheet; did not provide IRS Form 501 C(3), affidavits and forms, By-Laws, Florida Certificate of Status, agency-wide budget, Board of Directors listing; audit, financial statement, or bank statement; proof of submission of IRS 990 not provided, IRS Form 990 not signed or dated	501 (C)(3) not provided; unable to verify financial position of applicant.	Red
1516060	Learning and Technology for Peace, Democracy and Human Rights, Inc.	Florida Certificate of Status not provided; 501 (c)(3) not provided; IRS Form 990-N (e-postcard) not provided; unable to verify financial position of applicant	501 (C)(3) not provided; unable to verify tax filing status; Board of Director list shows only 2 members.	Red
1516061	The Society of Hispanic Veterans, Inc.	Fair subcontractor practices not signed, Subcontractor/Suppliers affidavit not completed; no Articles of Incorporation; Florida Certificate of Status not provided; application refers to 990-N (e-postcard); however, confirmation of filing not provided; Lobbyist Registration Form not properly completed.	Unable to verify financial position of applicant; agency-wide budget submitted show a negative balance; unable to verify tax filing status.	Red
1516062	Madi's Safe Haven, Inc.	Applicant provided a Sunbiz printout with an Employee Identification Number (EIN) number which differs from the EIN listed on Coversheet and IRS 501(c)(3); Articles of Incorporation, Florida Certificate of Status, agency-wide budget, audit, financial statement, or bank statement not provided; Board of Directors roster contains applicant address for all Board of Directors members; confirmation of submission of 990-N (e-postcard) not provided; subcontractor/suppliers listing not completed.	Unable to verify tax filing status; unable to verify financial position of applicant; unable to verify status of Articles of Incorporation; inconsistencies with EIN #.	Red
1516063	The Florida International University Board of Trustees - NON-RESPONSIVE	The applicant's name provided on the coversheet does not appear to correspond with the entity assigned the EIN listed on the Coversheet, (per Sunbiz), Florida Certificate of Status, IRS Form 990, fair subcontractor practices, subcontractor/suppliers listing, and acknowledgment of addenda not provided; did not provide IRS 501 (C)(3) letter of determination; audit is not in the name of the Applicant.	Unable to verify tax filing status; unable to determine corporate status; proposal provided audit report for the State of Florida which identified numerous material weakness and significant deficiencies; EIN # is inconsistent.	Red
1516064	New Hope CORPS, Inc.	Subcontractor/Supplier Listing affidavit not completed; IRS Form 990 filed after deadline, and application(s) for extension or IRS approval(s) of extension not provided.	Unable to verify tax filing status.	Yellow
1516065	Borinquen Health Care Center, Inc.	Did not identify service category for funding request on Coversheet; IRS Form 990 filed late and IRS approval of extension not provided.	Unable to verify timeliness of tax filings; audited financial statements submitted included noted deficiencies related to internal controls as it relates to reporting under federal awards, and unresolved prior year deficiency related to inadequate internal controls over cash management; monitoring report from Health Resource and Services Administration noted several instances of non-compliance with program requirements; suspended by OMB-GC due to repeat findings related to spending below allowable rate in FY13-14.	Red
1516066	WeCare of South Dade, Inc.	Subcontractor not identified; Affidavit D-1 not signed; Lobbyist Registration not signed; Acknowledgement of Addendum not properly completed.		Green
1516067	DIBIA Dream, Inc.	Florida Certificate of Status, By-Laws and Board of Directors roster list not provided; Affidavit D-1 and Lobbyist Registration not notarized; Fair Subcontractor forms not signed; Subcontractor/Supplier Listing affidavit not completed; receipt confirmation of IRS Form 990-N not provided; Audit, financial statements or bank statements not provided.	Unable to verify tax filing status; unable to verify applicant financial position; agency-wide budget is from prior year.	Yellow

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COMMUNITY-BASED ORGANIZATIONS' REPORT CARD AND DUE DILIGENCE RESULTS

ID	Applicant's Legal Name	DEFICIENCIES	DUE DILIGENCE	REPORT CARD RATING
1516068	Karen Peterson and Dancers, Inc.	Florida Certificate of Status not provided; incomplete IRS Form 990 (page 1 only); audit, financial statement, bank statement not provided; affidavit D-1 and Lobbyist registration form not notarized; Subcontractor/Supplier Listing affidavit not completed; Fair subcontractor practices not signed; submitted Board of Directors roster contains fewer members than in Sunbiz.	it appears that there are familial relationships on applicant's Board of Directors; unable to verify financial position of applicant.	Yellow
1516069	Trauma Resolution Center, Inc.	Page 2 of coversheet signature appears to be a copy; Board of Directors roster contains applicant address for Board of Directors members; subcontractor identified in proposal appears to be a for profit corporation and no narrative justification provided; Subcontractor/Supplier Listing affidavit not completed.	Multiple instances of non-compliance noted in non-County monitoring report.	Yellow
1516070	LlirafO, inc.	Subcontractor/suppliers listing is incomplete; submitted Board of Directors roster contain fewer members than in Sunbiz.	Green	Green
1516071	Here's Help Workforce and Community Development Corporation	Subcontractor/suppliers listing is incomplete; proposal only includes one budget form submitted for the five program request; missing Articles of Incorporation and By-Laws; missing audit, financial statements or bank statements.	Unable to verify financial position of applicant.	Yellow
1516072	Vestige Community Development Corporation	Required forms/affidavits not provided-Solicitation form, Acknowledgement of Addendum, Lobbyist Registration Form, Fair subcontractor practices, and Subcontractor/Suppliers listing; By-Laws submitted with proposal not signed and dated; IRS 990 provided-not signed; Employee Identification Number (EIN) number listed on Coversheet does not match the IRS 501(c)(3) letter of determination.	Unable to verify tax filings (IRS Form 990 EZ not signed); EIN # inconsistencies.	Red
1516073	Institute for Child and Family Health, Inc.	Subcontractor/supplier listing not completed; subcontractor identified in proposal appears to be a for profit corporation and no narrative justification provided.	Multiple instances of non-compliance noted in non-County monitoring report; County contract suspended in FY14-15 due to repeat findings related to non-compliance with accounting procedures.	Red
1516074	New Revelation Church of CMA, Inc. - NON-RESPONSIVE	Florida Certificate of Status not provided; IRS 501 (c)(3) letter not provided for applicant; Lobbying registration not signed and not notarized; Affidavit D-1 not completed; subcontractor/Supplier Listing affidavit not completed; Articles of Incorporation and By-Laws not submitted; Board of Directors list not provided; IRS Form 990 not provided; Accountant's Compilation Report submitted is for years ending 2012 & 2013; no monitoring reports submitted; the mailing address provided on the coversheet does not appear to correspond with the mailing address of the applicant reflected on Sunbiz.	Unable to verify financial position of applicant; unable to verify tax filing status; 501 (c)(3) not provided.	Red
1516075	We All One Foundation - NON-RESPONSIVE	Coversheet submitted appears to be from another applicant, including incorrect address and incorrect Employer Identification Number (EIN); Affidavit D-1 and Lobbyist registration not notarized; Lobbyist registration showing incorrect address; acknowledgment of addenda and subcontractor/suppliers listing not complete; solicitation form not completed; Florida Certificate of Status and Board of Directors roster listing not submitted; agency-wide budget not submitted; audit, financial statement or bank statements not submitted; IRS Form 501 (c)(3) not provided.	Unable to verify financial position of applicant; missing IRS Form 501 (c)(3) letter; EIN # inconsistencies.	Red
1516076	American International Relief, Inc.	Address listed on Coversheet does not match address listed on Sunbiz printout and IRS 501(c)(3) letter submitted with proposal; all required forms and affidavits not submitted as originals; agency-wide budget not submitted; audit, financial statement or bank statements not submitted; receipt confirmation of IRS Form 990-N not provided-unable to verify timely filing; two (2) most recent monitoring reports not submitted-only OMB-GC FY13-14 report submitted.	Unable to verify timely filing; unable to verify applicant financial position; OMB-GC suspended applicant in FY13-14 due to lack of client and fiscal documentation, required level 2 background screening and repeat findings.	Red

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COMMUNITY-BASED ORGANIZATIONS' REPORT CARD AND DUE DILIGENCE RESULTS

ID	Applicant Legal Name	DEFICIENCIES	DUE DILIGENCE	REPORT CARD RATING
1516077	Chapman Partnership, Inc.	The proposal is missing the complete Articles of Incorporation and the By-Laws provided are not in the name of the applicant; IRS Form 990 filed late and application for extension or IRS approval of extension not provided.	Unable to verify tax filing status.	Yellow
1516078	Latinos United in Action Center, Inc.	Articles of Incorporation incomplete; Florida Certificate of Status not provided; submitted IRS Form 990 is not current (2005); submitted audit is incomplete; Solicitation form not signed; Subcontractor/suppliers listing not complete or signed; line item budget for CARES program not submitted.	Unable to verify tax filing status; unable to verify financial position; OMB-GC contract suspended FY13-14 and FY14-15 as a result of required level 2 background screening and repeat findings.	Red
1516079	Carrfour Supportive Housing, Inc.	The Employee Identification Number (EIN) provided on the coversheet does not appear to correspond with the legal name of the applicant reflected on the Coversheet (Sunbiz); IRS Form 990 and the application for extension not signed and dated; IRS approval of extension not provided; Lobbyist registration and subcontractor/suppliers listing not completed.	Unable to verify tax filing status; EIN # inconsistencies.	Red
1516080	Safe Schools South Florida, Inc.	Florida Certificate of Status not provided; Coversheet shows an address different from Sunbiz; Board of Directors roster does not contain address and positions for all Board of Directors members; IRS Form 990-EZ not signed and dated, application for extension not signed and dated, and IRS approval of extension(s) not provided; proposal indicates multiple funding sources, including the Children's Trust, but monitoring report not provided.	Unable to verify timeliness of tax filing.	Red
1516081	CMB Visions Unlimited, Inc.	Applicant address listed in Coversheet does not match the legal address in Sunbiz; proposal indicates multiple funding sources, including the Children's Trust, but monitoring report not provided; two (2) most recent monitoring reports not submitted-only Florida's 21st Century Community Learning Centers report submitted; Lobbying registration and Subcontractor/Supplier listing not completed; Board of Directors' roster missing home addresses of members; unable to verify tax filing status-IRS Form 990 not signed; Agency-wide budget not provided.	Unable to verify tax filing status (IRS Form 990 not signed); Federal SAM reflects delinquent federal debt.	Red
1516082	Bookafe America	Did not identify service category for funding request on Coversheet; the principal address provided on the coversheet does not appear to correspond with the principal address of the applicant reflected on Sunbiz; Florida Certificate of Status, subcontractor/suppliers listing not provided; all other forms and affidavits not submitted in original and not notarized where required; page 2 of the Coversheet is not submitted in original; Board of Directors missing addresses of Board of Directors members; Articles of Incorporation not provided; agency-wide budget not provided; IRS Form 990-EZ not signed; no program budget provided.	Unable to verify tax filing status (IRS FORM 990-EZ not signed).	Yellow
1516083	Miami Power House	Two program budget requests provided, but Coversheet reflects five programs; Florida Certificate of Status, IRS Form 990, By-Laws, Board of Directors roster list, Articles of Incorporation, and agency-wide budget not provided; required documents and Affidavits not completed and/or submitted except Affidavit D-1; audit, financial statements, or bank statements not provided.	Unable to verify financial position; IRS Form 990 not provided; unable to verify tax filing status.	Yellow
1516084	B. Wright Leadership Academy - NON-RESPONSIVE	Coversheet does not contain applicant name, service category, or request amount; IRS 501 (c)(3) letter not provided; the required forms and Affidavits were not submitted-applicant submitted forms and affidavits that are not relevant to this RFP; the following documents were not submitted-Articles of Incorporation, By-Laws, Florida Certificate of Status, agency-wide budget, program narrative, program budget, Board of Directors list, audit, financial statement or bank statements, and IRS Form 990.	Unable to verify-Non-Profit Status, corporate status, financial position, tax filing status.	Red

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COMMUNITY-BASED ORGANIZATIONS' REPORT CARD AND DUE DILIGENCE RESULTS

ID	Applicant Legal Name	DEFICIENCIES	DUE DILIGENCE	REPORT CARD RATING
1516085	Miami Northside Optimist Club, Inc.	Did not identify service category for funding request on Coversheet; Subcontractor/supplier listing, Fair subcontractor practices, two most recent OMB-GC monitoring reports, program budget, confirmation of filing of IRS Form 990-N (e-postcard) not provided.	IRS Form 990-N (e-postcard) not provided; unable to verify tax filing status.	Yellow
1516086	Masada Home Care, Inc.	Lobbyist registration incomplete; Board of Directors roster listing missing position of Board of Directors members; independent audit not provided; the IRS Form 990 submitted indicates that an audit was performed, however copy was not provided.	Unable to verify tax filing status.	Green
1516087	Code Explorers, Inc.	Articles of Incorporation, Florida Certificate of Status, and agency wide budget not provided, unable to confirm that the IRS Form 990 was filed by the approved IRS deadline.	Unable to verify tax filing status.	Yellow
1516088	King David Foundation, Inc.	Solicitation Form not completed, signed or dated; Lobbyist Registration Affidavit not completed, signed or dated	The audit report notes that management elected to omit information required by generally accepted accounting principals in the USA; SFBHM monitoring report noted multiple findings related to background checks, etc.	Red
1516089	AI Foundation Center, Inc.	Coversheet not provided; Florida Certificate of Status not provided; the required forms and Affidavits were not submitted; IRS 501 (c)(3) letter not in the current name of the organization on Sunbiz; Board of Directors roster does not list addresses, contact information and length of service; proposal narrative does not identify the sections required to be included; no financial documents provided, such as, bank statements, financial statements, or audit to verify financial position.	IRS Form 990 submitted indicates no revenues for years 2014 and 2015; unable to verify financial position; possible cash flow issues; IRS Form 501 (c)(3) not in the name of the current organization (name change in Sunbiz); unable to verify legal status.	Red
1516090	Alliance for Musical Arts Productions, Inc.	Coversheet does not provide contact person name and email; Florida Certificate of Status not provided; mailing address does not match Sunbiz; ywo (2) most recent complete monitoring reports not submitted; only OMB-GC FY12-13 report submitted; no financial documents provided, such as, bank statements, financial statements, or audit to verify financial position; agency-wide budget not provided; acknowledgment of addenda not completed and not signed; IRS Form 990 not dated or signed.	Unable to verify tax filing status; unable to verify financial position; family members listed as Board of Directors members on the IRS Form 990 (potential for conflict of interest).	Yellow
1516091	Sweet Vine, Inc.	Unable to confirm that the IRS Form 990 was filed by the approved IRS extended deadline (application for extension or IRS approval of extended deadline not provided); Florida Certificate of Status not provided; Lobbyist Registration not signed.	Unable to verify tax filing status.	Yellow
1516092	Rise Up 4 Change, Inc.	Page 2 of check list not signed; Board of Directors roster does not list home addresses and gender for all Board of Directors members; Subcontractor/Supplier listing not completed and all other required forms and affidavits not submitted as originals; audit, financial statement or bank statements not submitted.	It appears multiple family members on the Board of Directors are related (potential for conflict of interest); unable to verify applicant financial position; it appears the principal may run more than one business out of her home; the applicant address listed on the coversheet could not be verified through the MDC Property Appraiser website.	Yellow
1516093	The Association for Development of the Exceptional, Inc. (A.D.E)			Green

COMMUNITY-BASED ORGANIZATIONS' REPORT CARD AND DUE DILIGENCE RESULTS

ID	Applicant Legal Name	DEFICIENCIES	DUE DILIGENCE	REPORT CARD RATING
1516094	Leisure City/Modello Optimist Club of FL, Inc.	EIN number is incorrect on coversheet; unable to confirm that the IRS Form 990 was filed by the approved IRS deadline; financial documents demonstrating financial position (audit, financial statement, bank statements, etc.) not provided; Subcontractor/Supplier Listing not completed; two (2) most recent monitoring reports not submitted- only OMB-GC FY13-14 report submitted with missing pages; Fair Subcontracting form and program budget are inconsistent regarding the use of subcontractors.	Unable to verify tax filing status; it appears two (2) of the Board of Directors are family members (potential for conflict of interest); suspended OMB-GC FY13-14 as a result of repeat findings related to Level II background screening, EIN # inconsistencies.	Red
1516095	Haitian Neighborhood Center, Sant La, Inc.	Florida Certificate of Status not provided; Fair Subcontracting form and program budgets are inconsistent regarding the use of subcontractors; Subcontractor/Supplier Listing not completed; unable to determine corporate status of the identified subcontractor(s); unable to confirm that the IRS Form 990 was filed by the deadline, application for extension not provided nor IRS approval of extension to file; Board of Directors list does not include positions.	Unable to verify tax filing status; the Children's Trust monitoring report noted issues with outcome achievement.	Yellow
1516096	Paradise Christian School & Development Center, Inc.	Lobbyist Registration form incomplete; Acknowledgement of Addenda incomplete; Subcontractor/Supplier listing incomplete; Page 2 of coversheet/checklist, Solicitation Form and Affidavit D-1 forms do not appear to have original applicant signatures; the independent audit report submitted (June 2015) appears incomplete.	The independent audit report for the year ending June 2015 refers to a reportable instance of non-compliance or other matters described in the schedule of findings and questioned costs, and the schedule of findings was not included	Yellow
1516097	SBC Community Development Corporation of Richmond Heights, Inc. (SBC CDC)	IRS Form 990 not signed or dated; application(s) for extension or IRS approval of extended deadline not provided; Board of Directors list not complete-missing positions of members.	Unable to verify tax filing status; it appears two (2) family members on the Board of Directors are related (potential for conflict of interest).	Yellow
1516098	Kristi House, Inc.	IRS Form 990 not signed, and is dated by the tax preparer after the deadline, application for extension/IRS approval not submitted; Board of Directors list not complete-missing positions of members ; Two (2) most recent monitoring reports not submitted- only OMB-GC FY14-15 report submitted; Fair Subcontracting form and program budgets are inconsistent regarding the use of subcontractors.	Unable to verify tax filing status.	Yellow
1516099	Teen Up-Ward Bound, Inc.	Service category not listed on coversheet; IRS Form 990 was filed after the deadline, no application(s) for extension or IRS approval of extension provided; Florida Certificate of Status not provided; Subcontractor/Supplier Listing not completed; two (2) most recent monitoring reports not submitted- only OMB-GC FY13-14 report submitted; Board of Directors list is incomplete.	Unable to verify timeliness of tax filing; audit report provided noted 3 repeat findings from the previous year; OMB-GC Contract suspended in FY13-14 for repeat findings in administrative and fiscal areas, significant credit card debt, bank overdraft fees, and nepotism/Family members on Board of Directors list.	Red
1516100	Americans for Immigrant Justice, Inc.	Unable to confirm that the IRS Form 990 was filed by an IRS approved extended deadline (extension(s) or IRS approval of extended deadline not provided); Board of Directors list not complete-missing positions of members.	Unable to verify tax filing status; OMB-GC FY 2014-15 monitoring report noted a repeat finding related to late payment of invoices; Independent auditor for YE 12/31/14 noted two significant deficiencies related to internal control over financial reporting, and other matters including issues with documenting the bank reconciliation process, as well as the operational and accounting process.	Red
1516101	American Red Cross Greater Miami & The Keys	The legal name of the applicant reflected on the Coversheet does not correspond with the Employee Identification Number (EIN) provided on the coversheet; Board of Directors roster does not contain members' addresses; two (2) recent monitoring reports and Articles of Incorporation not provided; subcontractor /supplier listing incomplete; Affidavit D-1 not signed by notary (notary stamp only).	EIN # inconsistencies.	Yellow

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COMMUNITY-BASED ORGANIZATIONS' REPORT CARD AND DUE DILIGENCE RESULTS

ID	Applicant Legal Name	DEFICIENCIES	DUE DILIGENCE	REPORT CARD RATING
1516102	Big Brothers Big Sisters of Miami, Inc.	Two (2) most recent monitoring reports not submitted- only OMB-GC FY14-15 report submitted.	OMB-GC FY 2014-15 monitoring report noted a finding related to missing Level II background screening, and a repeat finding related to bank reconciliation process.	Red
1516103	University of Miami	Subcontractor/Supplier listing not completed; agency-wide budget not provided; Board of Directors list not provided; original Articles of Incorporation and Amended Articles not provided but mentioned in proposal; IRS Form 990 was filed within the 2nd extension; however, IRS approval of the 2nd (non-automatic extension) was not provided.	Unable to verify timeliness of tax filing; OMB-Ryan White Division noted late submission of independent audit report and required repayment of funds for lack of documentation to support services or client eligibility; County Department of Cultural Affairs noted non-compliance related to agreements not completed and returned for processing and capturing of funds; the applicant missed the deadline to submit documents for the current fiscal year; the Schedule of Findings and Questioned Costs of the independent audit FYE 5/31/15 (p. 48 of the audit, not included in the proposal) indicates a finding related to internal controls and management oversight over a federally-funded student financial assistance program; unresolved liens with municipal and county government.	Red
1516104	Hosanna Community Foundation, Inc.	Priority Service Area(s)/Service Category(ies) not properly identified on application coversheet; current By-laws not provided in the legal name of the applicant as reflected on the coversheet; Articles of Incorporation not provided in the legal name of the applicant as reflected on the coversheet.	OMB-GC FY12-13 contract suspended due to finding related to Level 2 background checks and missing payment requests; OMB-GC FY 13-14 Fiscal Close-Out noted significant concerns regarding not acceptable and/or insufficient supporting documentation for program expenses, payroll taxes paid, potential commingling of funds and potential conflict of interest/ethics issues; the FY 14-15 OMB-GC contract has not yet been executed	Red
1516105	Sisters of Abundant Living Ministries, Inc.	Board of Directors list not complete; agency-wide budget not submitted; Fair Subcontracting form and program budgets are inconsistent regarding the use of subcontractors; name and address of applicant on coversheet does not match that on 501(c)(3) letter and Sunbiz; Subcontractor/Supplier listing incomplete; IRS Form 990 was not signed by the agency officer, and had a pre-filled date after the original deadline (the date by the tax preparer was after the pre-filled date for the agency office); application(s) for extension or IRS approval of extended deadlines were not provided.	Unable to verify tax filing status.	Yellow
1516106	A Worthy Cause, Inc.	Articles of Incorporation, Board Roster, and agency wide budget were not provided; audit, financial statement, or bank statement were not provided; Subcontractor/ Supplier Listing form was improperly completed (N/A); Fair Subcontracting form and program budgets are inconsistent regarding the use of subcontractors; unable to determine corporate status of the identified subcontractor(s).	Unable to verify financial position.	Yellow

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COMMUNITY-BASED ORGANIZATIONS' REPORT CARD AND DUE DILIGENCE RESULTS

ID	Applicant Legal Name	DEFICIENCIES	DUE DILIGENCE	REPORT CARD RATING
1516107	Assistance to the Elderly, Inc.	IRS Form 990 not signed and not dated, application for 2nd extension provided but not signed, IRS approval of the extension not provided, Board of Directors list incomplete, Subcontractor/Supplier listing not completed; two (2) most recent monitoring reports not submitted-only 2013 CDBG Monitoring survey submitted.	Unable to verify timeliness of tax filing; the independent audit report FYE 12/31/14 noted an observation related to monthly deposits for escrow account that did not coincide with U.S. HUD Agreement, and related-party transactions with entities owned by board members.	Yellow
1516108	Communities in Schools of Miami, Inc.	Incomplete OMB-GC FY14-15 Monitoring Report; incomplete Subcontractor/Supplier listing.		Green
1516109	Jessie Trice Community Health Center, Inc.	IRS Form 990 not signed by officer and dated by the CPA after the deadline; application for extension or IRS approval of extension to file not provided; incomplete Subcontractor/Supplier listing.	Unable to verify timeliness of tax filing; OMB-Ryan White monitoring report indicated disallowances and repayment of funds for lack of program documentation.	Red
1516110	Youth Violence Prevention Coalition, Inc.	Service category not listed on coversheet; no Florida Certificate of Status; no Articles of Incorporation submitted; Board of Directors roster missing members addresses; notary signature/stamp on Lobbyist Registration Affidavit appears altered; Children's Trust Monitoring Report (FY14-15) submitted was not in the name of the applicant.	The Children's Trust Monitoring report noted issues with meeting expected program outcomes, as well as the delayed submission of audited financial statements.	Yellow
1516111	Camillus Health Concern, Inc.	IRS 501 (c)(3) letter not provided in the name of the applicant, IRS Form 990 was filed after the deadline and no application for extension or IRS approval of extended deadline was provided; proposal indicates multiple funders; however, no monitoring reports submitted; Lobbyist Registration Affidavit not completed, submitted Board of Directors list not complete.	IRS 501 (c)(3) letter not provided in the name of the applicant; unable to verify timeliness of tax filings; the current Executive Director is the same Executive Director as applicant (1516112); the Independent Audit for the YE 2015 noted that the applicant and applicant (1516112) are related parties, and identified a non compliance condition related to procurement issues with two (2) contracts funded with federal funds.	Red
1516112	Camillus House, Inc.	Lobbyist Registration Affidavit not completed; submitted Board of Directors list not complete; Florida Certificate of Status not submitted; IRS Form 990 was filed after the deadline, 2nd application for a non-automatic extension was not signed, and the IRS approval of the 2nd extended deadline was not provided; OMB-GC FY 13-14 and 14-15 monitoring letter provided with proposal, however monitoring reports not submitted.	Unable to verify timeliness of tax filings; 2012 OIG Report notes the arrest of the agency's former Executive Director for Grand Theft, Fraudulent Sales Tax Exemption Claims and Petit Theft; current Executive Director is the same Executive Director as applicant (1516111); the Independent Audit for the YE 2015 noted that the applicant and applicant (1516111) are related parties and applicant (1516111) owes payments to Camillus Health for services provided; Compliance report provided from United Way indicated insufficient documentation for various program expenses; MDC Homeless Trust Monitoring report noted a habitability inspection concern (rodents).	Red
1516113	Holy Temple Human Services, Corp., Inc.	Service category not listed on coversheet; Fair Subcontracting form and program budgets are inconsistent regarding the use of subcontractors; agency-wide budget not provided; audit, financial statement or bank statements not submitted; two (2) most recent monitoring reports submitted with missing pages; Board of Directors list provided has fewer members than those listed on Sunbiz.	Suspension with OMB-GC 13-14 for repeat findings related to lack of segregation of duties in the fiscal area and client documentation; unable to verify financial position.	Red

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COMMUNITY-BASED ORGANIZATIONS' REPORT CARD AND DUE DILIGENCE RESULTS

ID	Applicant Legal Name	DEFICIENCIES	DUE DILIGENCE	REPORT CARD RATING
1516114	Abundant Living Citi Church, Inc.	Board of Directors members addresses are the same as the applicant address; two (2) incomplete monitoring reports submitted.		Green
1516115	The Coalition of Florida Farmwork Organizations, Inc.	Applicant name is not listed on Coversheet; IRS Form 990 not signed and dated after the deadline, application for extension or IRS approval of such application not provided; Fair Subcontracting form and program budgets are inconsistent regarding the use of subcontractors; Subcontractor/Supplier Listing; and Affidavit D-1 not submitted.	Unable to verify tax filing status.	Yellow
1516116	Aim for Success, Inc.	Board of Directors list not complete-missing positions of members; Subcontract/Supplier Listing incomplete; Fair Subcontracting form and program budgets are inconsistent regarding the use of subcontractors; By-Laws not submitted; audit, financial statement or bank statements not submitted.	Unable to verify financial position.	Yellow
1516117	Partners for Self Employment, Inc.	IRS 501(c)(3) letter not in the name of applicant- the letter was submitted in the name of another organization and no information could be found on Sunbiz to link the two organizations; Board of Directors list missing positions; Fair Subcontracting form and program budgets are inconsistent regarding the use of subcontractors.	IRS 501(c)(3) letter not in the name of the applicant.	Red
1516118	OIC of South Florida	Name on coversheet does not match name on Sunbiz; IRS 501(c)(3) letter not in the name of the applicant; Lobbyist Registration not signed; Subcontractor/Supplier listing incomplete; no Florida Certificate of Status; Board of Directors list does not disclose gender of members.	U.S. Department of Labor noted issues with applicants procurement procedures; IRS 501(c)(3) letter not in the name of the applicant; OIG audited OIC's accounting books and records and made three main findings: 1) duplicate reimbursements paid by County agencies based upon almost identical supporting documentation submitted by OIC; 2) incomplete and/or missing records from the OIC; and 3) lax oversight by the OCED of its payment processing activities	Red
1516119	Family & Children Faith Coalition, Inc.	No Florida Certificate of Status submitted; audit management letter not submitted; Board of Directors list does not list addresses for members; Sunbiz Board of Directors list includes more members than submitted roster; Subcontractor/Supplier listing not completed properly; Fair Subcontracting form and program budgets are inconsistent regarding the use of subcontractors; IRS Form 990 not signed, not dated, and shows eFile imprint, but a confirmation/date of submission to the IRS not provided.	Unable to verify timeliness of tax filing.	Yellow
1516120	National Association for Urban Debate Leagues (NAUDL)	The following required forms, affidavits and documents were not submitted in the name of the applicant (Fiscal Agent): Two-page Solicitation Form, Affidavit D-1, Lobbyist Registration, Acknowledgement of Addenda [Form A-3], Subcontractor/Supplier Listing, Fair Subcontracting Practices, Florida Certificate of Status; Articles of Incorporation, By-Laws, Board of Directors List; Agency-Wide Budget; verification of submission of IRS Form 990 not provided; two most recent and complete monitoring reports in the name of the applicant were not provided; Applicant serves as a fiscal agent for tax filing and reporting for the recently established affiliate entity Miami-Dade Urban Debate League, Inc.; however, a copy of the signed and dated Fiscal Sponsorship Agreement between the applicant and Miami-Dade Urban Debate League, Inc. was not provided; IRS 501(c)(3) Letter of Determination, or an application for non-profit status submitted to the IRS by the local partner organization reflected on the coversheet not provided	Unable to determine tax filing status/timeliness of tax filing; unable to review and verify monitoring reports from other non-County funders (incomplete or missing).	Yellow

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COMMUNITY-BASED ORGANIZATIONS' REPORT CARD AND DUE DILIGENCE RESULTS

ID	Applicant Legal Name	DEFICIENCIES	DUE DILIGENCE	REPORT CARD RATING
1516121	Zoo Miami Foundation	Subcontractor/Supplier listing incomplete; most recent IRS Form 990 not submitted only 2012. IRS Form 990 submitted which is not signed or dated, and the application for 2nd extension also not signed and not dated, IRS approval of extension to file not provided.	Unable to verify timeliness of tax filing.	Yellow
1516122	Southwest Social Services Programs, Inc.	Fair Subcontracting form and program budgets are inconsistent regarding the use of subcontractors.	Independent Audit report indicated that certain recommendations and areas for improvement were discussed with management but this information was not provided.	Yellow
1516123	New Horizons Community Mental Health Center, Inc.	OMB-GC contract suspended in 12-13 related to substance abuse license, reports/reimbursement not submitted; IRS and state employee taxes not paid and penalties assigned.	OMB-GC contract suspended in 12-13 related to substance abuse license, reports/reimbursement not submitted; IRS and state employee taxes not paid and penalties assigned.	Red
1516124	Make the Homeless Smile Miami, Inc.	Florida Certificate of Status and By-Laws not provided; Articles of Incorporation not signed; Affidavits D-1, Subcontractor/Supplier Listing, Fair Subcontractor Practices and Acknowledgement of Addenda not provided; Board of Directors list includes fewer members than on Sunbiz and missing positions for some members; applicant address on coversheet does not match address listed on Sunbiz; audit, financial statement or bank statements not submitted.	Unable to verify financial position-cash flow issues; applicant in operation approximately one year and is part of the EcoTech Visions business accelerator and incubator program; funding request equals total anticipated funding.	Yellow
1516125	Foundation of Community Assistance & Leadership, Inc. (FOCAL)	Audited financial statement indicate a negative figure for the net assets for the years ending 6/30/13 & 6/30/14- potential cash flow issues; Children's Trust 13-14 and 14-15 monitoring report noted non-compliance related to: program equipment and facilities, required staff training for applicant, reporting attendance of participants, engagement of participants, outcome achievements, timely submission of responses to administrative monitoring review and independent audit, issues with fiscal solvency, and documentation for special needs participants.	Audited financial statement indicate a negative figure for the net assets for the years ending 6/30/13 & 6/30/14- potential cash flow issues; Children's Trust 13-14 and 14-15 monitoring report noted non-compliance related to: program equipment and facilities, required staff training for applicant, reporting attendance of participants, engagement of participants, outcome achievements, timely submission of responses to administrative monitoring review and independent audit, issues with fiscal solvency, and documentation for special needs participants.	Yellow
1516126	Hispanic Coalition, Corp.	Page 2 of coversheet not signed; Agency-wide budget not provided; Board of Directors list does not list race and gender; no monitoring report submitted; no solicitation form submitted; Affidavit D-1 not notarized; Subcontractor/Supplier listing not provided; Fair Subcontracting form and program budgets are inconsistent regarding the use of subcontractors.	Suspension of OMB-GC 14-15 contract due to continued unresolved findings.	Red
1516127	Center for Family and Child Enrichment, Inc.	IRS Form 990 not signed by agency officer, and dated after the deadline by the CPA; application for extension or IRS approval of extended dea+AB129+AB127;AB128+AB126:AB128	Unable to verify tax filing status.	Yellow

COMMUNITY-BASED ORGANIZATIONS' REPORT CARD AND DUE DILIGENCE RESULTS

ID	Applicant Legal Name	DEFICIENCIES	DUE DILIGENCE	REPORT CARD RATING
1516128	DeHostos Senior Center, Inc.	Florida Certificate of Status not provided; Priority Service Area(s)/Service Category(ies) not properly identified on application coversheet; Board of Directors List was not provided; two-page Solicitation Form not provided; Subcontractor/Supplier Listing form not provided; Fair Subcontracting Practices form not provided; and, Acknowledgement of Addenda [Form A-3] not provided; unable to determine Corporate Tax Status of proposed subcontractor(s); IRS Form 990 filed late; one or more of the monitoring reports provided appear incomplete; Subcontractor/Supplier Listing form and/or Fair Subcontracting Practices form and one or more program budgets are inconsistent regarding the use of proposed subcontractors; audit, financial statement, or bank statement in the legal name of the applicant not provided.	The 2007 Office of Inspector General report noted adverse findings related to inaccurate and inconsistent reimbursement requests and difficulties verifying the provision of services; OMB-GC contract suspended in FY 13-14 and FY 14-15 for numerous repeat findings including Level 2 background screenings; IRS Form 990 filed late and penalties were assessed by the IRS.	Red
1516129	Banyan Community Health Center, Inc.	Coversheet does not specify Program Name; Board of Directors List is incomplete; IRS Form 990 for 2013 was filed late; IRS Form 990 for the most recent year not provided.	Multiple non-compliance issues, including a repeat finding, were noted in non-County (South Florida Behavioral Health Network) monitoring report(s) related to client records, client eligibility, program services and related agreements); unable to determine tax filing status/timeliness of tax filing; public records on Sunbiz show that applicant's fictitious name (Banyan Health System) is also used by related non-profit corporations; independent audit report noted monies owed by the related non-profit corporations for payments made by the applicant on their behalf.	Red
1516130	Regis House, Inc.	IRS 501(c)(3) Letter of Determination not provided; audit, financial statement, or bank statement is outdated; IRS Form 990 provided is not signed and dated; Annual Agency-wide Budget not provided; Board of Directors List is incomplete, following forms were not provided: Solicitation Form, Lobbyist Registration, Affidavit D-1, Subcontractor/Supplier Listing and the Fair Subcontracting Practices form; Acknowledgement of Addenda [Form A-3] not properly completed.	IRS 501(c)(3) Letter of determination not provided, OMB-GC contract suspended in FY 13-14 for repeat finding that the organization failed to share the results of the prior year monitoring report with the Board of Directors, unable to determine tax filing status/timeliness of tax filing; unable to verify financial position of applicant	Red
1516131	Villa Lyan, Inc.	IRS 501(c)(3) Letter of Determination not provided; current By-laws provided were incomplete; IRS Form 990 provided was illegible; Board of Directors List is incomplete.	IRS 501(c)(3) Letter of determination not provided for applicant; unable to determine tax filing status/timeliness of tax filing; Board of Directors roster only includes two members; Miami-Dade County (RER department) order for unlawful failure to pay wages to employee.	Red
1516132	Barry University, Inc.	Submitted IRS 990 not dated and signed.	Unable to verify filing status; OMB-GC contract suspension in FY2013-2014 related to repeat findings regarding late IRS filing, previous monitoring report not shared with its Board of Directors, and bank reconciliations.	Red
1516133	Coeur Sans Frontiers Auberge Des Jeunes, Inc.	Confirmation of IRS 990-N filing not provided; audit, financial statements, and bank statement not provided; agency-wide budget not provided; Board of Directors roster does not contain member addresses; subcontractor and supplier listing not completed, signed, or dated.	Unable to verify filing status; unable to verify financial status.	Yellow

COMMUNITY-BASED ORGANIZATIONS' REPORT CARD AND DUE DILIGENCE RESULTS

ID	Applicant Legal Name	DEFICIENCIES	DUE DILIGENCE	REPORT CARD RATING
1516134	Rainbow Community Development Corporation	Coversheet did not list service category; Articles of Incorporation not provided; IRS Form 990 submitted incomplete, including p.1 and p.2 - unable to verify its timely submission to the IRS; Board of Directors roster list did not provide gender; Required forms and affidavit submitted appear to be copies; subcontractor/suppliers, fair subcontracting practices and acknowledgment of addenda not provided.	Unable to verify tax filing.	Yellow
1516135	Liga Contra El Cancer, Inc.	Articles of Incorporation not provided; IRS Form 990 not signed by agency officer and dated by the CPA after the deadline, however, no application for extension or IRS approval of extended deadline provided; Board of Directors list missing members' positions; Subcontractor/Supplier listing not signed; Fair Subcontracting form not signed.	Unable to verify tax filing.	Yellow
1516136	Leadership Learning Center at St. John Bosco, Inc.	Applicant claims that it is a church and it is not required to file IRS 990; IRS 990 was not provided; By-Laws provided were not signed; agency-wide budget not provided; Board of Directors list not complete, did not provide length of service or Board of Directors members positions; Subcontractor/Supplier listing is incomplete; unable to determine corporate status of the identified subcontractor; Fair Subcontracting practices did not include policies and procedures.	Board of Directors roster listing appears to include familial relationship.	Yellow
1516137	Human Services Coalition of Miami-Dade County, Inc.	Name of the applicant on the coversheet does not match IRS 501(c)(3) and Sumbiz printout provided (name includes "Miami"); Florida Certificate of Status not provided; IRS Form 990 not signed and dated by officer and appears to be filed after the deadline, however, application(s) extension or IRS approval(s) of extended deadlines not provided; Board of Directors list missing positions; Fair Subcontracting form and program budgets are inconsistent regarding the use of subcontractors; unable to determine corporate status of the identified subcontractor(s); Subcontractor/Supplier listing not completed.	IRS 501 (C)(3) does not match name on coversheet; unable to verify tax filing status; Children's Trust report submitted noted issues with attendance of participants, outcome achievements, timely submission invoices and independent audit; independent audit submitted (2014) noted a restatement of revenues as a result of change in accounting method used, and a significant deficiency for the prior year related to journal entries.	Yellow
1516138	West Kendall Baptist Hospital, Inc.	Florida Certificate of Status not provided; 2013 IRS Form 990 submitted not dated and not signed, Application for 2nd extension provided (not signed) but IRS approval of the that extended deadline not submitted; more recent IRS 990 not provided; Board of Directors roster listing missing members' position titles; Lobbyist registration did not contain notary seal; Subcontractor/Suppliers listing form is incomplete.	Unable to verify tax filing status; Department of Health monitoring report noted findings as it relates to staffing requirement.	Yellow
1516139	Fairchild Tropical Botanic Garden, Inc.	IRS Form 990 was not signed and dated by officer, and was prepared by the CPA on 8/28/15, after the IRS approved extended deadline of 6/15/15; Lobbyist registration and Subcontractor/Supplier listing forms not completed.	Unable to verify tax filing status; IRS Form 990 indicates compensation to a related party; Board of Directors roster listing appears to include familial relationship.	Yellow
1516140	Veteran Connection, Inc.	IRS Form 990 not provided; Florida Certificate of Status not provided; annual Agency-wide Budget not provided; Articles of Incorporation not provided, current By-laws not provided; Subcontractor/Supplier Listing form not provided; Lobbyist Registration Affidavit not properly completed or not provided; Unable to determine Corporate Tax Status of proposed subcontractor(s); Subcontractor/Supplier Listing form and/or Fair Subcontracting Practices form and one or more program budgets are inconsistent regarding the use of proposed subcontractors; Board of Directors List does not include individual addresses for each Board member, audit, financial statement, or bank statement not provided.	Unable to determine tax filing status/timeliness of tax filing; unable to verify financial position of applicant; applicant recently established (Nov. 2015).	Yellow

COMMUNITY-BASED ORGANIZATIONS' REPORT CARD AND DUE DILIGENCE RESULTS

ID	Applicant Legal Name	DEFICIENCIES	DUE DILIGENCE	REPORT CARD RATING
1516141	Overtown Youth Center, Inc.	IRS Form 990 not signed and dated by agency officer, and prepared after the deadline; application for a 2nd non-automatic extension until 5/15/16 provided but the corresponding IRS approval not submitted; two (2) most recent monitoring reports not submitted-only The Children's Trust report submitted; unable to determine corporate status of the identified subcontractor(s).	Unable to verify tax filing status; The Children's Trust monitoring report noted an issue as it relates to client's participation; unresolved items noted for one of the subcontractors listed (Urgent, Inc.).	Yellow
1516142	The Abriendo Puertas Governing Board of East Little Havana, Inc.	IRS Form 990 not dated by officer, and prepared after the deadline; application for extension not provided; unable to determine corporate status of the subcontractor(s) for audit related expenses related to proposed program; Fair Subcontracting form and program budgets are inconsistent regarding the use of subcontractors.	Unable to verify timeliness of tax filings.	Yellow
1516143	The Health Council of South Florida, Inc.	IRS Form 990 prepared after the filing deadline, and not signed by officer, application(s) for extension or IRS approval of extension(s) to file not provided; Board of Directors list not complete, missing some of the Board of Directors members position titles; Fair Subcontracting form and program budgets are inconsistent regarding the use of subcontractors.	Unable to verify tax filing status; two (2) most recent monitoring reports submitted- OMB-GC FY13-14 and FY14-15 noted findings as it relates to inefficiency in maintaining program and fiscal records, program services and monthly reports not submitted on time.	Yellow
1516144	Federation of Families, Miami-Dade Chapter, Inc.	IRS Form 990 not signed or dated, unable to verify that it was filed by the approved IRS deadline; Board of Directors roster listing missing address of Board of Directors members and race/ethnicity; two (2) most recent monitoring reports not submitted-only one report from South Florida Behavioral Health Network submitted; unable to determine corporate status of identified subcontractor	Unable to verify tax filing status; non-County monitoring report submitted shows an issue as it relates to employment eligibility not containing proof of authorization to work.	Yellow
1516145	Johns Hopkins University-Talent Development Secondary	Address stated on Coversheet does not coincide with Sunbiz; Page 2 of coversheet indicate a different name than the one in page 1; IRS Form 501 (c)(3) does not coincide with the name in Sunbiz; unable to confirm that the IRS Form 990 was filed by the approved IRS deadline; Board of Directors roster listing missing Board of Directors member addresses and phone numbers; two (2) most recent monitoring reports not submitted; Subcontractor/Suppliers listing form not properly completed.	Unable to verify tax filing status; address stated on Coversheet does not coincide with Sunbiz.	Yellow
1516146	Wellspring Counseling, Inc.	IRS 990 not signed or dated - unable to confirm that the IRS Form 990 was filed by the approved IRS deadline; Board of Directors roster listing missing gender/ethnicity; Lobbyist registration and Subcontractor/Suppliers listing not provided; two (2) most recent monitoring reports not submitted.	Unable to verify tax filing status.	Yellow
1516147	Hearing and Speech Center of Florida, Inc.	Unable to confirm that the IRS Form 990 was filed by the approved IRS deadline; Board of Directors roster list not properly completed; Fair Subcontracting practices not signed.	Unable to verify tax filing status; OMB-GC contract suspended in FY13-14 for repeat findings related to personnel review.	Red
1516148	United Cerebral Palsy Association of Miami, Inc.	IRS Form 990 not signed/dated, eFile Authorization completed after the original deadline but application(s) for extension or IRS approval of extended deadline not provided; Board of Directors does not appear to be complete/current in Sunbiz; Subcontractor/Suppliers listing incorrectly completed; Acknowledgement of Addenda indicates incorrect dates.	Unable to verify tax filing status; multiple instances of non-compliance noted in non-County (Delmarva Foundation/Florida Agency for Healthcare Administration) monitoring report.	Yellow

COMMUNITY-BASED ORGANIZATIONS' REPORT CARD AND DUE DILIGENCE RESULTS

ATTACHMENT C

ID	Applicant Legal Name	DEFICIENCIES	DUE DILIGENCE	REPORT CARD RATING
1516149	Gang Alternative, Inc.	Address on coversheet does not match address zip code reflected on Sunbiz; By-Laws not provided; IRS Form 990 signed and filed after the deadline, application for extension not provided; Board of Directors roster list reflects fewer member than those on Sunbiz; unable to determine corporate status of the identified subcontractor(s); Fair Subcontracting form and program budgets are inconsistent regarding the use of subcontractors; acknowledgment of addenda date listed were incorrect.	Unable to verify timeliness of tax filing; The Children's Trust monitoring agency did not meet EOY retention number and retention EOY contract outcome achievements.	Yellow
1516150	Mujeres Unidas en Justicia, Educacion y Reforma, Inc.	Audit, financial statement, or bank statement not provided; two monitoring reports were not provided; Fair Subcontracting form and program budgets are inconsistent regarding the use of subcontractors; unable to determine corporate status of the identified subcontractor(s).	Unable to verify financial status.	Yellow

COMMUNITY-BASED ORGANIZATIONS' REPORT CARD AND DUE DILIGENCE RESULTS

ID	Applicant Legal Name	DEFICIENCIES	DUE DILIGENCE	REPORT CARD RATING
1516151	EcoTech Visions Foundation, Inc.	Two-page Solicitation Form not properly completed; Affidavit D-1 not provided; Lobbyist Registration Affidavit not provided; Subcontractor/Supplier Listing form not provided; Fair Subcontracting Practices form not provided; Board of Directors List is incomplete; unable to determine Corporate Tax Status of proposed subcontractor(s); Florida Certificate of Status not provided; IRS Form 990 submitted with obscured date and signature, and received late by the IRS; two most recent and complete monitoring reports were not provided.	Unable to determine tax filing status/timeliness of tax filing; unaudited financial statements for year ending 2015 indicated negative balance for the last two (2) years-possible cash flow issues.	Red
1516152	Dr. Jose Regueiro Foundation, Inc.	Name of applicant shown on coversheet does not match exactly the name reflected on SunBiz.org; Florida Certificate of Status not provided; Board of Directors List is incomplete; IRS Form 990-N submitted to the IRS through a vendor that is no longer authorized to accept e-Postcards; Unable to determine Corporate Tax Status of proposed subcontractor(s); Subcontractor/Supplier Listing form and/or Fair Subcontracting Practices form and one or more program budgets are inconsistent regarding the use of proposed subcontractors; Acknowledgement of Addenda [Form A-3] not properly completed.	Unable to determine tax filing status/timeliness of tax filing; it appears that multiple family members are on the Board which may represent a possible potential for conflict of interest; audit report for the year ending 12/31/15 reflects total liabilities that exceed total assets and an outstanding amount of \$600,000 from a line of credit-possible cash flow issues.	Red
1516153	Grace Christian Ministry, Inc.	501(c)(3) letter not provided-applicant submitted IRS letter assigning EIN instead; current Florida Certificate of Status not submitted; two (2) most recent monitoring reports not submitted- one page letter from Children's Trust submitted-incomplete report; subcontractor/Supplier listing not completed; Lobbyist Registration not completed; unable to determine corporate status of the identified subcontractor(s) (Reading Reformation, Inc. & Xtreme Total Fitness); missing audit, bank statements or financial statements; agency-wide budget for applicant appears to be budget for subcontractor.	501(c)(3) letter not provided; unable to verify financial position-cash flow issues; it appears that family members are listed on the Board of Directors; the proposal includes a budget for subcontractor (X-treme total fitness) that does not agree with the amount of subcontracted services in the program budget.	Red
1516154	Multi-Ethnic Youth Group Association, Inc.	IRS Form 990 provided is not signed and dated; Board of Directors List is incomplete; unable to determine Corporate Tax Status of proposed subcontractor(s); all required Forms/Affidavits appear to be color copies; Subcontractor/Supplier Listing form and Fair Subcontracting Practices form not provided; Subcontractor/Supplier Listing form and/or Fair Subcontracting Practices form and one or more program budgets are inconsistent regarding the use of proposed subcontractors; unable to verify financial position of applicant based on the 3-month cash flow statement provided.	Unable to determine tax filing status/timeliness of tax filing; unable to determine financial position of the applicant; OMB-GC contract suspended in FY 14-15 for repeat findings related to bank statements, bank reconciliations, and expenditure documentation	Red
1516155	Nature Links for Life Long Learning, Inc.	No Florida Certificate of Status, Articles of Incorporation not signed and dated; it appears that By-Laws are an incomplete sample, audit, financial statement or bank statements not submitted; Board of Directors list incomplete- does not include member home addresses; two (2) most recent monitoring reports not submitted-proposal indicates funding agreement with City of Miami since 2013; IRS 990 prepared within the 2nd extended period, but not dated or signed by officer, and application(s) for extension and IRS approval of extended deadline not provided.	Unable to verify tax filing status; unable to verify financial position.	Yellow

COMMUNITY-BASED ORGANIZATIONS' REPORT CARD AND DUE DILIGENCE RESULTS

ID	Applicant Legal Name	DEFICIENCIES	DUE DILIGENCE	REPORT CARD RATING
1516156	Voices for Children Foundation, Inc.	Florida Certificate of Status not provided; Board of Directors List is incomplete; Subcontractor/Supplier Listing form not properly completed; IRS Form 990 filed late.	Unable to determine tax filing status/timeliness of tax filing; OMB-GC contract suspended in FY 13-14 for repeat findings and finding in FY 14-15 related to IRS extension filings and not sharing prior year monitoring report with the Board of Directors.	Red
1516157	Richmond Heights Community Association, Inc.	Board of Directors List is incomplete, two most recent and complete monitoring reports were not provided; audit not provided, financial statements provided were outdated and out of balance, and the bank statement provided was incomplete; the most recently completed and submitted IRS Form 990 not provided.	Unable to verify financial position of applicant-a trial balance submitted for the YE 12/31/14 showed an out of balance condition and bank statements submitted were incomplete; unable to determine tax filing status/timeliness of tax filing; OMB-GC contract FY 13-14 noted significant findings related to fiscal area and administration; OMB-GC contract suspended in FY 14-15 for findings related to Level 2 background screenings.	Red
1516158	The Women's Breast & Heart Initiative, Florida Affiliate, Inc.	No Florida Certificate of Status submitted; no By-laws submitted; IRS 990 signed by agency officer on 5.04.15, before the date of preparation by CPA (6.04.15); unable to confirm that the IRS Form 990 was filed by the 5/15/15 deadline; Board of Directors list missing home addresses and positions; Subcontractor/Supplier listing not complete; unable to determine corporate status of the identified subcontractor(s); Fair Subcontracting form and program budgets are inconsistent regarding the use of subcontractors.	Unable to verify tax status.	Yellow
1516159	Colombian American Service Association, Inc. (CASA)	Form 990 unable to confirm that the IRS Form 990 was filed by the approved IRS deadline, unable to determine corporate status of the identified subcontractor(s); Fair Subcontracting form and program budgets are inconsistent regarding the use of subcontractors.	Unable to verify tax status/timeliness of filing; OMB-GC FY14-15 monitoring report- repeat findings, re: time sheets, service levels.	Yellow
1516160	The Public Health Trust of Miami-Dade County	Name of applicant on coversheet does not match name on 501(c)(3); Board of Directors list missing home addresses; proposal indicates revenues from grants, however monitoring reports were not submitted in the name of the applicant- instead two OMB-GC monitoring reports submitted for a current funded CBO (Riviera Presbyterian Church) who appears on this budget as a subcontractor; Unable to determine corporate status of the identified subcontractor(s); Fair Subcontracting form and program budgets are inconsistent regarding the use of subcontractors.	IRS 501(c)(3) not in the name of the applicant; applicant is a government instrumentality and is exempt from filing IRS 990; monitoring reports from other funders- Ryan White- indicated contractual issues and required repayment for lack of documentation to support services; OIG report from 2010 noted PHT Contractor Arrested for Forgery/submitted fraudulent Schedule of Intent Affidavit for mechanical work for \$484,817, PHT has not been proactive in taking any actions to ensure that the public funds that it dispenses to the contractor PHS are being spent properly, and in accordance with good public expenditure policy.	Red

COMMUNITY-BASED ORGANIZATIONS' REPORT CARD AND DUE DILIGENCE RESULTS

ID	Applicant Legal Name	DEFICIENCIES	DUE DILIGENCE	REPORT CARD RATING
1516161	The SEED School of Miami	Name of applicant on coversheet does not match the name on the 501 (c)(3) letter submitted-name on coversheet is the fictitious name of the agency; addresses provided on coversheet do not match addresses on Sunbiz for both fictitious name and agency listed on the 501 (c)(3); coversheet did not list service category; IRS 990 not signed and dated by agency officer-unable to confirm that the IRS Form 990 was filed by the approved IRS deadline; unable to determine corporate status of the identified subcontractor(s); Fair Subcontracting form and program budgets are inconsistent regarding the use of subcontractors; Board of Directors list missing positions; two (2) most recent monitoring reports not submitted-only one (1) report submitted from the Miami-Dade County Charter School Division.	IRS 501(c)(3) not in the name of the applicant; unable to confirm timeliness of tax filing; the monitoring report submitted noted deficiencies related to evacuation and fire drill procedures, documentation of counseling in student records, and late submission of monthly financial reports as well as non compliance with Florida Statutes as to publishing online annual budget, audit and Board of Directors list.	Red
1516162	Dade County Bar Association - NDM-RESPONSIVE	Name on the coversheet does not match the entity mentioned in the proposal (Dade County Bar Association); page 2 of Coversheet not signed; IRS 501 (c)(3) letter not provided for applicant and parent entity (Dade County Bar Association); Lobbyist Registration Affidavit, Subcontractor/Supplier listing, Fair Subcontracting form, Acknowledgement of Addenda not submitted; two (2) most recent monitoring reports not submitted- only one Florida Coalition Against Domestic Violence Report submitted; IRS Form 990 for the parent entity was filed after the original deadline - application for extension not provided; Board of Directors list missing positions.	IRS 501(c)(3) not provided in the name of the applicant on the parent entity; unable to verify tax filing status.	Red
1516163	The Education Fund, Inc.	IRS 990 not dated or signed-unable to confirm that the IRS Form 990 was filed by the approved IRS deadline; proposal indicates various funders however, monitoring reports were not submitted.	Unable to verify timeliness of tax filings; independent audit noted transactions with a related party (printing/design company) owned by a current member and part of the executive board (proposed budgeted expenses include printing-possible conflict of interest).	Yellow
1516164	Healthy Start Coalition of Miami-Dade, Inc.	Board of Directors list does not list home addresses for members; Fair Subcontracting form and program budgets are inconsistent regarding the use of subcontractors (submitted budget indicates independent contractors, however, fringes also budgeted as for employees leased from corporation). unable to determine corporate tax status of subcontractors.	The Children's Trust monitoring - agency did not meet EOY retention number, EOY contract outcome achievements, EOY actual outcomes and noted fiscal viability issues-current assets are too low in relation to current liabilities; current Liabilities are too high in relation to total expenditures; net assets are too low in relation to total expenditures.	Yellow

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COMMUNITY-BASED ORGANIZATIONS' REPORT CARD AND DUE DILIGENCE RESULTS

ID	Applicant Legal Name	DEFICIENCIES	DUE DILIGENCE	REPORT CARD RATING
1516165	Le Jardin Community Center, Inc.	Board of Directors list missing positions and home addresses for members; unable to determine corporate status of the identified subcontractor(s); Fair Subcontracting form and program budgets are inconsistent regarding the use of subcontractors.		Green
1516166	Center for Haitian Studies, Inc.	Coversheet did not list service category; two (2) most recent monitoring reports not submitted-only OMB-GC FY13-14 report submitted; Solicitation Form, Acknowledgment of Addenda, Fair Subcontractor form, Subcontractor/Supplier form, Lobbyist Registration affidavit provided, but not completed.	OMB-GC contract suspended in 13-14 for repeat findings related to Board meeting minutes, approval of payment vouchers, inconsistencies in classification of income/expenses; independent audit noted income received from related organization which had an officer who is also an officer of the applicant.	Red
1516167	CCDH, Inc.	Board of Directors list missing positions for members; application for automatic extension on file but IRS not signed and dated by officer and no eFILE signature authorization provided-unable to confirm that the IRS Form 990 was filed by the extended deadline.	Unable to verify tax filing/timeliness of filing.	Yellow
1516168	Ladies Empowerment & Action Program, Inc.	Name and address on coversheet does not match the name and legal address of the applicant as per Sunbiz; agency-wide budget not submitted; incomplete IRS Form 990 EZ (only page 1) and bank statement (April 2016) submitted- no additional financial documents provided, such as, financial statements, or audit to verify financial position; Board of Directors missing member positions; Subcontractor/Supplier listing incomplete, proposal indicates revenues from grants but two most recent monitoring reports not submitted.	Unable to verify tax filing; unable to verify financial position.	Yellow
1516169	Curley's House of Style, Inc.	Board of Directors List appears to be inconsistent with the information reflected on SunBiz.org and is incomplete; audit, financial statement, or bank statement is outdated or not provided; verification of submission of IRS Form 990 not provided; information included in the proposal indicates prior or current funding from the County or another funding source known to issue monitoring reports, but the two most recent and complete monitoring reports were not provided; Subcontractor/Supplier Listing form not properly completed.	Unable to verify financial position of applicant; unable to determine tax filing status/timeliness of tax filing; OMB-GC FY14-15 contract not closed (FY15-16 contract not executed) due to the applicant's failure to provide an acceptable response to the site visit monitoring report, including a corrective action plan; applicant has not responded to OMB-GC's final notice deadline of May 13, 2016.	Red
1516170	The Liberty City Optimist Club of Florida, Inc.	No Florida Certificate of Status provided; Fair subcontractor practices not completed; Board of Directors list does not contain phone numbers, race and gender for members.	OMB-GC 13-14 Contract suspension related to missing fiscal documentation, program records, and Level II background screening; contract with City of Miami 15-16 was extended due to agency's difficulty; City of Miami reports (2 years) noted deficiencies related IRS Form 990 not filed and client files; notes to the financial statement indicated as of 09/30/14 the agency's total liabilities exceed the total assets creating uncertainty as its ability to continue as a going concern.	Red

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COMMUNITY-BASED ORGANIZATIONS' REPORT CARD AND DUE DILIGENCE RESULTS

ID	Applicant Legal Name	DEFICIENCIES	DUE DILIGENCE	REPORT CARD RATING
1516171	Omega Activity Center Foundation, Inc.	<p>Florida Certificate of Status not provided; Board of Directors List is incomplete; two most recent and complete monitoring reports were not provided; Subcontractor/Supplier Listing form and/or Fair Subcontracting Practices Form and one or more program budgets are inconsistent regarding the use of proposed subcontractors; unable to determine Corporate Tax Status of proposed subcontractor(s); acknowledgement of Addenda [Form A-3] not properly completed.</p>	<p>OMB-GC contract suspended in FY 13-14 for finding related to not having Certificate of Use and Fire Safety permit.</p>	Red
1516172	Transition, Inc.	<p>IRS Form 990 was filed within the 2nd extended period but applications for extension and IRS approval not provided for the new deadline; Board of Directors list not complete-missing addresses; submitted budgets lack information regarding the corporate status of the identified subcontractor(s) and justification for the selection of the subcontractors (audit, copier lease, payroll processor).</p>	<p>Unable to verify tax filing status; OMB-GC suspensions for repeat findings FY13-14-for board meetings held without quorum as required by BY-Laws, and in FY14-15 for findings related to employee timesheets and audit findings; CareerSource South Florida monitoring report for FY15-16 indicates disallowed costs and instances of non-compliance with the Code of Federal Regulation for the contract regarding procurement procedures, cost allocation and quality control on personal files; in addition, the report noted a repeat finding for not submitting the required form confirming the completion of level 2 Background screening for new employees.</p>	Red
1516173	Reading and Math, Inc.	<p>Applicant name on coversheet indicates a fictitious name (Florida Reading Corps); however, not able to determine the fictitious name status in SunBiz; address shown on coversheet does not match exactly the address reflected on SunBiz.org; RFP Certification Form [Page 2 of the coversheet] submitted is not signed by a Reading and Math, Inc. representative; Florida Certificate of Status not provided, instead an authorization letter to transact business in Florida from the Florida Department of State Division of Corporation; verification of submission of IRS Form 990 not provided; one or more of the monitoring reports provided are not in the name of the Applicant; Board of Directors List appears to be inconsistent with the information reflected on SunBiz.org; the following affidavits and documents do not appear to be signed by a representative of the official eligible applicant, did not include the legal address of the applicant, and were not submitted in the name of the applicant: Two-page Solicitation Form, Affidavit D-1, Lobbyist Registration, Acknowledgement of Addenda [Form A-3], Subcontractor/Supplier Listing, and Fair Subcontracting Practices; Subcontractor/Supplier Listing form and/or Fair Subcontracting Practices form and one or more program budgets are inconsistent regarding the use of proposed subcontractors; unable to determine legal relationship between Reading & Math, Inc., and Florida Reading Corp.</p>	<p>Unable to determine tax filing status/timeliness of tax filing.</p>	Yellow

COMMUNITY-BASED ORGANIZATIONS' REPORT CARD AND DUE DILIGENCE RESULTS

ID	Applicant Legal Name	DEFICIENCIES	DUE DILIGENCE	REPORT CARD RATING
1516174	New Jerusalem Community Development Corporation	Submitted Board of Directors roster contains fewer members than in Sunbiz.	OMB-GC suspension for repeat findings in FY14-15 related to non-compliance in fiscal and administrative area, including not keeping Board meeting minutes, as required per By-Laws; not following its own Financial Procedures; subcontracts not submitted to County for prior approval, employees timesheets not documenting actual hours worked, and significant deficiencies related to funded employees paid by both the Provider and by a related entity, or only by the related entity, missing original invoices, and corresponding vouchers for program expenses; lack of confirmation for payment of State Re-Employment taxes; Related entity (Church) is reimbursed for program expenses without a formal agreement; lack of documentation for program income; 3 quotes not collected for contracted accounting and audit services; agreement with OMB-GC was converted from Performance Based to Cost Based in FY13-14 due to significant findings due to non-compliance; The Children's Trust monitoring report noted non-compliance re: number of participants tested.	Red
1516175	Psycho-Social Rehabilitation Center, Inc.	Board of Directors list missing positions and addresses; application for automatic extension to file IRS 990 not provided.	Unable to verify timeliness of tax filings; SFBHN monitoring- client files missing medical information, attendance to vocational groups not noted, and use of uncertified peer specialist; notes to the financial statements indicate litigation with former employee.	Yellow
1516176	St. Alban's Day Nursery, Inc.	Lobbyist registration not notarized	Audited financial statements ending June 30, 2015 indicate instances of non-compliance with OMB Circular A-133.	Red
1516177	Better Way of Miami, Inc.	Subcontractor/Supplier Listing form not properly completed; unable to determine Corporate Tax Status of proposed subcontractor(s); Subcontractor/Supplier Listing form and/or Fair Subcontracting Practices form and one or more program budgets are inconsistent regarding the use of proposed subcontractors.	Applicant reimbursed funds for contract with OMB-Ryan White due to lack of documentation regarding client eligibility; OMB-GC FY 13-14 agreement was converted to Cost Based and the contract was subsequently suspended due to a repeat finding relating to employee timesheets.	Red
1516178	Neighborhood Empowerment Resource Center, Inc.	Submitted IRS 990 is illegible; audit, financial statements or bank statements not provided; agency-wide budget not provided; Board of Directors roster does not contain positions for all members; Affidavit D-1 not notarized; Lobbyist Registration is not completed, signed, or dated; Acknowledgment of Addenda not signed.	Unable to verify tax filing status; unable to verify financial position.	Yellow
1516179	Casa Valentina, Inc.	IRS 990 not signed and dated; Board of Directors roster does not contain positions for all Board of Directors members; proposal indicates funding from Children's Trust- monitoring report not provided; Lobbyist Registration not completed, signed, or notarized; Subcontractor/Supplier listing not completed or signed.	Unable to verify tax filing status.	Yellow

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COMMUNITY-BASED ORGANIZATIONS' REPORT CARD AND DUE DILIGENCE RESULTS

ID	Applicant Legal Name	DEFICIENCIES	DUE DILIGENCE	REPORT CARD RATING
1516180	Suited for Success, Inc	Board of Directors list missing member position; Board of Directors list 17 members, however, Sunbiz-1 member listed; two (2) most recent monitoring reports not submitted-one incomplete monitoring report submitted (1 page of report); Lobbyist Registration Affidavit not completed; Unable to confirm that the IRS Form 990 was filed by the approved IRS deadline (not signed/not dated return for 2014 submitted, return for 2015 extension approval submitted without IRS990 form), audit, financial statement or bank statements not submitted-an audited statement for 2015 submitted does not identify the fiscal period (1 page submitted).	Unable to verify tax filing status; unable to verify financial position, 2008 OIG Report- misuse of funds/personal use (credit card) by agency management, used clients associated with another grant (Knight Foundation) and funded program to meet performance goals; subsequently, the executive director repaid the money; according to the report the agency Board failed to act on the misuse of funds.	Red
1516181	North Miami Foundation for Senior Citizens' Services, Inc.	Board of Directors list missing positions; unable to determine corporate status of the identified subcontractor(s).		Green
1516182	The Family Christian Association of America, Inc. (FCAA)	Board of Directors list submitted does not contain positions and addresses; unable to confirm that the IRS Form 990 was filed by the approved IRS deadline (signed/dated return for 2014 submitted return for 2015 extension approval submitted without IRS990 form), Subcontractor/Supplier listing incomplete; two (2) most recent monitoring reports not submitted-only OMB-GC FY14-15 complete report submitted; one page for two additional funders submitted.	Unable to verify tax filings status; independent audit identified one significant deficiency related to lack of recovery process to safeguard agency accounting data stored on the server.	Yellow
1516183	Ayuda, Inc.	Board of Directors roster does not contain member addresses, subcontractor/ supplier listing form not signed and dated; Fair Subcontracting form and program budgets are inconsistent regarding the use of subcontractors; unable to determine corporate status of the identified subcontractor(s).	Federal SAMI reflects delinquent federal debt; audited financial statement discloses Executive Director as the owner of a for profit organization that owns the facility where the organization operates-proposal allocates funding to rent expenses.	Red
1516184	Legal Services of Greater Miami, Inc.	Articles of Incorporation not signed; Board of Directors list missing positions and addresses for members; unable to confirm that the IRS Form 990 was filed by the approved IRS deadline (signed/dated return for 2014 submitted, return for 2015 extension approval submitted without IRS990 form).	Unable to verify tax filings status; required to repay OMB-Ryan White for lack of documentation to support client eligibility; management letter from independent auditors included a recommendation to allocate shared costs on a periodic and timely basis.	Yellow
1516185	Lincoln-Marti Community Agency, Inc.	Unable to confirm that the IRS Form 990 was filed by the approved IRS deadline; no agency-wide budget; Board of Directors roster contains applicant addresses for Board of Directors members.	Unable to verify tax filing status.	Yellow
1516186	Creative Reclamation of Artistic Fundamental Truths, Inc. (CRAFT)	Audit, financial statement, or bank statement not provided; Checklist (page 2 of coversheet) appears to be a copy; submitted Board roster differs from Board members listed on Sunbiz; submitted required documents and affidavits appear to copies; monitoring reports not provided.	Unable to verify financial position.	Yellow
1516187	Carlos Albizu University, Inc.	Articles of Incorporation not provided (amendment to name change only submitted); Florida Certificate of Status not provided; IRS 990 not signed nor dated, agency-wide budget not submitted; submitted Board of Directors roster list does not coincide with Sunbiz; submitted Children's Trust monitoring report incomplete.	Unable to verify tax filing status; multiple significant deficiencies in the independent audit for year ending June 30, 2015 related to compliance/internal controls, related party transaction, etc.	Red

COMMUNITY-BASED ORGANIZATIONS' REPORT CARD AND DUE DILIGENCE RESULTS

ID	Applicant Legal Name	DEFICIENCIES	DUE DILIGENCE	REPORT CARD RATING
1516188	Food for Life Network, Inc.	IRS Form 990 is not signed or dated; Board of Directors roster does not contain member addresses; Fair Subcontracting form and program budgets are inconsistent regarding the use of subcontractors; unable to determine corporate status of the identified subcontractor(s).	Unable to verify tax filing status; OMB-GC Ryan White monitoring report contained findings including missing background screening.	Red
1516189	Miami Bridge Youth and Family Services, Inc.	IRS 990 not signed nor dated; agency-wide budget not provided; positions for all Board of Directors members not listed.	Unable to verify tax filing status; Federal SAM reflects delinquent federal debt; Florida Network monitoring report dated November 5, 2015, indicates a deficiency related to the applicant not adhering to the Suicide Prevention Policies.	Red
1516190	Fifty-Five Years and UP, Inc.	Priority Service Area(s)/Service Category(ies) not properly identified on application coversheet; name shown on coversheet does not match exactly the name reflected on Sunbiz.org; annual/Agency-wide Budget not provided; one or more of the OMB-GC monitoring reports were not provided.	OMB-GC FY13-14 contract suspended due to significant findings related to client files and documentation to support program services; OMB-GC suspended agency in FY14-15 as a result of repeat findings due to the agency not tracking the number of hours that funded employees dedicated to the program.	Red
1516191	United Home Care Services, Inc.	The 2nd page of the cover sheet appears to be a copy; verification of submission of IRS Form 990 not provided; Annual Agency-wide Budget not provided; all required Forms/Affidavits appear to be copies; one or more of the monitoring reports not provided.	Unable to determine tax filing status/timeliness of tax filing; Office of Inspector General report noted applicant was ordered to repay State of Florida for overcharges, Miami-Dade County was also overcharged for unidentified client not associated with the applicant organization; OMB-GC monitoring report notes findings similar to those addressed in the OIG report.	Red
1516192	Here's Help, Inc.	IRS Form 990 provided is not signed and dated, Florida Certificate of Status not provided; Board of Directors List is incomplete - member addresses; Lobbyist Registration Affidavit not properly completed; Subcontractor/Supplier Listing form not properly completed.	Unable to determine tax filing status/timeliness of tax filing; unable to determine current financial position since the audit provider was for the year ending June 30, 2013 and IRS 990 for the year ending June 30, 2015 reflect expenses that exceed revenue for a two year period.	Yellow
1516193	Youth Co-Op, Inc.	Unable to confirm that the IRS Form 990 was filed by the approved IRS deadline; Board of Directors roster does not contain member address for all members.	Unable to verify tax filing status; Career Source Florida FY2014-2015 monitoring report noted deficiencies related to record keeping, follow up, and data entry.	Yellow
1516194	Catholic Charities Legal Services Archdiocese of Miami, Inc.	Checklist (pg.2 of coversheet) is missing signer's title; IRS Form 990 is not signed or dated; Board of Directors roster does not contain member addresses; Affidavit D-1 is incomplete.	Unable to verify tax filing status.	Yellow
1516195	Centro Campesino-Farmworker Center, Inc.	IRS Form 990 not signed or dated; Board of Directors roster does not coincide with listed members on Sunbiz; Affidavit D-1 does not contain notary signature; Lobbyist Registration, Subcontractor/Supplier listing form, and Fair Subcontracting Practices not provided.	Unable to verify tax filing status.	Yellow

COMMUNITY-BASED ORGANIZATIONS' REPORT CARD AND DUE DILIGENCE RESULTS

ID	Applicant Legal Name	DEFICIENCIES	DUE DILIGENCE	REPORT CARD RATING
1516196	Pediatric Alternative Treatment, Care, Housing and Evaluation Service, Inc.	Coversheet did not list service category; By-Laws not submitted; unable to confirm that the IRS Form 990 was filed by the approved IRS deadline; Subcontractor/Suppliers list form not signed; Fair Subcontracting Practices form not signed.	Unable to verify tax filing status.	Yellow
1516197	Spinal Cord Living-Assistance Development, Inc. (SCLAD)		There appears to be familial relationship between Board of Directors members.	Yellow
1516198	The Optimist Foundation of Greater Goulds Florida, Inc.	IRS Form 990-EZ for prior year (2014) was provided with an obscured date and was stamped "received" by the IRS after the deadline; the most recent IRS 990 (2015) was not provided; unable to verify financial position of applicant--only one page bank account summary for April 2016 submitted; documentation is incomplete; Board of Directors List appears to be inconsistent with the information reflected on SunBiz.org; Subcontractor/Supplier Listing form not properly completed; Subcontractor/Supplier Listing form and/or Fair Subcontracting Practices form and one or more program budgets are inconsistent regarding the use of proposed subcontractors.	Unable to verify financial position of applicant; unable to determine tax filing status/timeliness of tax filing; it appears that the Board Director and the Executive Director are family members (possible potential for conflict of interest); proposal indicates that the applicant is governed by a related organization (The Greater Goulds Optimist Club, Inc.) that is funded by the County, and that was unable to execute a FY 2014-15 contract in a timely manner due to prior year close out issues involving related party transactions with the applicant organization, and possible duplication of program expenses claimed for reimbursement by the applicant and the related entity to County OMB-GC and PHCD departments, subsequently authorization was given to extend administratively the FY 2014-15 contract with the related party to allow for reimbursement of eligible expenses.	Red
1516199	The Village South, Inc.	Coversheet does not provide name and address of applicant; unable to confirm that the IRS Form 990 was filed by the approved IRS deadline; Board of Directors roster submitted shows fewer Board of Directors members than Sunbiz; unable to determine corporate status of the identified subcontractor(s); Fair Subcontracting form and program budgets are inconsistent regarding the use of subcontractors.	Unable to verify filing status; applicant was suspended by OMB-GC for FY13-14 as a result of repeat findings related to bank reconciliation.	Red
1516200	Mahogany Youth Corporation	EIN number not on coversheet; submitted 501c(3) appears altered; IRS Form 990 not signed or dated; audit, fiscal statement, or bank statement not provided; Board of Directors roster does not contain member addresses or identify gender; submitted Board of Directors rosters does not coincide with Sunbiz; monitoring reports not provided; Affidavit D-1 is missing notary signature; subcontractor/supplier listing form not completed.	Unable to verify tax corporate status; unable to verify tax filing status; unable to verify financial position; OMB-GC FY2013-2014 Monitoring contained significant findings related to inadequate supporting documentation for expenses, disbursements of checks to unauthorized personnel, inability to submit legible bank statements; OMB-GC FY2013-2014 Contract was terminated as a result of unresolved Corrective Action Plan; Board of Directors members appear to have familial relationships.	Red
1516201	Michael-Ann Russell Jewish Community Center, Inc.	IRS 990 not provided; submitted Children's Trust monitoring report incomplete.	Audit contained no deficiencies, however multiple recommendations related to strengthening internal controls were noted, Alliance for Aging FY2015 monitoring report contained a repeat finding related to its grievance policy and required outreach activities.	Yellow

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COMMUNITY-BASED ORGANIZATIONS' REPORT CARD AND DUE DILIGENCE RESULTS

ID	Applicant Legal Name	DEFICIENCIES	DUE DILIGENCE	REPORT CARD RATING
1516202	Prosperity Social & Community Development Group, Inc.	Coversheet did not list service category and the address shown does not match the address in Sumbiz; Affidavit D-1 does not show correct name of applicant; Subcontractor/Suppliers listing is not complete; Fair Subcontracting form and program budgets are inconsistent regarding the use of subcontractors.	Bank statements submitted show insufficient fund transactions with an ending balance of \$500 which may indicate cash flow issues; City of North Miami 2014 monitoring report contained findings related to internal policies and procedures involving cost allocation cash receipts, and documentation protocols.	Red
1516203	Florida State University-Sponsored Research Administration	Florida Certificate of Status, Articles of Incorporation, By-Laws, and IRS form 990 not submitted; only one (1) most recent monitoring report submitted; Board of Directors roster list does not contain the Board of Directors members address, position and length of service.	Unable to verify tax filing status; proposal provided audit report for the State of Florida which identified numerous material weaknesses and significant deficiencies.	Yellow
1516204	The Dave and Mary Alper Jewish Community Center, Inc.	Unable to confirm that the IRS Form 990 was filed by the approved IRS deadline; Board of Directors roster list does not contain Board of Directors members addresses and missing some of the Board of Directors member length of service; Fair Subcontracting practices not signed.	Unable to verify tax filing status; it appears that there are familial relationships on applicant's Board of Directors.	Yellow
1516205	Palmetto Raiders Youth Development Club, Inc.	IRS 501(c)(3) Letter of Determination not provided in the legal name of the applicant organization shown on the coversheet and list of the subordinates organizations under the parent company not provided; Affidavit D-1 missing notary signature, Lobbyist Registration missing notary stamp; Subcontractor/Supplier Listing Form is incomplete; Fair Subcontracting form and program budget is inconsistent regarding the use of subcontractors.	It appears that there is a familial relationship among Board of Directors members.	Yellow
1516206	Douglas Gardens Community Mental Health Center of Miami Beach, Inc.	Unable to confirm that the IRS Form 990 was filed by the approved IRS deadline; Board of Directors roster list missing some of the Board of Directors member positions.	Unable to verify tax filing status.	Yellow
1516207	Sunrise Community, Inc.	Certificate of Status not provided; IRS Form 990 not signed or dated; Fair Subcontracting form and program budgets are inconsistent regarding the use of subcontractors; unable to determine corporate status of the identified subcontractor(s).	Unable to verify filing status; suspension with OMB-GC 13-14 for repeat findings related to spending below the expected expenditure rate.	Red
1516208	Community AIDS Resource, Inc.	Board of Directors roster missing member address; IRS Form 990 not signed and dated.	Unable to verify tax filing status; Ryan White monitoring report noted multiple findings related to billing practices, operating procedures/access to public records, personnel policies and procedures; client compliance and eligibility, payroll records, and fiscal capabilities.	Red
1516209	Epilepsy Foundation of Florida, Inc.	Affidavit D-1 not properly completed—missing notary signature; Subcontractor/Supplier listing form and/or Fair Subcontracting Practices form and one or more program budgets are inconsistent regarding the use of proposed subcontractors; unable to determine Corporate Tax Status of proposed subcontractor(s)	OMB-GC FY 12-13 monitoring report included repeat findings regarding two signature requirement for checks.	Green

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COMMUNITY-BASED ORGANIZATIONS' REPORT CARD AND DUE DILIGENCE RESULTS

ID	Applicant Legal Name	DEFICIENCIES	DUE DILIGENCE	REPORT CARD RATING
1516210	Society of St. Vincent De Paul Archdiocesan Council of Miami, Inc. - NON-RESPONSIVE	IRS 501 (c)(3) letter not provided; coversheet is missing service category; applicant name does not correspond with submitted Articles of Incorporation, Bylaws, and Certificate of Status; IRS 990 not provided; audit, financial statements, or bank statement not provided; agency-wide budget not provided; Board of Directors roster does not have member addresses; all required documents and affidavits were not completed.	Unable to confirm corporate tax status; unable to verify tax filing status; unable to verify financial position; Board of Directors members appear to have a familial relationship; line item budget was not provided.	Red
1516211	Center for Independent Living of South Florida, Inc.	Affidavit D-1 not signed by notary; Subcontractor/ Supplier Listing form improperly completed; Fair Subcontracting form and program budgets are inconsistent regarding the use of subcontractors; unable to determine corporate status of the identified subcontractor(s).	Audit contained several findings related to timely submission of audit report in accordance with grant and mortgage agreements and proper documentation of shared costs.	Yellow
1516212	Jewish Community Services of South Florida, Inc.	IRS Form 990 filed late; Affidavit D-1 not properly completed—missing signature; Subcontractor/Supplier Listing form not properly completed.	Unable to determine tax filing status/timeliness of tax filing; multiple non-compliance issues noted in The Alliance for Aging and Miami-Dade County Homeless Trust monitoring report(s), including maintenance of client files; OMB-GC FY 13-14 and FY 14-15 contracts suspended due to repeat findings related to late payments	Red
1516213	WeCount!, Inc.	Applicant identified a for profit subcontract, but justification not provided; IRS Form 990 filed late.	Unable to verify tax filing status.	Yellow
1516214	Florida Introduces Physical Activity and Nutrition to Youth, Inc. (FLUPANY)	IRS Form 990 is filed late; Board of Directors roster position missing; Prime Monitoring Report is incomplete.	Unable to verify timeliness of tax filing.	Yellow
1516215	Allapattai Community Action, Inc.	Applicant identified a for profit subcontract, but justification not provided; IRS Form 990 does not contain date and signature; Fair Subcontracting form and program budgets are inconsistent regarding the use of subcontractors.	Unable to verify tax filing status.	Yellow
1516216	Amigos Together for Kids, Inc.	IRS Form 990 is late; Board of Directors roster position missing for some Board of Directors members; Acknowledgment of Addenda is incorrect; unable to determine corporate status of the identified subcontractor(s).	Unable to verify timeliness of tax filing.	Yellow
1516217	Belafonte Tacoley Center, Inc.	IRS Form 990 provided is not signed and dated; Florida Certificate of Status not provided; Board of Directors List includes the address for the applicant organization for each member.	Unable to determine tax filing status/timeliness of tax filing; Lien from government entities found in Clerk of the Courts search; multiple significant deficiencies identified in independent audit report; OMB-GC contract suspended in FY 14-15 for repeat findings related to independent audit findings, late payment of invoices, and overdraft fees; multiple non-compliance issues noted in non-County (The Children's Trust) monitoring report(s) related to administrative documentation and data collection.	Red

COMMUNITY-BASED ORGANIZATIONS' REPORT CARD AND DUE DILIGENCE RESULTS

ID	Applicant Legal Name	DEFICIENCIES	DUE DILIGENCE	REPORT CARD RATING
15162218	West Dade Community Services, Inc.	Priority Service Area(s)/Service Category(ies) not properly identified on application coversheet; audit, financial statement, or bank statement not provided; Board of Directors List is incomplete—missing phone numbers; One or more of the monitoring reports provided appear incomplete; Affidavit D-1 not properly completed—missing notary signature; Lobbyist Registration Affidavit not properly completed—not notarized; Subcontractor/Supplier Listing form not provided; Fair Subcontracting Practices form not provided.	Unable to verify financial position of applicant; OMB-GC FY 13-14 contract suspended due to repeat findings related to bank reconciliations.	Yellow
15162219	Volunteers of America of Florida, Inc.	IRS Form 990 filed late; Affidavit D-1 is not signed by notary.	Unable to verify timeliness of tax filing.	Yellow
15162220	First Step Champions, Inc.	Audit incomplete; Board of Directors roster not properly completed; The Children's Trust Monitoring Report for FY2011-2012 and FY2013-2014 was incomplete (cover page only); Lobbyist Registration is incomplete; Subcontractor/Supplier Listing form not provided; Fair Subcontracting Practices form did not contain subcontracting policies and procedure; applicant identified a for profit subcontract, but justification not provided.	Unable to verify financial position, The Children's Trust (FY2014-2015) monitoring report contained multiple findings related to the required submission of their fiscal audit; identified subcontractor has a state lien for delinquent income taxes in the amount \$330 as of 2013.	Yellow
15162221	Senior L.I.F.T. Center, Inc.	Coversheet did not list service category; audit submitted not complete; IRS 990 filed late; most recent audit not provided; Affidavit D-1 not signed by notary; Lobbyist Registration not complete; Acknowledgment of Addenda improperly completed; Fair Subcontracting form and program budgets are inconsistent regarding the use of subcontractors.	Unable to verify timeliness of tax filing.	Yellow
15162222	Centro Mater Child Care Services, Inc.	Solicitation form missing second page; Affidavit D-1 does not contain notary signature; Subcontractor/Suppliers listing and Lobbyist registration form not provided.	OMB-GC FY14-15 monitoring report contained a finding for not properly processing disbursements on time.	Yellow
15162223	The Children's Home Society of Florida	IRS Form 990 filed late; Acknowledgment of Addenda contained inadequate information; Fair Subcontracting form and program budgets are inconsistent regarding the use of subcontractors; applicant identified a for profit subcontract, but justification not provided.	Unable to verify timeliness of tax filing.	Yellow
15162224	Start off Smart, Inc. (SOS)	Florida Certificate of Status not provided; address on coversheet does not match address listed on Sunbiz; unable to confirm that the IRS Form 990 was filed by the approved IRS deadline; unable to determine corporate tax status of the identified subcontractor(s) (Enfamilia).	Unable to verify timeliness of tax filing.	Yellow
15162225	Family Resource Center of South Florida, Inc.	Board of Directors list missing positions, agency-wide budget not provided.	The Children's Trust monitoring reports for FY 13-14 and FY 14-15 noted that the agency did not meet the expected end-of-year outcome achievements, and that the participants' engagement in sessions was below the target level; the FY 14-15 report also noted issues with fiscal solvency.	Yellow
15162226	Absence Between Strong Teens Intl. Inc.	Florida Certificate of Status, IRS 501(c)(3) letter, Articles of Incorporation, and Board of Directors list not provided.	IRS 501 (c)(3) letter not provided.	Red

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COMMUNITY-BASED ORGANIZATIONS' REPORT CARD AND DUE DILIGENCE RESULTS

ID	Applicant Legal Name	DEFICIENCIES	DUE DILIGENCE	REPORT CARD RATING
1516227	Adults Mankind Organization, Inc.	Applicant name on coversheet does not match name on Sunbiz and IRS 501 (c)(3) letter.	The Children's Trust monitoring - agency did not meet EOY retention number, EOY contract outcome achievement.	Yellow
1516228	South Florida Youth Symphony, Inc.	Two separate Board of Directors list submitted (need to submit one form with all the required information); two (2) most recent monitoring reports not submitted; Acknowledgement of Addenda, Lobbyist Registration Affidavit, Subcontractor/Supplier listing not completed; Fair Subcontracting form and program budgets are inconsistent regarding the use of subcontractors; IRS Form 990 filed late; audit, financial statement, or bank statement not provided.	Unable to verify tax filing status; unable to verify financial position of applicant.	Yellow
1516229	Best Buddies International, Inc.		Monitoring report from Delmarva Foundation indicated that the client records do not demonstrate agency's efforts to gather related information.	Yellow
1516230	The Key Clubhouse of South Florida	Unable to confirm that the IRS Form 990 was filed by the approved IRS deadline; Board of Directors list missing positions.	Unable to verify timeliness of tax filings; SFHBN 2012 monitoring report noted instances of non-compliance related to development of strategic and operational plans, and making available to the public information about agency process, as required by applicable standards, SFHBN 14-15 monitoring report noted deficiencies related to program documentation, client sign in sheets, and privacy and employment verification distributions notices.	Red
1516231	Trinity Empowerment Consortium, Inc.	IRS Form 990 for 2014 was not dated and signed - unable to confirm it was filed by the IRS-approved deadline (for 2015 the agency provided an IRS notice approving an extension to file by August 15, 2016); two most recent monitoring reports not submitted-only accompanying correspondence, Fair Subcontracting form and program budgets are inconsistent regarding the use of subcontractors; unable to determine corporate status of the identified subcontractor(s).	Unable to verify tax filing status.	Yellow
1516232	Miami City Ballet, Inc.	Florida Certificate of Status not provided; Board of Directors list missing positions; unable to confirm that the IRS Form 990 for YE 2014 was filed by the approved IRS deadline; proposal indicates grant/outside funding revenue-two (2) most recent monitoring reports not submitted; unable to determine corporate status of the identified subcontractor(s).	Unable to verify tax filing status.	Yellow
1516233	Latinos Salud, Inc.	Florida Certificate of Status not provided; Coversheet does not list legal address of applicant and the program name; Articles of Incorporation and By-Laws not signed; unable to confirm that the IRS Form 990 was filed by the approved IRS deadline; Board of Directors list missing positions; all required forms and affidavits are not submitted as originals.	Unable to verify tax filing status; Florida Department of Health-Broward County monitoring reports noted deficiencies in HIV client records: form missing site ID, counselor initiated form marked YES but test results never received, several forms contained illegible marks/notes.	Yellow

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COMMUNITY-BASED ORGANIZATIONS' REPORT CARD AND DUE DILIGENCE RESULTS

ID	Applicant Legal Name	DEFICIENCIES	DUE DILIGENCE	REPORT CARD RATING
1516234	Goulds Coalition of Ministries & Lay People, Inc.	Current Florida Certificate of Status not provided; proposal includes one budget form submitted for the seven program requests; Board of Directors list missing positions; unable to confirm that the IRS Form 990 was filed by the approved IRS deadline (front page of 2011 IRS form submitted-not legible); all required forms and affidavits are not submitted as originals; unable to determine corporate status of the identified subcontractor(s); proposal indicates grant/outside funding revenue; two (2) most recent monitoring reports not submitted.	Unable to verify tax filing status; potential cash flow issues: compilation of financial statements (unaudited) FYE 12/31/2015 show a deficit at the end of the year.	Yellow
1516235	Disability Independence Group, Inc.	Subcontractor/Supplier listing not completed.	The independent audit FYE 12/31/14 noted that the agency has received a loan without a formal agreement from Matthew and Deborah Deitz, its Executive Director and Legal Director who are related, amount due to related parties as of 12/31/14 is \$105,000, and is recorded as a liability in the financial statements which indicate that the total liabilities exceed the total assets-potential cash flow issues; legal Director is also listed as the Board president on the Board of Directors list and, together with another Board Director is included as funded personnel in the proposed budget-potential conflict of interest.	Yellow
1516236	The Miami Coalition for a Safe & Drug Free Community, Inc.	Current Florida Certificate of Status not provided; By-Laws not provided; Board of Directors list missing positions and addresses for members; Subcontractor/Supplier listing not complete; proposal indicates grant revenue-two most recent monitoring reports not submitted.	The independent audit for YE 12/31/14 indicates the agency owes \$42,250 to the Executive Director in unsecured non-interest bearing loan payable in weekly installments.	Yellow
1516237	Informed Families/The Florida Family Partnership, Inc.	Board of Directors list missing positions; Fair Subcontracting form not completed; unable to determine corporate status of the identified subcontractor(s); Lobbyist Registration Affidavit incomplete (not notarized); application for an automatic extension of deadline to file IRS Form 990 or the corresponding IRS approval notice were not provided.	Unable to verify timeliness of tax filings; DCF site visit report noted that Level II background screening was conducted late, and results were not provided to DCF; Children's Trust monitoring report noted that the agency did not meet the EQY actual outcome achievements, testing, and contracted outcome achievements.	Red
1516238	Center of Information & Orientation, Inc.	Applicant name not on coversheet; By-Laws signed but not dated; IRS Form 990 not signed and not dated; Board of Directors list missing board members positions and complete addresses; two (2) most recent complete monitoring reports not provided- Incomplete City of Miami report; Fair Subcontracting form and program budgets are inconsistent regarding the use of subcontractors; unable to determine corporate status of the identified subcontractor(s).	Unable to verify timeliness of tax return filings.	Yellow
1516239	Branches, Inc.	Board of Directors list missing board positions; Subcontractor/Supplier listing not properly completed (does not identify subcontractors included in the program budgets); Affidavit D-1 not provided.	Independent audit FYE 6/30/15 identified a material weakness related to the review of and recording of financial transactions; County's PHCD monitoring report for FY 2014 noted concerns regarding submission of required documentation for job creation in a timely manner; Volunteer of Florida monitoring report for FY 2015 noted a non-compliance related to certification of hours in time sheets for the AmeriCorps members.	Yellow

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COMMUNITY-BASED ORGANIZATIONS' REPORT CARD AND DUE DILIGENCE RESULTS

ID	Applicant Legal Name	DEFICIENCIES	DUE DILIGENCE	REPORT CARD RATING
1516240	Kily's Kids, Inc.	Board of Directors list missing members positions and contact information; Florida Certificate of Status not provided; Fair Subcontracting form and program budgets are inconsistent regarding the use of subcontractors; unable to determine corporate status of the identified subcontractor(s); Subcontractor Supplier listing not completed; Lobbyist Registration not signed nor notarized; agency-wide budget not provided.	Applicant in operation approximately three years and has received its first government grant only recently; monitoring reports not available.	Green
1516241	Stand Up For Those Who Can't	Board of Directors list missing members' addresses; unable to determine corporate status of the identified subcontractor(s); Lobbyist Registration not properly completed; agency-wide budget not provided; verification of submission of IRS Form 990-N by the IRS approved deadline was not provided; three monitoring reports submitted are not in the name of the applicant.	Unable to verify timeliness of tax filing; The three Children's Trust monitoring reports submitted are in the name of a for-profit corporation that appears to be owned by the President/CEO of the applicant, the related entity is located at the applicant address and owns a fictitious name that is also the name of the proposed program, potential conflict of interest; applicant's agency-wide budget indicates donations as the only source of revenue, and the bank statements submitted indicate little activity-potential cash flow issues.	Red
1516242	Common Threads, Inc.	Applicant's name and address on the coversheet do not match the names and addresses on Sunbiz, on the IRS 990, and on 501(c)(3) letter submitted (out of state addresses); 501(c)(3) determination letter not in the applicant's name as listed on the coversheet or that listed on Sunbiz; IRS 990 not signed and dated by agency officer and filed late; application(s) for extension and/or IRS approval notice(s) not provided; Lobbyist Registration submitted was not completed; Subcontractor/Supplier listing not completed and not signed; Fair Subcontracting form and program budget are inconsistent regarding the use of subcontractors; unable to determine corporate status of the identified subcontractor(s); Board of Directors list missing members' positions; the proposal indicates government grants received but no monitoring reports were included.	Unable to verify applicant's address on Sunbiz; 501(c) 3 determination letter not in the legal name of the applicant; unable to verify timeliness of tax filing; independent audit report FYE 12/31/14 noted material misstatements related to recording of grants, pledges receivable, in-kind donations, and volunteer expenses.	Red
1516243	Read2Succeed, Inc.	Florida Certificate of Status not provided; address shown on coversheet does not match exactly the address reflected on Sunbiz.org; IRS Form 990 filed late; Lobbyist Registration Affidavit not properly completed; Subcontractor/Supplier Listing form not provided or properly completed; Fair Subcontracting Practices form not provided; unable to determine Corporate Tax Status of proposed subcontractor(s).	Unable to determine tax filing status/timeliness of tax filing; OMB-GC FY 12-13 contract monitoring report included a repeat finding related to not sharing the results of the prior year monitoring with the Board of Directors	Yellow
1516244	The Sundari Foundation, Inc.	Applicant's address on the coversheet do not match the address on Sunbiz, and does not list mailing address; IRS 990 not signed or dated-unable to verify that IRS 990 was filed within an IRS approved deadline; Board of Directors list does not list members' positions.	Unable to verify timeliness of tax filing; FY 2014-15 U.S. HUD performance report noted deficiencies related to missing required information in the client files.	Red
1516245	Boys & Girls Clubs of Miami-Dade, Inc.	Current Florida Certificate of Status not provided; IRS 990 incomplete (missing pages), and not dated; application for extension submitted to IRS but unable to verify that IRS 990 was filed within the IRS approved deadline; Board of Directors list missing addresses of members; Subcontractor/Supplier listing not completed; Fair Subcontracting form and one of the program budgets are inconsistent regarding the use of subcontractors; unable to determine corporate status of the identified subcontractor(s).	Unable to verify timeliness of tax filing	Yellow

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COMMUNITY-BASED ORGANIZATIONS' REPORT CARD AND DUE DILIGENCE RESULTS

ID	Applicant Legal Name	DEFICIENCIES	DUE DILIGENCE	REPORT CARD RATING
1516246	Bridge for Hope, Inc.	Current Florida Certificate of Status not provided; Board of Directors list missing race and gender of the members; Subcontractor/Supplier listing improperly completed and does not have original signature; Fair Subcontracting form and the program budget are inconsistent regarding the use of subcontractors; unable to determine corporate status of the identified subcontractor(s); Affidavit D-1 and the Solicitation Form do not have an original signature; Acknowledgment of Addenda not signed; the proposal indicates state funding awarded in 2013 and 2015, however, no monitoring reports submitted.	Statement of Financial Position as of 12/31/15 shows a liability/loan from the Executive Director in an amount exceeding the agency's total assets; IRS 990 submitted indicates that the start-up loan from the Executive Director to the organization is interest-free and will mature in 2021; potential conflict of interest; monitoring reports not submitted to demonstrate agency's ability to meet government grant goals and compliance requirements.	Yellow
1516247	St. Thomas University, Inc.	IRS 990 not signed and not dated; Board of Directors list missing positions of board members; Subcontractor/Supplier listing not completed.	Unable to verify timeliness of tax filings.	Yellow
1516248	Miami Lighthouse for the Blind and Visually Impaired, Inc.	2014 IRS 990 not signed; unable to verify submission of the IRS 990 form within the established deadline; Board of Directors list missing positions of board members; Subcontractor/Supplier listing not completed.	Suspended in FY 2014-15 by OMB-GC for repeat finding related to lack of confirmation for timely filing of IRS Form 990; unable to verify timeliness of tax filings; agency-wide budget submitted for 2016 indicates that projected expenses exceed the projected revenues and that the gap will be covered from agency's reserves.	Red
1516249	Church World Service, Inc.	Coversheet does not list the name of the applicant, and shows an address different from that in Sunbiz and on the 501 (c) 3 determination letter; Subcontractor/Supplier listing improperly completed; Fair Subcontracting form and the program budget are inconsistent regarding the use of subcontractors; unable to determine corporate status of the identified subcontractor(s); Board of Directors list missing positions and length of service for board members.		Green
1516250	True Gospel Holiness Christian Center, Inc.	Florida Certificate of Status not provided; the following forms were not provided: Solicitation Form, Acknowledgment of Addenda, Lobbyist Registration, Affidavit D-1, Subcontractor/Supplier Listing and the Fair Subcontracting Practices form; Board of Directors List was not provided; Unable to determine Corporate Tax Status of proposed subcontractor(s); audit, financial statement, or bank statement not provided; IRS 990 Form indicates revenues from grants however, one or more of the monitoring reports were not provided (provide, at least, two of the most recent and complete monitoring reports in the legal name of the applicant).	Unable to verify financial position of applicant.	Yellow
1516251	Community Coalition, Inc.	2015 IRS 990 Form filed after the deadline and no extension application or confirmation of extended deadline provided; Board of Directors list missing complete addresses of members.	Unable to verify timeliness of tax filing; Career Source South Florida monitoring report for FY13-14 indicates disallowed costs and repeat findings related to client documentation and placement performance standard not met.	Red

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COMMUNITY-BASED ORGANIZATIONS' REPORT CARD AND DUE DILIGENCE RESULTS

ID	Applicant Legal Name	DEFICIENCIES	DUE DILIGENCE	REPORT CARD RATING
1516252	KIDCO Child Care, Inc.	Solicitation Form, Lobbyist Registration Affidavit, Subcontractor/Supplier listing, Fair Subcontracting Practice form, Affidavit D-1 form not submitted.	Miami-Dade CAHSD monitoring report noted that one (1) of three (3) classrooms exceeded the average classroom size; Notes to the Financial Statements for the YE 6/30/15 indicated that the agency has filed an action for money damages against a contractor related to site renovation, and that the contractor has also filed a counter-claim; search of Clerk of the Court records shows unresolved contractor liens.	Yellow
1516253	Florida Venture Foundation, Inc.	IRS 501(c)(3) Letter of Determination not provided in the legal name of the applicant organization shown on the coversheet; Florida Certificate of Status not provided; Board of Directors List appears to be inconsistent with the information reflected on SunBiz.org; IRS Form 990 filed late; unable to determine Corporate Tax Status of proposed subcontractor(s); Subcontractor/Supplier Listing form and/or Fair Subcontracting Practices form and one or more program budgets are inconsistent regarding the use of proposed subcontractors.	Unable to determine tax filing status/timeliness of tax filing; IRS 501(c)(3) letter of determination not provided for applicant; OMB-GC FY 12-13 contract monitoring report included findings related to overdraft fees and cash flow; County 2014 PHCD monitoring report noted concerns related to difficulties in developing the scope of services, submitting reimbursement requests and paying subcontractors in a timely manner.	Red
1516254	Josefa Perez de Castano Kidney Foundation, Inc.	Priority Service Area(s)/Service Category(ies) not properly identified on application coversheet; Florida Certificate of Status not provided; one or more of the monitoring reports provided are outdated.	The unaudited financials submitted are for periods of time that do not coincide; Statement of Financial position as of April 20, 2016 (the most recent report submitted) indicates that the Agency's total liabilities exceed the total assets; liabilities include loans from officer(s)-possible potential for cash flow issues and conflict of interest; OMB-GC FY 13-14 contract suspended due to findings related to late payments and payroll taxes.	Yellow
1516255	Attachable, Incorporated	No Florida Certificate of Status provided; By-Laws not signed; Articles of Incorporation not provided; Board of Directors list not provided; audit, financial statement, or bank statement not provided; all required forms and affidavits not provided.	Unable to verify financial position; potential cash flow issues-the IRS 990EZ submitted for YE 12/31/15 shows only \$200 in revenue.	Yellow
1516256	City Year, Inc.	Applicant address listed in Coversheet does not match the legal address in Sunbiz; current Florida Certificate of Status not provided; 2013 IRS 990 form filed after the initial deadline but no application(s) for extension or IRS approval(s) of extended deadline provided; IRS Form 990 for the most recent year not submitted.	Unable to verify tax filing; Volunteer Florida monitoring report indicates findings related to timesheets, member agreements, missing roster of students, and background screenings.	Red
1516257	The Institute of Black Family Life, Inc.	By-Laws not provided; IRS 990-EZ was prepared by the CPA on 2/15/16, after the original deadline, and was dated with a future date (2/15/18) by the agency officer; application(s) for extension or IRS approval of extended deadline to file were not provided; unable to determine corporate status of the identified subcontractor(s); Fair Subcontracting form and program budgets are inconsistent regarding the use of subcontractors; agency-wide budget not submitted (instead program budget for OMB-GC 9 month amendment provided).	Unable to verify timeliness of tax filing.	Yellow

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COMMUNITY-BASED ORGANIZATIONS' REPORT CARD AND DUE DILIGENCE RESULTS

ID	Applicant Legal Name	DEFICIENCIES	DUE DILIGENCE	REPORT CARD RATING
1516258	UHI Community Clinic, Inc.	<p>Coversheet did not list service category; amount requested on coversheet does not match line item budget; Coversheet does not list the name of applicant; the following were not submitted-Lobbyist Registration form, Subcontractor/Supplier listing, Fair Subcontracting; Affidavit D-1 form submitted without an original signature; IRS 990 not signed by agency officer and dated by the accountant after the deadline; application(s) for extension or IRS approval of extended deadlines to file were not provided; Florida Certificate of Status not provided; Board of Directors list does not list members addresses.</p>	<p>Unable to verify timeliness of tax filings; unaudited financial reports submitted for inconsistent periods of time; agency-wide budget submitted for 2016 indicates that the total budgeted amount represents "funds to be raised"; IRS 990 indicates a negative balance for the YE 2014. Potential cash flow issues.</p>	Yellow

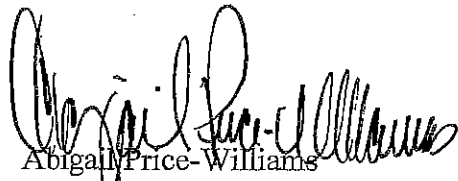


MEMORANDUM

(Revised)

TO: Honorable Chairman Esteban L. Bovo, Jr.
and Members, Board of County Commissioners

DATE: March 21, 2017

FROM: 
Abigail Price-Williams
County Attorney

SUBJECT: Agenda Item No. 8(G)(1)

Please note any items checked.

- "3-Day Rule" for committees applicable if raised
- 6 weeks required between first reading and public hearing
- 4 weeks notification to municipal officials required prior to public hearing
- Decreases revenues or increases expenditures without balancing budget
- Budget required
- Statement of fiscal impact required
- Statement of social equity required
- Ordinance creating a new board requires detailed County Mayor's report for public hearing
- No committee review
- Applicable legislation requires more than a majority vote (i.e., 2/3's ____, 3/5's ____, unanimous ____) to approve
- Current information regarding funding source, index code and available balance, and available capacity (if debt is contemplated) required

Approved _____ Mayor
Veto _____
Override _____

Agenda Item No. 8(G)(1)
3-21-17

RESOLUTION NO. _____

RESOLUTION AUTHORIZING AWARD OF GRANTS TO COMMUNITY-BASED ORGANIZATIONS IN A TOTAL AMOUNT NOT TO EXCEED \$13,397,363.00 UNDER REQUEST FOR PROPOSALS NO. CBO1516 FISCAL YEAR 2015-16 HUMAN AND SOCIAL SERVICES COMMUNITY-BASED ORGANIZATION FUNDING AND AUTHORIZING THE COUNTY MAYOR OR THE COUNTY MAYOR'S DESIGNEE TO EXECUTE SUCH GRANTS AND TO EXERCISE TERMINATION, AMENDMENT AND RENEWAL PROVISIONS CONTAINED THEREIN; ESTABLISHING AN ADMINISTRATIVE COST CAP FORMULA, AS REQUIRED BY RESOLUTION NO. R-59-16; WAIVING THE REQUIREMENT OF RESOLUTION NO. R-142-15 THAT AGENCY RESPONSES BE INCLUDED IN THE FINAL REPORT CARD; AUTHORIZING THE COUNTY MAYOR OR COUNTY MAYOR'S DESIGNEE TO NEGOTIATE AND EXECUTE A FISCAL SPONSORSHIP AGREEMENT WITH UNITED WAY OF MIAMI-DADE, INC.; WAIVING THE REQUIREMENTS OF RESOLUTION NO. R-130-06; AND RE-ALLOCATING \$786,557.00 IN COMMUNITY-BASED ORGANIZATION FUNDING

WHEREAS, this Board desires to accomplish the purposes outlined in the accompanying memorandum, a copy of which is incorporated herein by reference,

NOW, THEREFORE, BE IT RESOLVED BY THE BOARD OF COUNTY COMMISSIONERS OF MIAMI-DADE COUNTY, FLORIDA, that this Board:

Section 1. Authorizes grant awards to Community-Based Organizations (CBOs) in a total amount not to exceed \$13,397,363.00 for an initial one-year term with two one-year options-to-renew based on the competitive solicitation process directed by this Board in Resolution No. R-59-16, and authorizes the County Mayor or the County Mayor's designee to execute the grant awards with the CBOs listed in Attachment A to the accompanying memorandum. The County

Mayor or the County Mayor's designee is authorized to execute, for and on behalf of Miami-Dade County, grant agreements with each of the CBOs, in substantially the form attached hereto as Exhibit A and incorporated herein by reference, and to execute termination, amendments, renewals, and all other rights conferred therein, following review and approval for legal sufficiency by the County Attorney's Office.

Section 2. Accepts the recommended methodology for the establishment of a cap on the amount of administrative costs for these awards and future General Fund contracts for CBOs.

Section 3. Waives the requirement of Resolution No. R-142-15 that CBO responses be included in the final report card presented to the Board for the reasons set forth in the accompanying memorandum.

Section 4. Authorizes the County Mayor or the County Mayor's designee to negotiate and execute a fiscal sponsorship agreement wherein United Way of Miami-Dade, Inc. (United Way), which will serve as a fiscal sponsor for the County's Capacity Building Program as described in the accompanying memorandum.

Section 5. Waives the requirements of Resolution No. R-130-06 that the grant agreements with the CBOs and the fiscal sponsorship agreement with United Way be completely negotiated in final form and signed for the reasons set forth in the accompanying memorandum.

Section 6. Reallocates \$786,557.00 in CBO funds, as provided in the accompanying memorandum, as follows: (a) \$650,000.00 to be divided among the 13 County Commission Districts for direct allocations by the Districts to assist their under-served populations (\$50,000.00 for each District, for a total of \$200,000.00 per District when included with prior CBO allocations); and (b) \$136,557.00 to be allocated to the United Way for the Capacity Building Program to continue to assist CBOs County-wide.

The foregoing resolution was offered by Commissioner
who moved its adoption. The motion was seconded by Commissioner
and upon being put to a vote, the vote was as follows:

Esteban L. Bovo, Jr., Chairman	
Audrey M. Edmonson, Vice Chairwoman	
Bruno A. Barreiro	Daniella Levine Cava
Jose "Pepe" Diaz	Sally A. Heyman
Barbara J. Jordan	Joe A. Martinez
Jean Monestime	Dennis C. Moss
Rebeca Sosa	Sen. Javier D. Souto
Xavier L. Suarez	

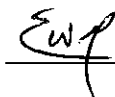
The Chairperson thereupon declared the resolution duly passed and adopted this 21st day of March, 2017. This resolution shall become effective upon the earlier of (1) 10 days after the date of its adoption unless vetoed by the County Mayor, and if vetoed, shall become effective only upon an override by this Board, or (2) approval by the County Mayor of this Resolution and the filing of this approval with the Clerk of the Board.

MIAMI-DADE COUNTY, FLORIDA
BY ITS BOARD OF
COUNTY COMMISSIONERS

HARVEY RUVIN, CLERK

By: _____
Deputy Clerk

Approved by County Attorney as
to form and legal sufficiency.



Eduardo W. Gonzalez

FY 2016-17
 County General Funds
 Ordinance(s) #

AGREEMENT

This Agreement made and entered into as of this _____ day of _____, by and between Miami-Dade County, a political subdivision of the State of Florida, through its Office of Management and Budget, Grants Coordination division, (hereinafter referred to as "County," "OMB-GC" or "OMB"), having its principal office at 111 NW 1st Street, 22nd Floor, Miami, Florida 33128, and **[insert agency name – bold off]**, a corporation organized and existing under the laws of the State of Florida, having its principal office at **[insert agency address – bold off]** (hereinafter referred to as "Provider"), states conditions and covenants for the rendering of human and social services (hereinafter referred to as "Services") for the County.

WHEREAS, the Provider provides or will develop services of value to the County and has demonstrated an ability or desire to provide these services; and

WHEREAS, the County is desirous of assisting the Provider in providing those services and the Provider is desirous of providing such services; and

WHEREAS, the County has appropriated grant funds for the proposed services,

NOW, THEREFORE, in consideration of the mutual covenants and agreements herein contained, the parties hereto agree as follows:

ARTICLE 1. DEFINITIONS

The following words and expressions used in this Agreement shall be construed as follows, except when it is clear from the context that another meaning is intended:

- a) The words "Agreement" "Contract" or "Contract Documents" shall mean collectively these terms and conditions, the Scope of Services (Attachment A) and the Budget Documents (Attachment B) and all other attachments hereto, as well as all amendments or budget revisions issued hereto.
- b) The words "Contract Manager" shall mean Miami-Dade County's Director of the Office of Management and Budget ("OMB") or the Director's designee, or the duly authorized representative designated to manage the Contract.
- c) The word "Days" shall mean Calendar Days, unless otherwise specifically noted.
- d) The word "Deliverables" shall mean all documentation and any items of any nature submitted by the Provider to the County's Contract Manager for review and approval pursuant to the terms of this Agreement.
- e) The words "directed", "required", "permitted", "ordered", "designated", "selected", "prescribed" or words of like import to mean respectively, the direction, requirement,

permission, order, designation, selection or prescription of the County's Contract Manager; and similarly the words "approved", "acceptable", "satisfactory", "necessary", or words of like import to mean respectively, approved by, or acceptable or satisfactory to, equal or necessary in the sole discretion of the County's Contract Manager.

- f) The words "Effective Term" shall mean the date on which this Agreement is effective, including start date and end date.
- g) The words "Extra Work" or "Change Order" or "Additional Work" shall mean resulting in additions or deletions or modifications to the amount, type or value of the Work and Services as required in this Agreement, as directed and/or approved by the County.
- h) "HIPAA" means Health Insurance Portability and Accountability Act of 1996.
- i) The words "Scope of Services" shall mean the document appended hereto as Attachment A, which details the work to be performed by the Provider.
- j) The word "subcontractor", "subconsultant", or "lessor" shall mean any person, entity, firm or corporation, other than the employees of the Provider, who furnishes services, labor, materials, and/or leases building space or land in connection with the Work, whether directly or indirectly, on behalf and/or under the direction of the Provider and whether or not in privity of Agreement with the Provider.
- k) The words "Work", "Services" "Program", or "Project" shall mean all matters and things required to be done by the Provider in accordance with the provisions of this Agreement.
- l) The word "review" shall mean inspection of original documentation and retention of copies of such documents associated with the administrative, fiscal, and programmatic functions of the program(s) supported by Miami-Dade County General Funds.
- m) The term "administrative budget" shall refer to costs that are not tied to the direct provision of services funded under this agreement. These costs may include: 1) the portion of payroll of the Provider's salaried administrative personnel and compensation of Provider's subcontracted administrative personnel (i.e., executive directors, agency heads, management and business consultants, information technology (IT) consultants, clerical, or other administrative personnel) payment for the administrative (non-program) portion of their duties; 2) overhead costs not related to the direct provision of services (i.e., administrative office space and related maintenance, utilities and supplies, insurance, advertising, marketing and fundraising costs, staff training, accounting and tax preparation services, and audit fees).
- n) The term "arm's length transaction" shall refer to any transaction in which the buyers and sellers of a product act independently and have no relationship to each other to ensure that both parties in the transaction are acting in their own self-interest and are not subject to any pressure or duress from the other party.
- o) The term "related party transaction" shall refer to a business deal or arrangement between two parties who are joined by a special relationship (family member or relative, stockholder, related corporation) prior to the deal or arrangement.
- p) The term "program income" shall refer to the income received by the Provider directly

from the activities funded under this agreement, or generated as a result of the use of the County's General Fund award.

ARTICLE 2. AMOUNT PAYABLE

Subject to available funds, the maximum provisional amount payable for services rendered under this contract shall not exceed:

(Insert Descriptive Service Program Name 1) \$

(Insert Descriptive Service Program Name 2) \$

Both parties agree that should, in the County's sole discretion, available County funding be reduced, the amount payable under this Contract may be proportionately reduced at the sole discretion and option of the County.

All services undertaken by the Provider before the County's execution of this Contract shall be at the Provider's risk and expense.

Both parties agree that this is a twelve month contract effective as of _____ through _____.

It is the ongoing responsibility of the Provider to maintain sufficient financial resources to meet the expenses incurred during the period between the provision of services and payment by the County.

Both parties expressly acknowledge availability of funding under this contract is at the County's sole discretion.

ARTICLE 3. SCOPE OF SERVICES

The Provider shall render services in accordance with the Scope of Services incorporated herein and attached hereto as Attachment A. The Scope of Services must clearly indicate the time frames for the delivery of each of the proposed services.

The Provider shall implement the Scope of Services as described in Attachment A in a manner deemed satisfactory to the County. Any modification or amendment to the Scope of Services shall not be effective until approved by the County and Provider in writing.

The Provider will not use products or foods containing "pink slime," as defined in Resolution 478-12 of the Board of Miami-Dade County Commissioners, in food that is provided or served pursuant to this agreement.

For congregate and/or home-delivered meal programs, the Provider agrees to furnish proof that it is meeting all applicable local, State, and Federal food safety and hygiene requirements.

ARTICLE 4. BUDGET SUMMARY

The Provider agrees that all expenditures or costs shall be made in accordance with the Budget, which is attached herein and incorporated hereto as Attachment B. Pursuant to Board of Miami-Dade County Commissioners Resolution 630-13, the Provider will also submit a detailed project budget, and sources and uses statement as Attachment B-1, which shall be sufficiently detailed to show (i) the total project cost, (ii) the amount of funds to be used for administrative and overhead costs, (iii) whether the County funds will be 'gap' funds meaning that they would be the last remaining funds needed to ensure funding for the total project cost, (iv) any profit to be made by the Provider, and (v) the amount of funds devoted toward the provision of the desired services or activities. The Provider will also submit an agency-wide budget as Attachment B-2. The agency-wide budget shall display all projected agency revenues by funding source(s), including but not limited to funds from this Miami-Dade County General Fund Agreement, any other Miami-Dade County General Fund revenues, the projected administrative costs across all funding sources, and the total agency revenue for FY _____. The Provider will continually disclose any changes in funding – County or non-County – through the submission of an updated Agency-Wide Budget to the OMB-GC within thirty (30) days after such changes occur.

The Provider may request a budget revision to amend the budget in Attachment B during the term of this Agreement. A request for a budget revision must be submitted to OMB-GC no later than thirty (30) days prior to the expiration of this Agreement.

The Provider may shift funds between existing line items in Attachment B: 1) without a budget revision, if the change to the line item does not exceed fifteen percent (15%); or 2) with a budget revision requested by the Provider's President, Vice President, Executive Director, or other designated representative as stated on the Authorized Signature Form attached hereto, and approved by the OMB-GC, if the changes to a line item exceed fifteen percent (15%). A budget revision is also required in order to add new line items.

ARTICLE 5. EFFECTIVE TERM

Both parties agree that the effective term of this Agreement shall commence on _____ and terminate at the close of business on _____.

ARTICLE 6. INDEMNIFICATION BY PROVIDER

A. **If the Provider is a Government Entity.** Government entity shall indemnify and hold harmless the County and its officers, employees, agents and instrumentalities from any and all liability, losses or damages, including attorneys' fees and costs of defense, which the County or its officers, employees, agents or instrumentalities may incur as a result of claims, demands, suits, causes of actions or proceedings of any kind or nature arising out of, relating to or resulting from the performance of this Agreement by the government entity or its employees, agents, servants, partners, principals or subcontractors. Government entity shall pay all claims and losses in connection therewith and shall investigate and defend all claims, suits or actions of any kind or nature in the name of the County, where applicable, including appellate proceedings, and shall pay all costs, judgments, and attorney's fees which may issue thereon. Provided, however, this indemnification shall only be to the extent and within the limitations of Section 768.28, Fla. Stat., subject to the provisions of that Statute, as may be amended, whereby the government entity shall not be held liable to pay a personal injury or property

damage claim or judgment by a party which exceeds the statutory cap for personal injury or property damage claims, liabilities, losses or causes of action which may arise as a result of the negligence of the government entity. Provider expressly understands and agrees that any insurance protection required by this Agreement or otherwise provided by Provider or self-insurance shall in no way limit the responsibility to indemnify, keep and save harmless and defend the County or its officers, employees, agents and instrumentalities as herein provided.

B. All Other Providers. Provider shall indemnify and hold harmless the County and its officers, employees, agents and instrumentalities from any and all liability, losses or damages, including attorneys' fees and costs of defense, which the County or its officers, employees, agents or instrumentalities may incur as a result of claims, demands, suits, causes of actions or proceedings of any kind or nature arising out of, relating to or resulting from the performance of this Agreement by the Provider or its employees, agents, servants, partners principals or subcontractors. Provider shall pay all claims and losses in connection therewith and shall investigate and defend all claims, suits or actions of any kind or nature in the name of the County, where applicable, including appellate proceedings, and shall pay all costs, judgments, and attorney's fees which may issue thereon. Provider expressly understands and agrees that any insurance protection required by this Agreement or otherwise provided by Provider shall in no way limit the responsibility to indemnify, keep and save harmless and defend the County or its officers, employees, agents and instrumentalities as herein provided.

C. Term of Indemnification. The provisions of Article 6 shall survive the expiration or termination of this Contract.

ARTICLE 7. INSURANCE

If the total dollar value of all County contracts with the Provider exceeds \$25,000 then the following insurance coverage is required:

A. Government Entity. If the Provider is the State of Florida or an agency or political subdivision of the State as defined by section 768.28, Florida Statutes, the Provider shall furnish the County, upon request, written verification of liability protection in accordance with section 768.28, Florida Statutes. Nothing herein shall be construed to extend any party's liability beyond that provided in section 768.28, Florida Statutes. The provider shall also furnish the County, upon request, written verification of Workers Compensation protection in accordance with Florida Statutes, Chapter 440.

B. All Other Providers.

1. **Minimum Insurance Requirements: Certificates of Insurance.** The Provider shall submit to Miami-Dade County, c/o Office of Management and Budget (OMB), 111 N.W. 1st Street, 22nd Floor, Miami, Florida 33128-1994, original Certificate(s) of Insurance indicating that insurance coverage has been obtained which meets the requirements as outlined below:

A. All insurance certificates must list the COUNTY as "Certificate Holder" in the following manner:

Miami-Dade County
111 N.W. 1st Street, Suite 2340

Miami, Florida 33128

- B. Worker's Compensation Insurance for all employees of the SERVICE PROVIDER as required by Florida Statutes, Chapter 440.
- C. Commercial General Liability Insurance in an amount not less than \$300,000 combined single limit per occurrence for bodily injury and property damage. **Miami-Dade County must be shown as an additional insured with respect to this coverage.**
- D. Automobile Liability Insurance covering all owned, non-owned, and hired vehicles used in connection with the Work provided under this Agreement, in an amount not less than \$300,000* combined single limit per occurrence for bodily injury and property damage.

*NOTE: For SERVICE PROVIDERS supplying vans or mini-buses with seating capacities of fifteen (15) passengers or more, the limit of liability required for Auto Liability is \$500,000.

- E. Professional Liability Insurance in the name of the SERVICE PROVIDER, when applicable, in an amount not less than \$250,000.
- F. All insurance policies required above shall be issued by companies authorized to do business under the laws of the State of Florida, with the following qualifications:

1. The company must be rated no less than "A" as to management, and no less than "Class VII" as to financial strength, according to the latest edition of Best's Insurance Guide published by A.M. Best Company, Oldwick, New Jersey, or its equivalent, subject to the approval of the COUNTY's Risk Management Division
OR
2. The company must hold a valid Florida Certificate of Authority as shown in the latest "List of All Insurance Companies Authorized or Approved to Do Business in Florida," issued by the State of Florida Department of Financial Services.

- G. Compliance with the foregoing requirements shall not relieve the SERVICE PROVIDER of its liability and obligations under this Section or under any other section of this Agreement.
- H. The COUNTY reserves the right to inspect the SERVICE PROVIDER'S original insurance policies at any time during the term of this Agreement.
- I. Applicability of this section of the Agreement affects SERVICE PROVIDERS whose combined total award for all services funded under this Agreement exceed a \$25,000 threshold. If the SERVICE PROVIDER's original total combined award is less than \$25,000, but the SERVICE PROVIDER receives additional funding during the contract period which makes the total combined award exceed \$25,000, then the requirements of this section shall apply.

J. **Failure to Provide Certificates of Insurance.** The Contractor shall be responsible for assuring that the insurance certificates required in conjunction with this Section remain in force for the duration of the effective term of this Agreement (October 1, 2016 through September 30, 2017). If insurance certificates are scheduled to expire during the effective term, the Provider shall be responsible for submitting new or renewed insurance certificates to the County prior to expiration.

In the event that expired certificates are not replaced with new or renewed certificates which cover the effective term, the County may suspend the Agreement until such time as the new or renewed certificates are received by the County in the manner prescribed herein; provided, however, that this suspended period does not exceed thirty (30) calendar days. Thereafter, the County may, at its sole discretion, terminate this Agreement.

ARTICLE 8. STAFFING REQUIREMENTS

The Provider shall maintain an organizational structure and adequate programmatic, administrative, and support staff sufficient to fulfill its obligations under the contract with the County. The Provider shall ensure that employees responsible for program compliance have sufficient qualifications and experience, and receive appropriate grant administrative and program compliance training. The funded personnel shall occupy positions, and will perform duties consistent with their assigned job descriptions. The Provider shall report to the County, on a monthly basis, any staffing changes affecting the funded program(s) including funded employee(s) separation, termination, new hire, and change in duties/positions.

In the event the County determines that the Provider's staffing levels do not conform to those in the approved scope of services, budget(s) and corresponding budget justification(s), Attachment A and Attachments B and B-1 to this Agreement, the County will advise the Provider in writing and the Provider will have thirty (30) calendar days to remedy the identified staffing deficiencies. Failure to comply may result in the suspension of payments until the deficiencies are corrected. If staffing levels still do not conform to those in the scope of services, approved budget(s) and corresponding budget justification(s), Attachment A and Attachments B and B-1 to this Agreement, after the thirty (30) calendar day opportunity to remedy the identified staffing deficiencies, the County reserves the right to modify and/or reduce the amount(s) budgeted for Provider's personnel costs under this Agreement at the County's sole discretion.

ARTICLE 9. PROOF OF LICENSURE AND BACKGROUND SCREENING

A. Licensure. If the Provider is required by the State of Florida or Miami-Dade County or any law or regulation to be licensed or certified to provide the services or operate the facilities outlined in the Scope of Services (Attachment A), the Provider shall furnish to the County a copy of all required current licenses or certificates. Examples of services or operations requiring such licensure or certification include but are not limited to childcare, day care, nursing homes, and boarding homes.

If the Provider fails to furnish the County with the licenses or certificates required under this Section, the County shall not disburse any funds until it is provided with such licenses or

certificates. Failure to provide the licenses or certificates within sixty (60) days of execution of this Agreement may result in termination of this Agreement at the County's discretion.

B. Background Screening. As a requirement of this contract, even if such screening is not otherwise required by applicable law, the Provider is required to furnish satisfactory Level 2 Background Screening Results for those employees, subcontractors, and volunteers that work with youths under 18 years of age, persons ages 65 years old and up, persons of any age that have disabilities, and victims of domestic violence.

As a requirement of this contract, even if such screening is not otherwise required by applicable law, the Provider agrees to conduct pre-employment criminal background screenings of its staff, subcontractors, and volunteers; to update those background checks at least once every five (5) years; and to maintain documentation of criminal background screening on file.

In addition, Provider agrees to comply with any and all background screening requirements pertaining to its employees, volunteers, subcontracted personnel and independent contractors that may be required pursuant to applicable federal, state or local laws or regulations or resolutions, including but not limited to, as may be amended: Chapters 39, 393, 394, 397, 402, 408, 409, 413, 429, 430, 435, 775, 782, 787, 800, 826, 827, 943, 984, 985, 1012, of the Florida Statutes; sections 26-37 through 26-39, 2-8.6.5, and 8A-281 through 8A-287 of the Code of Miami-Dade County; Titles 58, 59, 63 and 65 of the Florida Administrative Code; 45 C.F.R. 1301.31; and 42 U.S.C. 9843a; as may be applicable.

Provider's failure to comply with any applicable laws, regulations, ordinances and resolutions regarding background screening of employees, volunteers, subcontractors and independent contractors is grounds for a material breach and termination of this contract at the sole discretion of the County.

The Provider agrees to comply with all applicable laws (including but not limited to Chapters 39, 402, 409, 430, 394, 408, 393, 397, 943, 984, 985, 1012 and 435, Florida Statutes, and Section 943.04351, Florida Statutes, as may be amended from time to time), regulations, ordinances and resolutions, regarding background screening of those who may work or volunteer directly with or in the vicinity of vulnerable persons, as defined by section 435.02, Florida Statutes, as may be amended from time to time.

In the event criminal background screening is required by law, the State of Florida and/or the County, the Provider will permit only employees, volunteers, subcontractors and independent contractors with a satisfactory national criminal background check through an appropriate screening agency (i.e., the Florida Department of Juvenile Justice, Florida Department of Law Enforcement or Federal Bureau of Investigation) to work or volunteer in direct contact with or in the vicinity of vulnerable persons. The Provider shall also comply with Section 943.059, Florida Statutes, regarding court-ordered sealing of criminal history records, and Section 943.0585, Florida Statutes, regarding court-ordered expunction of criminal history records, as may be applicable.

The Provider agrees to ensure that employees, volunteers, subcontracted personnel and independent contractors who work with vulnerable persons satisfactorily complete and pass Level 2 background screening before working or volunteering with vulnerable persons. Provider shall furnish the County with proof that employees, volunteers, subcontracted personnel and independent contractors, who work with vulnerable persons, satisfactorily passed Level 2

background screening, pursuant to Chapters 435 and 430, Florida Statutes, as may be amended from time to time.

If the Provider fails to furnish to the County proof that an employee, volunteer, subcontractor or independent contractor's Level 2 or other required background screening was satisfactorily passed and completed prior to that employee, volunteer, subcontractor or independent contractor working or volunteering with or in the vicinity of a vulnerable person or vulnerable persons, the County shall not disburse any further funds and this Contract may be subject to termination at the sole discretion of the County.

ARTICLE 10. CONFLICT OF INTEREST

A. The Provider agrees to abide by and be governed by the Miami-Dade County Conflict of Interest and Code of Ethics Ordinance codified at Section 2-11.1 et al. of the Code of Miami-Dade County, as amended, as well as with section 617.0832, Florida Statutes, regarding director conflict of interests, which are incorporated herein by reference as if fully set forth herein, in connection with the Provider's contract obligations hereunder. Additionally, the Provider agrees to:

1. Prohibit members of the Provider's board of directors from voting on matters relating to this Agreement which may result in the board member directly or indirectly receiving funds paid by the Provider under this Agreement.
2. Prohibit members of the Provider's board of directors from voting on any matters in which they are related to the person or entity seeking a benefit as 1) an officer, director, partner, of counsel, consultant, employee, fiduciary, beneficiary, or 2) a stockholder, bondholder, debtor, or creditor.
3. Prohibit members of the Provider's board of directors from directly or indirectly receiving any funds paid by the County to the Provider under this Agreement.
4. Prohibit employees of the Provider from directly or indirectly receiving any funds paid by the County to the Provider under this Agreement, with the exception of the employee's salary and fringe benefits or portion of the employee's salary and fringe benefits included in Attachment B.
 - a. "Indirectly" for purposes of this section includes payment of funds paid by the County to the Provider under this Agreement to an organization in which the employee or board member has a "controlling financial interest," referring to ownership, directly or indirectly, to ten (10) percent or more of the outstanding capital stock in any corporation or a direct or indirect interest of ten (10) percent or more in a firm, partnership, or other business entity or nonprofit organization.
5. Maintain a written conflict of interest policy that applies to hiring, providing services to clients, and procuring supplies or equipment.
6. Immediately disclose and justify in writing to the OMB-GC any business transactions between the Provider, on one side, and Board members or staff, on another side, as well as all related-party transactions with shareholders, partners, officers, directors, or employees of any entity that is doing business with the Provider.

7. Implement procedures to protect against fraud and co-mingling of funds as regards credit card purchases, if credit cards are utilized by the Provider.
8. If the County determines the Provider has breached this section, the County shall suspend payment until the matter has been resolved to the County's satisfaction.
9. The County may request an opinion from the Miami-Dade Commission on Ethics and Public Trust regarding questions arising under this section.

B. No person, including but not limited to any officer, member of a board of directors, manager, or supervisor employed by the Provider, who is in the position of authority, and who exercises any function or responsibilities in connection with this Agreement, has at the time this Agreement is entered into, or shall have during the term of this Agreement, received any of the services funded under this agreement, or direct or instruct any employee under their supervision to provide such services as described in this Agreement. Notwithstanding the before mentioned provision, any officer, member of a board of directors, manager or supervisor employed by the Provider, who is eligible to receive any of the services described herein may utilize such services if he or she can demonstrate that he or she does not have direct supervisory responsibility over the Provider's employee(s) or service program and that such utilization is permissible pursuant to Section 2-11.1 et al. of the Code of Miami-Dade County.

C. All transactions associated with this agreement that do not meet the criteria of an Arm's Length Transaction must be immediately disclosed and justified in writing to the OMB-GC.

D. The Provider is required to immediately disclose to the OMB-GC any related party transactions (for example (but not limited to), situations such as where the Provider leases office space from one of the Provider's Board members or employees) that occur throughout the duration of this agreement.

ARTICLE 11. CIVIL RIGHTS

The Provider agrees to abide by Chapter 11A of the Code of Miami-Dade County ("County Code"), as amended, which prohibits discrimination in employment, housing and public accommodations on the basis of race, creed, religion, color, sex, familial status, marital status, sexual orientation, gender identity, gender expression, status as a victim of domestic violence, dating violence or stalking, pregnancy, age, ancestry, national origin, disability, or source of income; Title VII of the Civil Rights Act of 1968, as amended, which prohibits discrimination in employment and public accommodation; the Age Discrimination Act of 1975, 42 U.S.C. §6101, as amended, which prohibits discrimination in employment because of age; the Rehabilitation Act of 1973, 29 U.S.C. §794, as amended, which prohibits discrimination on the basis of disability; the Americans with Disabilities Act, 42 U.S.C. §12101 et seq., which prohibits discrimination in employment and public accommodations because of disability; the Federal Transit Act, 49 U.S.C. §1612, as amended; and the Fair Housing Act, 42 U.S.C. §3601 et seq. It is expressly understood that the Provider must submit an affidavit attesting that it is not in violation of the Acts. If the Provider or any owner, subsidiary, or other firm affiliated with or related to the Provider is found by the responsible enforcement agency, the Courts or the County to be in violation of these acts, the County will conduct no further business with the Provider.

Any contract entered into based upon a false affidavit shall be voidable by the County. If the Provider violates any of the Acts during the term of any contract the Provider has with the County, such contract shall be voidable by the County, even if the Provider was not in violation at the time it submitted its affidavit.

The Provider agrees that it is in compliance with the Domestic Violence Leave, codified as § 11A-60 et seq. of the Miami-Dade County Code, which requires an employer, who in the regular course of business has fifty (50) or more employees working in Miami-Dade County for each working day during each of twenty (20) or more calendar work weeks to provide domestic violence leave to its employees.

Failure to comply with this local law may be grounds for voiding or terminating this Agreement or for commencement of debarment proceedings against Provider.

ARTICLE 12. HEALTH INSURANCE PORTABILITY AND ACCOUNTABILITY ACT

Any person or entity that performs or assists Miami-Dade County with a function or activity involving the use or disclosure of "individually identifiable health information (IIHI)" and/or "Protected Health Information (PHI)" shall comply with the Health Insurance Portability and Accountability Act (HIPAA) of 1996, the Miami-Dade County Privacy Standards Administrative Order and any other applicable laws regarding confidential information. HIPAA mandates for privacy, security and electronic transfer standards include but are not limited to:

1. Use of information only for performing services required by the contract or as required by law;
2. Use of appropriate safeguards to prevent non-permitted disclosures;
3. Reporting to Miami-Dade County of any non-permitted use or disclosure;
4. Assurances that any agents and subcontractors agree to the same restrictions and conditions that apply to the Provider and reasonable assurances that IIHI/PHI will be held confidential;
5. Making Protected Health Information (PHI) available to the customer;
6. Making PHI available to the client for review and amendment; and incorporating any amendments requested by the client as may be required by law;
7. Making PHI available to Miami-Dade County for an accounting of disclosures; and
8. Making internal practices, books, and records related to PHI available to Miami-Dade County for compliance audits.

PHI shall maintain its protected status regardless of the form and method of transmission (paper records and/or electronic transfer of data). The Provider must give its clients written notice of its privacy information practices, including specifically, a description of the types of uses and disclosures that would be made with protected health information. Provider must post, and distribute upon request to service recipients, a copy of the County's Notice of Privacy Practices.

ARTICLE 13. NOTICE REQUIREMENTS

The Provider agrees to notify the County of any changes that may affect the County supported program(s) under this Agreement within ten (10) days from the date of such a change's occurrence.

It is also understood and agreed between the parties that any written notice addressed to OMB-GC, which is delivered by U.S. Mail or emailed to OMB-GC and any written notice addressed to the Provider, which is delivered by U.S. Mail or by email shall constitute sufficient notice to either party.

All notices required or permitted under this Agreement which are delivered by U.S. Mail shall be deemed sufficiently served if delivered by Registered or Certified Mail, with return receipt requested; or delivered personally; or delivered via fax or by email. All notices to the County shall be delivered to the following address:

(1) To the County

ATTENTION: Daniel T. Wall
Assistant Director
Office of Management and Budget – Grants Coordination
111 NW 1st Street, 22nd Floor
Miami, FL 33128-1902
Phone: (305) 375-4742
Fax: (305) 375-4049
Email: dtw@miamidade.gov

(2) To the Provider

Name: _____
Title: _____
Phone: (305) _____
Fax: (305) _____
Email: _____

Either party may at any time designate a different mail or email address and/or contact person by giving written notice as provided above to the other party.

ARTICLE 14. AUTONOMY

Both parties agree that this Agreement recognizes the autonomy of the contracting parties and implies no affiliation between the contracting parties. It is expressly understood and intended that the Provider is only a recipient of funding support and is not an agent or instrumentality of the County. Furthermore, the Provider's agents and employees are not agents or employees of the County.

ARTICLE 15. SURVIVAL

The parties acknowledge that any of the obligations in this agreement, including but not limited to Provider's obligation to indemnify the County, will survive the term, termination, and cancellation hereof. Accordingly, the respective obligations of the Provider under this

agreement, which by nature would continue beyond the termination, cancellation or expiration thereof, shall survive termination, cancellation or expiration hereof.

ARTICLE 16. BREACH OF AGREEMENT: COUNTY REMEDIES

A. **Breach.** A breach by the Provider shall have occurred under this Agreement if: (1) the Provider fails to provide the services outlined in the Scope of Services (Attachment A) or meet expected performance levels within the effective term of this Agreement; (2) the Provider ineffectively or improperly uses the County funds allocated under this Agreement; (3) the Provider does not furnish the Certificates of Insurance required by this Agreement or as determined by the County's Risk Management Division; (4) if applicable, the Provider does not furnish upon request by the County proof of licensure/certification or proof of background screening required by this Agreement; (5) the Provider fails to submit, or submits incorrect or incomplete, proof of expenditures to support disbursement requests or advance funding disbursements or fails to submit or submits incomplete or incorrect detailed reports of expenditures or final expenditure reports; (6) the Provider does not submit or submits incomplete or incorrect required reports or reports that indicate that expected performance levels are not being met ; (7) the Provider refuses to allow the County access to records or refuses to allow the County to monitor, evaluate and review the Provider's program; (8) the Provider discriminates under any of the laws outlined in Article 10 of this Agreement; (9) the Provider, attempts to meet its obligations under this Agreement through fraud, misrepresentation, or material misstatement; (10) the Provider fails to correct deficiencies found during a monitoring, evaluation, or review within the specified time as described in communication from OMB-GC; (11) the Provider fails to issue prompt payments to small business subcontractors or follow dispute resolution procedures regarding a disputed payment; (12) the Provider fails to submit the Certificate of Corporate Status, Board of Directors requirement, or proof of tax status; and (13) the Provider fails to fulfill in a timely and proper manner any and all of its obligations, covenants, agreements, and stipulations in this Agreement.; (14) the Provider fails to meet any of the terms and conditions of the Miami-Dade County Vendor Registration, including any and all required County affidavits, or the State Affidavit (Attachment E); or (15) the Provider fails to fulfill in a timely and proper manner any and all of its obligations, covenants, agreements and stipulations in this Contract. Waiver of breach of any provisions of this Contract shall not be deemed to be a waiver of any other breach and shall not be construed to be a modification of the terms of this Agreement.

B. **County Remedies.** If the Provider breaches this Agreement, the County may pursue any or all of the following remedies:

1. The County may terminate this Agreement by giving written notice to the Provider of such termination and specifying the effective date thereof. In the event of termination, the County may: (a) request the return of all finished or unfinished documents, data studies, surveys, drawings, maps, models, photographs, reports prepared and secured by the Provider with County funds under this Agreement (b) seek reimbursement of County funds allocated to the Provider under this Agreement; (c) terminate or cancel any other contracts entered into between the County and the Provider. The Provider shall be responsible for all direct and indirect costs associated with such termination, including attorney's fees. The County may also, in the County's sole discretion, recapture a proportionate amount of funding if expected performance levels under this Agreement are not met by Provider in the County's sole discretion.

2. The County may suspend payment in whole or in part under this Agreement by providing written notice to the Provider of such suspension and specifying the effective date thereof, at least five (5) days before the effective date of suspension. If payments are suspended, the County shall specify in writing the actions that must be taken by the Provider as condition precedent to resumption of payments and shall specify a reasonable date for compliance. The County may also suspend any payments in whole or in part under any other contracts entered into between the County and the Provider. The Provider shall be responsible for all direct and indirect costs associated with such suspension, including attorney's fees. The County may also, in the County's sole discretion, recapture a proportionate amount of funding if expected performance levels under this Agreement are not met by Provider in the County's sole discretion.

3. The County may seek enforcement of this Agreement including but not limited to filing an action in a court of appropriate jurisdiction. The Provider shall be responsible for all direct and indirect costs associated with such enforcement, including attorney's fees;

4. The County may debar the Provider from future County contracting;

5. If, for any reason, the Provider should attempt to meet its obligations under this Agreement through fraud, misrepresentation or material misstatement, the County shall, whenever practicable terminate this Agreement by giving written notice to the provider of such termination and specifying the effective date thereof at least five (5) days before the effective date of such termination. The County may terminate or cancel any other contracts which such individual or entity has with the County. Such individual or entity shall be responsible for all direct and indirect costs associated with such termination or cancellation, including attorney's fees. Any individual or entity who attempts to meet its contractual obligations with the County through fraud, misrepresentation, or material misstatement may be debarred from county contracting for up to five (5) years;

6. Any other remedy available at law or equity.

C. **Authorization to Terminate Agreement.** The Mayor or the Mayor's designee is authorized to terminate this Agreement on behalf of the County.

D. Failures or waivers to insist on strict performance of any covenant, condition, or provision of this Contract by the County shall not be deemed a waiver of any rights or remedies, nor shall it relieve the Provider from performing any subsequent obligations strictly in accordance with the term of this Contract. No waiver shall be effective unless in writing and signed by the parties. Such waiver shall be limited to provisions of this Contract specifically referred to therein and shall not be deemed a waiver of any other provision. No waiver shall constitute a continuing waiver unless the writing states otherwise.

E. **Damages Sustained.** Notwithstanding the above, the Provider shall not be relieved of liability to the County for damages sustained by the County by virtue of any breach of the Agreement, and the County may withhold any payments to the Provider until such time as the exact amount of damages due the County is determined. The County may also pursue any remedies available at law or equity to compensate for any damages sustained by the breach. The Provider shall be responsible for all direct and indirect costs associated with such action, including attorney's fees.

ARTICLE 17. TERMINATION BY EITHER PARTY

Both parties agree that this Agreement may be terminated by either party hereto by written notice to the other party of such intent to terminate at least thirty (30) days prior to the effective date of such termination. The Mayor or the Mayor's designee is authorized to terminate this Agreement on the behalf of the County.

ARTICLE 18. PAYMENT PROCEDURES

The County agrees to pay the Provider for services rendered under this Agreement pursuant to the attached Scope of Services (Attachment A) based on the payment schedule, the line item budget, or both, which are incorporated herein and attached hereto as Attachment B. Payment shall be made in accordance with procedures outlined below and if applicable, the Sherman S. Winn Prompt Payment Ordinance (Ordinance 94-40).

A. **Performance Based Contract: How payment will be made.** The parties agree that this is a performance-based Contract and that the Provider shall be paid on a monthly basis contingent upon the submission of satisfactory Monthly Payment Requests (Attachment F), Monthly Performance Report (Attachment G), a satisfactory Quarterly Report of Actual Expenditures Report (Attachment H), and a Final Year-End Closeout Report (Attachment I). The County has the right to withhold payment if the OMB-GC, in its sole discretion, deems any required report to be unsatisfactory. The County shall have the sole discretion in determining if the Provider is entitled to such funds and the County's decision in this matter shall be binding.

Upon proper and complete execution of this Contract (to include proof of insurance), the County may provide the Provider with twenty-five percent (25%) of the Contract amount in advance. Advance payments in excess of 25% of the Contract amount may be approved by the Mayor or the OMB-GC Director as the Mayor's Designee for this purpose. Thereafter, for each month of satisfactory performance as documented by the submission of a proper monthly performance report and a quarterly report of actual expenditures approved by the County, the County will pay the Provider the remaining contract amount in 1/11th increments. Monthly disbursements shall occur upon receipt of timely submission of Monthly Performance Report(s) and the Quarterly Report of Actual Expenditures Report and is contingent upon the Provider's overall satisfactory performance. The Provider is required to submit documentation of actual expenditures on a quarterly basis. If the Provider is not meeting its expected service performance levels and/or expenditure rates, then a corrective action plan must accompany the Monthly Performance Reports and/or Monthly Expenditure Reports. The OMB-GC will provide a submission due date calendar for the Monthly Payment Requests, Monthly Performance Report, the Quarterly Report of Actual Expenditures, and the Final Contract Year-End Closeout Report (Attachments F, G, H, and I).

The County reserves the right to convert this Contract to a cost-based Contract in which the Provider shall be paid through reimbursement payment based on the budget approved under this Contract and when documentation of completed and satisfactory service delivery is provided and supporting documentation of incurred expenditures are provided. Thus, the Provider must maintain appropriate supporting documentation for all expenditures from the beginning of the Contract term (i.e., receipts, bank statements, cancelled checks, employee time sheets, etc.). If the actual performance levels of the program(s) covered by this agreement are less than the expected performance levels, then the County may adjust payments, recapture the funded award, or seek repayment based on the level of performance.

Once the County, in its sole discretion has made the determination to convert to a cost-based method, the Provider shall submit to the OMB-GC, the Monthly Reimbursement form provided by the OMB-GC on a monthly basis. Monthly reimbursement requests (both retroactive and current) and accompanying supporting documentation must be received by the OMB-GC no later than the 21st of the month following the month for which reimbursement is requested.

B. Monies Owed to the County. The County reserves the right, in its sole discretion, to reduce payments to the Provider in order to recapture any monies owed to the County. In accordance with County Administrative Order No. 3-29, a Provider that is in arrears to the County is prohibited from obtaining new County contracts or extensions of contracts until such time as the arrearage has been paid in full or the County has agreed in writing to an approved re-payment plan.

Additionally, in accordance with Miami-Dade County Implementing Order 3-9, Accounts Receivable Adjustments, if money is owed by the Provider to the County, whether under this Contract or for any other purpose, the County reserves the right to retain such amount from payment due by County to the Provider under this Contract. Such retained amount shall be applied to the amount owed by the Provider to the County. The Provider shall have no further claim to such retained amount(s) which shall be deemed full accord and satisfaction of the amount due by the County to the Provider for the applicable payment due herein.

C. No Payment of Subcontractors. In no event shall County funds be advanced or paid by the County directly to any subcontractor hereunder. Payment to approved subcontractors shall be made by Provider following requirements and limitations as detailed in Article 22 of this Agreement.

D. Requests for Payment. The County agrees to pay all budgeted costs incurred by the Provider that are allowable under the County guidelines. In order to receive payment for allowable costs, the Provider shall submit a Monthly Summary of Expenditures Report and a Monthly Performance Report on forms provided by the OMB-GC. The OMB-GC must receive the Monthly Summary of Expenditures Report and the Monthly Performance Report no later than the 21st day of the month following the month in which services were provided. The Monthly Summary of Expenditures Report shall reflect the expenses incurred by the Provider for the month services were rendered and documented in the Monthly Performance Report. Upon submission of satisfactory required monthly reports, the OMB-GC shall make payment.

The County will not approve payments for in-kind or volunteer services provided by the Provider on behalf of the project. The OMB-GC shall accept originals of invoices, receipts and other evidence of indebtedness as proof of expenditures. When original documents cannot be produced, the Provider must adequately justify their absence in writing and furnish copies as proof of the expenditures.

E. Processing the Request for Payment. After the OMB-GC staff reviews and approves the payment request, the OMB-GC will submit a payment request to the County's Finance Department. The County's Finance Department will issue payment via Automated Clearing House (ACH) or mail the check directly to the Provider at the address listed in Article 12 of this Agreement, unless otherwise directed by the Provider in writing. The parties agree that the processing of a payment request from date of submission by the Provider shall take a maximum of forty-five (45) days from receipt of a complete and accurate payment request, pursuant to the

County's Sherman S. Winn Prompt Payment Ordinance (Ordinance 94-40), Section 2-8.1.4 of the Code of Miami-Dade County, Administrative Order No. 3-19, and the Florida Prompt Payment Act, if supporting documentation/invoices are properly documented as determined by the County in its sole discretion. It is the responsibility of the Provider to maintain sufficient financial resources to meet the expenses incurred during the period between the provision of services and payment by the County.

Failure to submit monthly payment requests, monthly performance reports, and quarterly reports of actual expenditures in a manner deemed correct and acceptable by the County, by the 21st day after the end of the month/quarter in which the service was delivered, shall be considered a breach of this Agreement and may result in withholding payment, non-payment, or termination of this Agreement.

F. Final Request for Payment. A final request for payment from the Provider will be accepted by the OMB-GC up to thirty (30) days after the expiration of this Agreement. If the Provider fails to comply, all rights to payment shall be forfeited. The request for the final payment may include accruals of the personnel costs listed in Attachment B, which the Provider is obligated to pay after the close of the period for services provided within the term of the Agreement.

G. Closeout Reporting Process/Recapture of Funds. Upon the expiration of this Contract, the Provider shall submit Closeout Report documents to the OMB-GC no more than thirty (30) days after the expiration of this Contract. These documents shall include a cumulative contract year-end summary of Provider's program performance, the Contract Year-End Closeout Report, and the Property Inventory Report. If after receipt of these documents, the OMB-GC determines that the Provider has been paid funds not in accordance with the Contract, and to which it is not entitled, the Provider shall return such funds to the County or submit appropriate documentation. The County shall have the sole discretion in determining whether the Provider is entitled to such funds and the County's decision on this matter shall be binding. Additionally, any unexpended or unallocated funds shall be recaptured by the County.

ARTICLE 19. ALLOWABLE AND PROHIBITED USE OF FUNDS

- A. Allowable Use of Funds.** The Provider shall use the funds under this Agreement to cover the expenses included in, and under the terms and conditions defined in, the program budget(s) and corresponding budget justification(s) in Attachment B to this contract. The Provider agrees that all sources and uses of the funds in the Provider's bank account where County funds paid pursuant to this Agreement are deposited shall be related to the Provider's official business activities and program operations.
- B. Unallowable Expenses.** County funds paid pursuant to this Agreement shall not be used for expenses of or related to: expenses of a personal nature, political and sectarian activities, lobbying, legal fees, financial investment services, investments, financing costs, bank fees, debt, mortgages, loans, lines of credit, credit cards, interest payments, late fees or other penalties, regulatory fines or penalties, tax fees, penalties, or liens, or for activities prohibited by federal, state or local law, or for any expense(s) not allowable pursuant to the Provider's program budget(s) and corresponding budget justification(s) in Attachment B to this contract and pursuant to the Scope of Services in Attachment A to this contract, as determined at the sole discretion of the County.

- C. **Adverse Actions or Proceeding.** The Provider shall not utilize County funds to retain legal counsel for any action or proceeding against the County or any of its agents, instrumentalities, employees, or officials. The Provider shall not utilize County funds to provide legal representation, advice, or counsel to any client in any action or proceeding against the County or any of its agents, instrumentalities, employees, or officials.
- D. **Religious Purposes.** County funds shall not be used for religious purposes.
- E. **Commingling Funds.** The Provider shall not commingle funds provided under this Agreement with funds used for purposes other than those listed under Article 19, Section A above.
- F. **Program Income and Fundraising.** The Provider shall track, record, and disclose to OMB-GC on a monthly basis any program income or fundraising collections from, or related to the program(s) funded under this agreement. The Provider shall use such program income or fundraising collections to cover expenses for the County funded program(s). The Provider's audits shall contain a Program Income Schedule, if program income or fundraising collections are accrued, detailing program income and fundraising collections realized under this Agreement and copies of said schedule will be provided to the County.

ARTICLE 20. REQUIRED DOCUMENTS, RECORDS, REPORTS, AUDITS, MONITORING, REVIEW, REPORT CARDS, AND TRAINING

A. **Certificate of Corporate Status.** The Provider must submit to the OMB-GC, within thirty (30) days from the date of execution of this Agreement, a certificate of corporate status in the name of the Provider, which certifies the following: that the Provider is organized under the laws of the State of Florida; that all fees and penalties have been paid; that the Providers most recent annual report has been filed; that its status is active; and that the Provider has not filed Articles of Dissolution.

B. **Board of Director Requirements.** The Provider shall ensure that the Provider's Board of Directors is apprised of the programmatic, fiscal, and administrative obligations under this agreement funded through County Funds by passage of a formal resolution authorizing execution of this Agreement with the County. A current list of the Provider's Board of Directors and officers must be included with the submission. Said resolution shall at a minimum list the name(s) of the Board's President, Vice President and any other persons authorized to execute this Agreement on behalf of the Provider, and reference the program(s) and dollar amounts in the award, as may be amended. A copy of this corporate resolution must be submitted to the County prior to contract execution. Through the official signed minutes of its Board meetings, the provider must also maintain proof that it has been sharing the results of all County monitoring reports with its Board.

Additionally, the Provider will furnish the County with copies of the minutes of those Board meetings (where a properly constituted quorum was achieved). In order to meet Board meeting requirements a quorum must be achieved. The Provider will furnish the County with a current listing of the members of the agency's Board that includes the title, place of employment, and contact information, including home and e-mail addresses, for each Board member.

C. **Proof of Tax Status.** The Provider is required to submit to the County the following documentation: (a) The I.R.S. tax exempt status determination letter; (b) the most recent I.R.S. Form 990 or I.R.S. Form 990-N; (c) the annual submission of I.R.S. Form 990 or I.R.S. Form 990-N within (6) months after the Provider's fiscal year end; (d) IRS Form 941 - Quarterly Federal Tax Returns within thirty-five (35) days after the quarter ends and if the Form 941 or RT-6 reflects a tax liability, proof of payment must be submitted within forty-five (45) days after the quarter ends.

D. **Business Application.** The Provider shall be a registered vendor with the County's Department of Procurement Management, for the duration of this Agreement. It is the responsibility of the Provider to file the appropriate Vendor Application and to update the Application file for any changes for the duration of this Agreement, including any option years.

E. **Accounting Records.** The Provider shall institute internal fiscal controls and shall keep books and accounting records which conform to the Generally Accepted Accounting Principles (GAAP) in the United States, and identify the County funds and the related expenditures, and income. All such records will be retained by the Provider for not less than five (5) years beyond the term of this Agreement, and shall be made available for review upon request from County authorized personnel. The Provider shall reconcile its bank statements within a month after they become available from the bank as attested by the dates, and the signatures or initials of the staff preparing, reviewing, and approving the monthly bank reconciliations. The Provider's checks shall be signed by two authorized check signors as required by the Miami-Dade Administrative Order 3-15.

F. **Financial Audit.** If the Provider has or is required to have an annual certified public accountants opinion and related financial statements, the Provider agrees to provide these documents and any management letter and related responses to the OMB-GC within the earlier of thirty (30) calendar days after receipt of the auditor's report or nine (9) months after the end of the Provider's fiscal year, for each year during which this Agreement remains in force or until all funds received pursuant to this Agreement have been so audited, whichever is later. In the event that the documents provided under this section contain deficiencies or other matters of concern, the Provider shall provide to the County for review additional documentation to address the County's concerns. Failure to address concerns pursuant to this section to the County's satisfaction shall be a breach of this contract. What constitutes a deficiency and/or matter of concern shall be determined in the County's sole discretion. Failure to address concerns pursuant to this section to the County's satisfaction shall be a breach of this contract.

G. **Access to Records: Audit.** The County reserves the right to require the Provider to submit to an audit by an auditor of the County's choosing or approval and to review any independent audit performed on the Provider for reasons of compliance with funding requirements of any other governmental agency or financial institution. The Provider shall provide access to all of its records which relate to this Agreement at its place of business during regular business hours. The Provider agrees to provide such assistance as may be necessary to facilitate their review or audit by the County to ensure compliance with applicable accounting and financial standards.

H. **Quarterly Reviews of Expenditures and Records.** The County Commission Auditor may perform quarterly reviews of Provider expenditures and records. Subsequent payments to the provider shall be subject to a satisfactory review of Provider records and expenditures by the County Commission Auditor, including but not limited to, review of

supporting documentation for expenditures and the existence of sufficient documentation to support eligible expenditures. The Provider agrees to reimburse the County for ineligible expenditures as determined by the County Commission Auditor.

I. **Quality Assurance / Recordkeeping.** The Provider shall maintain, and shall require that the Provider's subcontractors and suppliers maintain complete and accurate program and fiscal records to substantiate compliance with the requirements set forth in the Attachment A, Scope of Services, of this Agreement. The Provider and its subcontractors and suppliers, shall retain such records, and all other documents relevant to the Services furnished under this Agreement for a period of five (5) years from the expiration date of this Agreement.

The Provider agrees to participate in evaluation studies, quality management activities, Corrective Action Plan activities, and analyses carried out by or on behalf of the County to evaluate the effectiveness of client service(s) or the appropriateness and quality of care/service delivery. Accordingly, the Provider shall permit authorized staff involved in such efforts the right of access to the Provider's premises and records.

J. **Confidentiality Requirements.** The Provider shall establish and implement policies and procedures that ensure compliance with the following security standards and any and all applicable State and Federal statutes and regulations for the protection of confidential client records and electronic exchange of confidential information. "Confidential" shall be used in this section to describe information that is confidential under applicable law. The policies and procedures must ensure that:

- (1) There is a controlled and secure area for storing and maintaining active confidential information and files, including but not limited to medical records;
- (2) Confidential records are not removed from the Provider's premises, unless otherwise authorized by law or upon written consent from the County;
- (3) Access to confidential information is restricted to authorized personnel of the Provider, the County, and/or the United States Office of the Inspector General;
- (4) Records are not left unattended in areas accessible to unauthorized individuals;
- (5) Access to electronic data is controlled;
- (6) Written authorization, signed by the client, is obtained for release of copies of client records and/or information. Original documents must remain on file at the originating provider site;
- (7) An orientation is provided to new staff persons, employees, and volunteers. All employees and volunteers must sign a confidentiality pledge, acknowledging their awareness and understanding of confidentiality laws, regulations, and policies;

- (8) Procedures are developed and implemented that address client chart and medical record identification, filing methods, storage, retrieval, organization and maintenance, access and security, confidentiality, retention, release of information, copying, and faxing.

K. Progress Reports. The Provider shall furnish the OMB-GC with monthly progress/performance reports in accordance with the activities and goals detailed in Attachments A and F of this Agreement. The reports shall explain the Provider's progress for the month and, in the event that its activities are seasonal, must clearly indicate when specific services and related expenditures will occur. The data should be quantified when appropriate. A corrective action plan must accompany all progress reports that indicate that the Provider is not meeting its expected service goals or expected performance levels. The final progress report shall be due no later than thirty (30) days after the expiration or termination of this Agreement.

L. Client Records. The Provider shall maintain a separate individual client file for each client/family served, where appropriate. This client file shall include all pertinent information regarding case activity. At a minimum, the client file shall contain referral and intake information, treatment plans, and case notes documenting the dates services were provided and the type of service provided. These client files shall be subject to the audit, monitoring and inspection requirements under Article 19, Sections G, H, I, J, K, L, and M and any other relevant provisions of this Agreement.

M. Monitoring: Management Evaluation and Performance Review. The Provider agrees to permit County authorized personnel to monitor, review, and evaluate the program/work which is the subject of this Agreement.

The OMB-GC will also have the right to inspect original documentation regarding administrative, fiscal, and programmatic matters and may retain copies of that documentation for verification purposes. Documentation includes but is not limited to employee time records that document work hours spent on direct and indirect duties within the County funded program(s), and documentation to show consistency and adherence in implementing the County funded (program(s) in accordance with the line item budget and budget justification narrative pursuant to Attachment "B" of this agreement.

The OMB-GC shall monitor fiscal, administrative, and programmatic compliance with all the terms and conditions of the Agreement. The Provider shall permit the OMB-GC to conduct site visits, client assessment surveys, and other techniques deemed reasonably necessary to fulfill the monitoring function. A report of the OMB-GC's findings will be delivered to the Provider and the Provider will rectify all deficiencies cited within the period of time specified in the report. If such deficiencies are not corrected within the specified time frame, the County may suspend payments or terminate this Agreement. The OMB-GC may conduct one or more formal management evaluation and performance reviews of the Provider. Continuation of this Agreement or future funding is dependent upon satisfactory follow up on any corrective action deemed necessary by OMB-GC on the part of the Provider.

Provider agrees the County Mayor or Mayor's designee may make unannounced, on-site visits during normal working hours to the Provider's headquarters and/or any location or site where the services contracted for are performed.

If the County suspends or stops payment to Provider after advising Provider of concerns arising from Provider's performance, Provider's management of County-funded or County-partially funded programs, or Provider's compliance with any of the terms of this Agreement, and if the Provider continues to provide services pursuant to this Agreement, the Provider shall do so at its own risk. The Provider understands and agrees that Provider may not be reimbursed or may not receive further payments under this Agreement in the event the County suspends or stops payment to Provider as described in this paragraph.

N. **Required Training.** The County reserves the right to require the Provider to attend mandatory training at any time. The County shall notify the Provider in writing of any such required trainings.

O. **Report Cards.** In accordance with Resolution No. R-142-15, OMB-GC will issue a Community Based Organization (CBO) Report Card every six (6) months, or as otherwise may be required at the County's sole discretion, to track the Provider's status and progress. Ratings will be applied to the areas of Outcomes and Administration/Contract Compliance and specific assessments will include a three (3) tiered scale of:

- (a) Green - "Meeting Goals/Compliant"
- (b) Yellow - "Caution"
- (c) Red - "Concern"

Ratings for Outcomes:

Ratings for Outcomes will be based on monthly progress reports and sample testing by OMB-GC of the Provider's records and applied to the Primary Workload Measure and the Primary Performance Indicator, as identified and described in the Scope of Services Attachment A, as follows:

- (a) Green - On track to reach 100% of stated goal
- (b) Yellow - On track to reach 85-99% of stated goal
- (c) Red - On track to reach less than 85% of stated goal

Ratings for Administration/Contract Compliance:

Ratings for Administration/Contract Compliance will be based on the annual written monitoring site visit report issued by OMB-GC and the corrective action plan submitted by the Provider and approved by the County.

At the start of the contract period, ratings will be assigned as follows:

- (a) Green - Contract executed
- (b) Yellow - Provider in good standing but contract not executed
- (c) Red - Prior year contract closeout not complete

After due diligence is conducted, the contract is executed, and the annual written monitoring site visit report has been issued, ratings will be assigned as follows:

- (a) Green - Five (5) or fewer findings
- (b) Yellow - More than five (5) findings
- (c) Red - Contract or payment suspended

The County may, at its sole discretion, terminate and/or suspend the contract and/or suspend

payment at any time due to any single instance of, or to any number of, serious or significant finding(s) or issue(s) including but not limited to:

- (a) Lack of fiscal documentation
- (b) Lack of client records or program documentation
- (c) Health or safety concerns
- (d) Required background checks or licenses not completed or current
- (e) Monies owed to the IRS or another government entity without an approved repayment plan
- (f) Lack of or a lapse in required insurance
- (g) Repeat finding(s) from a prior year

Seriousness and significance of findings and issues shall be determined at the County's sole discretion.

Once a corrective action plan is submitted by the Provider and approved by the County, a rating of yellow may be changed to green, at the County's sole discretion, and a rating of red may be changed to yellow, at the County's sole discretion. A rating of red will not be changed directly to green at any time during the contract period.

The Provider will be notified in writing of proposed rating(s) and will have no more than ten (10) days from the date of the notice to submit a brief response to OMB-GC that will be attached to the final CBO Report Card. There is no appeals process for individual ratings or the CBO Report Card.

P. Disaster Plan/Continuity of Operations Plan (COOP). The Provider shall develop and maintain an Agency Disaster Plan/COOP. At a minimum, the Plan will describe how the Provider establishes and maintains an effective response to emergencies and disasters, and must comply with any Emergency Management related Florida Statutes applicable to the Provider. The Disaster Plan/COOP must be submitted to the OMB-GC no later than thirty (30) days after the execution of this agreement and is also subject to review and approval of the County in its sole discretion. The Provider will review the Plan annually, revise it as needed, and maintain a written copy on file at the Provider's site.

Q. Public Records. Pursuant to Section 119.0701 of the Florida Statutes, if the Provider meets the definition of "Contractor" as defined in Section 119.0701(1)(a), the Provider shall:

(1) Keep and maintain public records that ordinarily and necessarily would be required by the COUNTY in order to perform the service;

(2) Upon request from the COUNTY'S custodian of public records identified herein, provide the COUNTY with a copy of the requested records or allow the public with access to the public records on the same terms and conditions that the COUNTY would provide the records and at a cost that does not exceed the cost provided in the Florida Public Records Act, Miami-Dade County Administrative Order No. 4-48, or as otherwise provided by law;

(3) Ensure that public records that are exempt or confidential and exempt from public records disclosure requirements are not disclosed except as authorized by

law for the duration of this Agreement's term and following completion of the services under this Agreement if the PROVIDER does not transfer the records to the COUNTY; and

(4) Meet all requirements for retaining public records and transfer to the COUNTY, at no COUNTY cost, all public records created, received, maintained and/or directly related to the performance of this Agreement that are in possession of the PROVIDER upon termination of this Agreement. Upon termination of this Agreement, the PROVIDER shall destroy any duplicate public records that are exempt or confidential and exempt from public records disclosure requirements. All records stored electronically must be provided to the COUNTY in a format that is compatible with the information technology systems of the COUNTY.

For purposes of this Article, the term "public records" shall mean all documents, papers, letters, maps, books, tapes, photographs, films, sound recordings, data processing software, or other material, regardless of the physical form, characteristics, or means of transmission, made or received pursuant to law or ordinance or in connection with the transaction of official business of the COUNTY.

Provider's failure to comply with the public records disclosure requirement set forth in Section 119.0701 of the Florida Statutes shall be a breach of this Agreement.

In the event the Provider does not comply with the public records disclosure requirement set forth in Section 119.0701 of the Florida Statutes, the County may, at the County's sole discretion, avail itself of any of the remedies for breach set forth under this Agreement or available at law or equity.

**IF THE PROVIDER HAS QUESTIONS REGARDING THE
APPLICATION OF CHAPTER 119, FLORIDA STATUTES, TO THE
PROVIDER'S DUTY TO PROVIDE PUBLIC RECORDS RELATING TO
THIS CONTRACT, CONTACT THE COUNTY'S CUSTODIAN OF
PUBLIC RECORDS AT:**

Miami-Dade County
Office of Management and Budget-Grants Coordination
111 N.W. 1st Street, 22nd Floor
Miami, Florida 33128
Attention: Carolina Acosta
Email: carolina.acosta@miamidade.gov

ARTICLE 21. Audits and Internal Reviews by the Office of Management and Budget, Office of Miami-Dade County Inspector General and the Commission Auditor

The Provider understands that it may be subject to an audit, random or otherwise, by the Office of the Miami-Dade County Inspector General or an Independent Private Sector Inspector General retained by the Office of the Inspector General, or the County Commission Auditor. The Provider may also be subject to an internal review, random or otherwise, by the OMB-GC.

Office of the Inspector General. The attention of the Provider is hereby directed to the requirements of Miami-Dade County Code Section 2-1076; in that the Office of the Miami-Dade County Inspector General (IG) shall have the authority and power to review past, present and proposed County programs, accounts, records, contracts and transactions. The IG shall have the power to subpoena witnesses, administer oaths and require the production of records. Upon ten (10) days written notice to the Provider from IG, the Provider shall make all requested records and documents available to the IG for inspection and copying.

The IG shall have the power to report and/or recommend to the Board of County Commissioners whether a particular project, program, contract or transaction is or was necessary and, if deemed necessary, whether the method used for implementing the project or program is or was efficient both financially and operationally. Monitoring of an existing project or program may include reporting whether the project is on time, within budget and in conformity with plans, specifications, and applicable law. The IG shall have the power to analyze the need for, and reasonableness of, proposed change orders.

The IG may, on a random basis, perform audits on all County contracts throughout the duration of said contract (hereinafter "random audits"). This random audit is separate and distinct from any other audit by the County. Grant recipients are exempt from paying the cost of the audit which is normally $\frac{1}{4}$ of 1% of the total contract amount.

The IG shall have the power to audit, investigate, monitor, oversee, inspect, and review the operations, activities and performance and procurement process including, but not limited to, project design, establishment of bid specifications, bid submittals, activities of the contractor, its officers, agents and employees, lobbyists, County staff and elected officials in order to ensure compliance with contract specifications and detect corruption and fraud.

The IG is authorized to investigate any alleged violation by a Provider of its Code of Business Ethics, pursuant to Miami-Dade County Code Section 2-8.1.

The provisions in this section shall apply to the Provider, its contractors and their respective officers, agents, and employees. The Provider shall incorporate the provisions in this section in all contracts and all other agreements executed by its contractors in connection with the performance of this agreement. Any rights that the County has under this Section shall not be the basis for any liability to accrue to the County from the Provider, its contractors, or third parties for such monitoring or investigation of for the failure to have conducted such monitoring or investigation and the County shall have no obligation to exercise any of its rights for the benefit of the Provider, its contractors or third parties.

Nothing in this Agreement shall impair any independent right of the County to conduct audit or investigative activities. The provisions of this section are neither intended nor shall they be construed to impose any liability on the County by the Provider or third parties.

ARTICLE 22. SUBCONTRACTORS, LEASE AGREEMENTS, AND ASSIGNMENTS

A. **Subcontracts.** The parties agree that no assignment, subcontract, or lease agreement will be made or let in connection with this Agreement without the prior written approval of the OMB-GC in its sole discretion, which shall not be unreasonably withheld, and that all subcontractors, lessors, or assignees shall be governed by all of the terms and conditions of this Agreement. The Provider will obtain three quotes for all proposed subcontracts or lease agreements partially or fully funded by the County, valued at \$1,000 and above, and maintain documentation of all three (3) quotes on file.

- 1) If the Provider will cause any part of this Agreement to be performed by a Subcontractor, the provisions of this Agreement will apply to such Subcontractor and its officers, agents and employees in all respects as if it and they were employees of the Provider; and the Provider will not be in any manner thereby discharged from its obligations and liabilities hereunder, but will be liable hereunder for all acts and negligence of the Subcontractor, its officers, agents, and employees, as if they were employees of the Provider. The services performed by the Subcontractor will be subject to the provisions hereof as if performed directly by the Provider.
- 2) The Provider, before making any subcontract for any portion of the services, will state in writing to the County the name of the proposed Subcontractor, the portion of the Services which the Subcontractor is to perform, the place of business of such Subcontractor, and such other information as the County may require. The County will have the right to require the Provider not to award any subcontract to a person, firm, or corporation disapproved by the County in its sole discretion.
- 3) Before entering into any subcontract or lease agreement hereunder, the Provider will inform the Subcontractor or lessor fully and completely of all provisions and requirements of this Agreement relating either directly or indirectly to the Services to be performed. Such Services performed by such Subcontractor will strictly comply with the requirements of this Agreement.
- 4) In order to qualify as a Subcontractor satisfactory to the County in its sole discretion, in addition to the other requirements herein provided, the Subcontractor must be prepared to prove to the satisfaction of the County that it has the necessary facilities, skill and experience, and ample financial resources to perform the Services in a satisfactory manner. To be considered skilled and experienced, the Subcontractor must show to the satisfaction of the County in its sole discretion that it has satisfactorily performed services of the same general type which is required to be performed under this Agreement.
- 5) The County shall have the right to withdraw its consent to a subcontract if it appears to the County that the subcontract will delay, prevent, or otherwise impair the performance of the Contractor's obligations under

this Agreement. All Subcontractors are required to protect the confidentiality of the County's and County's proprietary and confidential information. Provider shall furnish to the County copies of all subcontracts between Provider and Subcontractors and suppliers hereunder. Within each such subcontract, there shall be a clause for the benefit of the County permitting the County to request completion of performance by the Subcontractor of its obligations under the subcontract, in the event the County finds the Contractor in breach of its obligations, the option to pay the Subcontractor directly for the performance by such subcontractor. Notwithstanding, the foregoing shall neither convey nor imply any obligation or liability on the part of the County to any subcontractor.

B. If this Agreement involves the expenditure of \$100,000 or more by the County and the Provider intends to use subcontractors to provide the services listed in the Scope of Service (Attachment A) or suppliers to supply the materials, the Provider shall provide the names of the subcontractors and suppliers on the form attached as Attachment I. Provider agrees that it will not change or substitute subcontractors or suppliers from those listed in Attachment I without prior written approval of the County.

C. **Prompt Payments to Subcontractors.** The Provider shall issue prompt payments to subcontractors that are small businesses (annual gross sales of \$750,000 or less with its principal place of business in Miami-Dade County) and shall have a dispute resolution procedure in place to address disputed payments. Pursuant to the County's Sherman S. Winn Prompt Payment Ordinance (Ordinance 94-40), Section 2-8.1.4 of the Code of Miami-Dade County, Administrative Order No. 3-19, and the Florida Prompt Payment Act, payments must be made within thirty (30) days of receipt of a proper invoice. Failure to issue prompt payments to small business subcontractors or adhere to dispute resolution procedures may be grounds for suspension or termination of this Agreement or debarment.

ARTICLE 23. Purchases

The Provider will obtain three (3) quotes for all purchases partially or fully funded by the County and valued at \$1,000 or above, and maintain documentation of all three (3) quotes on file.

ARTICLE 24. LOCAL, STATE, AND FEDERAL COMPLIANCE REQUIREMENTS

Provider agrees to comply, in accordance with applicable professional standards, with the provisions of any and all applicable Federal, State, and the County orders, statutes, ordinances, the rules and regulations which may pertain to the Services required under this Agreement, including but not limited to:

- a) Miami-Dade County Florida, Department of Business Development Participation Provisions, as applicable to this Agreement.
- b) Miami-Dade County Code, Chapter 11A, Article 3. All Providers and subcontractors performing work in connection with this Agreement shall provide equal opportunity for employment and services without regard to race, creed, religion, color, sex, familial status, marital status, sexual orientation, gender

identity, pregnancy, age, ancestry, national origin, disability or source of income. The aforesaid provision shall include, but not be limited to, the following: employment, upgrading, demotion or transfer, recruitment advertising; layoff or termination; rates of pay or other forms of compensation; and selection for training, including apprenticeship. The Provider agrees to post in a conspicuous place available for employees and applicants for employment, such notices as may be required by the Dade County Equal Opportunity Board or other authority having jurisdiction.

- c) "Conflicts of Interest" Section 2-11 of the Code of Miami-Dade County, and Ordinance 01-199, as well as the Miami-Dade County False Claims Ordinance.
- d) Miami-Dade County Code Section 10-38 "Debarment".
- e) Miami-Dade County Ordinance 99-5, codified at 11A-60 et. seq. Code of Miami-Dade County pertaining to complying with the County's Domestic Leave Ordinance. Failure to comply with this local law may be grounds for voiding or terminating this Agreement or for commencement of debarment proceedings against Provider.
- f) Part III, Ch. 2, Art. 1 and Ch. 11A of the Miami-Dade County Code, and any payment and performance bond requirements if applicable under the Florida Statutes and F.A.R. 52.222 if applicable.
- g) Miami-Dade County Ordinance 99-152, prohibiting the presentation, maintenance, or prosecution of false or fraudulent claims against Miami-Dade County.
- h) Provider shall also develop and implement a written Code of Business Ethics and Conduct that will consist of a training program and an internal control system that:
 - a. Are suitable to the size of the Provider and extent of its involvement in government contracting,
 - b. Facilitate timely discovery and disclosure of improper conduct in connection with government contracts, and
 - c. Ensure corrective measures are promptly instituted and carried out.

Notwithstanding any other provision of this Agreement, Provider shall not be required pursuant to this Agreement to take any action or abstain from taking any action if such action or abstention would, in the good faith determination of the Provider, constitute a violation of any law or regulation to which Provider is subject, including but not limited to laws and regulations requiring that Provider conduct its operations in a safe and sound manner.

ARTICLE 25. MISCELLANEOUS

A. **Publicity.** It is understood and agreed between the parties hereto that this Provider is funded by Miami-Dade County. Further, by the acceptance of these funds, the Provider agrees that events funded by this Agreement shall recognize and adequately reference the County as a funding source. The Provider shall ensure that all publicity, public relations,

advertisements and signs recognizes and references the County for the support of all contracted activities. This is to include, but is not limited to, all posted signs, pamphlets, wall plaques, cornerstones, dedications, notices, flyers, brochures, news releases, media packages, promotions, and stationery. The use of the official County logo is permissible for the publicity purposes stated herein. Provider shall submit sample or mockup of such publicity or materials to the County for review and approval. The Provider shall ensure that all media representatives, when inquiring about the activities funded by this contract, are informed that the County is its funding source.

B. Governing Law and Venue. This Agreement is made in the State of Florida and shall be governed according to the laws of the State of Florida. Venue for this Agreement shall be Miami-Dade County, Florida.

C. Modifications. Any alterations, variations, modifications, extensions, or waivers of provisions of this Agreement including, but not limited to, amount payable and effective term shall only be valid when they have been reduced to writing, duly approved and signed by both parties and attached to the original of this Agreement.

The County and Provider mutually agree that modification of the Scope of Service, schedule of payments, billing and cash payment procedures, set forth herein and other such revisions may be made as a written amendment to this Agreement executed by both the parties.

The Mayor or the Mayor's designee is authorized to make modifications to this Agreement as described herein on behalf of the County.

The Office of the Inspector General shall have the power to analyze the need for, and the reasonableness of proposed modifications to this Agreement.

D. Counterparts. This Agreement is executed in three (3) counterparts, and each counterpart shall constitute an original of this Agreement.

E. Headings, Use of Singular and Gender. Paragraph headings are for convenience only and are not intended to expand or restrict the scope or substance of the provisions of this Agreement. Wherever used herein, the singular shall include the plural and plural shall include the singular, and pronouns shall be read as masculine, feminine, or neuter as the context requires.

F. Pre-condition to County's Execution of this Agreement. The Provider acknowledges that prior to the County Mayor or Mayor's designee executing this Agreement, the OMB-GC shall engage in a due diligence effort and review ("the Due Diligence Effort and Review") which includes but is not limited to researching background information on the Provider, ensuring the Provider is not in non-compliance with other county contracts, and reviewing the Provider's scope of services, budget, affidavits, responses to affidavits and any other proposed or required attachments to this Agreement. If the County through the OMB-GC in consultation with the County Mayor or Mayor's designee is concerned regarding findings of the Due Diligence Effort and Review, the County Mayor or Mayor's designee shall present findings of the Due Diligence Effort and Review to the Board of Miami-Dade County Commissioners with the County Mayor or Mayor's designee's recommendation as to how to proceed, and the Board of Miami-Dade County Commissioners shall then direct the County Mayor or Mayor's designee whether or not to execute this Agreement with Provider by taking action on the recommendation. All services undertaken by the Provider before the County's execution of this Agreement shall be at the Provider's risk and

expense.

G. **No Third Parties.** The parties expressly agree there are no intended or unintended third party beneficiaries to this Agreement.

H. **Sovereign Immunity.** Nothing in this contract shall be considered a waiver of sovereign immunity.

I. **Review of this Agreement.** Each party hereto represents and warrants that they have consulted with their own attorney concerning and participated in the drafting of each of the terms contained in this Agreement. No inference, assumption, or presumption shall be drawn from the fact that one party or its attorney prepared this Agreement. It shall be conclusively presumed that each party participated in the preparation and drafting of this Agreement.

J. **Totality of Agreement / Severability of Provisions.** This Agreement and Attachments, with it recitals on the first page of the Agreement and with its attachments as referenced below contain all the terms and conditions agreed upon by the parties:

- Attachment A: Scope of Services
- Attachments B and B-1: Line Item Budget and Budget Justification and Sources and Uses
- Attachment B-2: Agency-Wide Budget
- Attachment C: Collusion Affidavit
- Attachment D: Due Diligence Affidavit
- Attachment D-1: Background Screening Affidavit
- Attachment E: State Public Entities Crime Affidavit
- Attachment F: Monthly Payment Request
- Attachment G: Monthly Progress Report
- Attachment H: Quarterly Actual Expenditure Report
- Attachment I: Final Contract Year-End Closeout Report
- Attachment J: List of Subcontractors and Suppliers (*NOTE: Attachment J must be completed and included with this Agreement only if the accompanying contract award totals \$100,000 or more.*)
- Attachment K: Authorized Signature Form

No other Agreement, oral or otherwise, regarding the subject matter of this Agreement shall be deemed to exist or bind any of the parties hereto. If any provision of this Agreement is held invalid or void, the remainder of this Agreement shall not be affected thereby if such remainder would then continue to conform to the terms and requirements of applicable law and ordinance.

SIGNATURES APPEAR ON THE FOLLOWING PAGE

IN WITNESS WHEREOF, the parties have executed this Agreement effective as of the contract date herein above set forth.

**[ENTER FULL LEGAL NAME OF AGENCY
IN BOLD CAPS; LINE UP WITH BOXES AT
RIGHT]**

By: _____
Name: _____
Title: _____
Date: _____

Attest: _____
Authorized Person OR
Notary Public

Print Name: _____
Title: _____

Corporate Seal OR Notary Seal/Stamp:

MIAMI-DADE COUNTY

By: _____
Name: _____
Title: County Mayor or Mayor's
designee
Date: _____

Attest: HARVEY RUVIN, Clerk
Board of County Commissioners

By: _____
Print Name: _____