

Date: December 16, 2014

To: Honorable Chairwoman Rebeca Sosa  
and Members, Board of County Commissioners

Agenda Item No. 3(B)(1)

From: Carlos A. Gimenez  
Mayor

Subject: Resolution approving the Grant Application to Florida Department of  
Agriculture and Consumer Services for USDA Specialty Crop Block Grant  
Program

Resolution No. R-1101-14

**Recommendation**

It is recommended that the Board of County Commissioners (Board) ratify the Mayor or Mayor's designee's action in applying for United States Department of Agriculture (USDA) Specialty Crop Block Grant Program funds from the Florida Department of Agriculture and Consumer Services (FDACS) in the amount of \$105,333.33. It is further recommended that the Board authorize the Mayor or the Mayor's designee to receive and expend grant funds, and to provide documentation as required by program guidelines. It is also recommended that the Board authorize the Mayor or the Mayor's designee to apply for, receive, and expend additional funds that may become available during the term of the grant so long as no County funds are required as a match; to file and execute any amendments to the application for and on behalf of the County.

**Scope**

The scope is countywide.

**Fiscal Impact/Funding Source**

The project is included in the FDACS's state plan of projects to be funded, contingent on USDA review and approval. If funded, this grant will provide a two-year grant award in an amount up to \$105,333.33. The grant will provide funding of approximately \$80,000 for marketing and up to \$25,333.33 for staff costs. No match is required other than the staff time of the Agricultural Manager and current budgeted staff of the Parks, Recreation, and Open Spaces Department.

**Track Record/Monitor**

This program is monitored by Charles LaPradd, Agricultural Manager of the Department of Regulatory and Economic Resources, with assistance from the Parks, Recreation, and Open Spaces Department.

**Background**

The purpose of the Specialty Crop Block Grant Program is to promote the consumption of specialty crops and improve the viability of specialty crop growers. Specialty crops are defined by the USDA as fruits and vegetables, tree nuts, dried fruits and horticulture and nursery crops, including floriculture. All of the non-animal crops grown in Miami-Dade County are specialty crops, making Miami-Dade one of the largest specialty crop producing counties in the country.

This grant proposes to create farmer's market space in certain County parks to showcase local specialty crops while capitalizing on park's programs such as *Fit to Play*, which will benefit specialty crop producer/vendors and residents alike. This project will strengthen partnerships amongst various Miami-Dade County departments and their existing community programs. Project goals are to:

- Educate the public on the importance of nutrition through the consumption of specialty crops
- Provide incentives to residents to procure and eat healthy, locally produced, specialty crops
- Provide specialty crop producers/vendors convenient access to educated consumers by establishing farmers markets and County parks

The scope of work, to be implemented by the Agricultural Manager, will enhance competitiveness of specialty crops grown in Miami-Dade County by achieving the following outcomes: (1) improving public access to healthy, locally grown foods; (2) increasing overall market viability of the local specialty crop farming industry; (3) increasing demand for local specialty crops; and (4) improving overall community health.



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Deputy Mayor



# MEMORANDUM

(Revised)

**TO:** Honorable Chairwoman Rebeca Sosa  
and Members, Board of County Commissioners

**DATE:** December 16, 2014

**FROM:**   
R. A. Cuevas, Jr.  
County Attorney

**SUBJECT:** Agenda Item No. 3(B)(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
- 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. 3(B)(1)  
12-16-14

RESOLUTION NO. R-1101-14

RESOLUTION RATIFYING THE ACTION OF MAYOR OR MAYOR'S DESIGNEE IN APPLYING FOR UNITED STATES DEPARTMENT OF AGRICULTURE SPECIALTY CROP BLOCK GRANT PROGRAM FUNDS IN THE AMOUNT OF \$105,333.33; AUTHORIZING THE MAYOR OR MAYOR'S DESIGNEE TO RECEIVE AND EXPEND GRANT FUNDS; APPLY FOR, RECEIVE, AND EXPEND ADDITIONAL FUNDS SO LONG AS NO COUNTY FUNDS ARE REQUIRED AS A MATCH; EXECUTE THE ATTACHED CONTRACTUAL SERVICES AGREEMENT WITH THE FLORIDA DEPARTMENT OF AGRICULTURE AND CONSUMER SERVICES; AND EXERCISE TERMINATION, RENEWAL, AND OTHER PROVISIONS OF THE AGREEMENT

**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 ratifies the action of the Mayor or Mayor's designee in applying for United States Department of Agriculture Specialty Crop Block Grant Program funds in the amount of \$105,333.33; and authorizes the Mayor or Mayor's designee to: (1) receive and expend grant funds; (2) apply for, receive, and expend additional grant funds that may become available during the current fiscal year funding cycle so long as no County funds are required as a match; (3) execute the attached Contractual Services Agreement with the Florida Department of Agriculture and Consumer Services, in substantially the form attached, following review by the County Attorney's Office; and (4) exercise termination, renewal, and other provisions of the agreement.

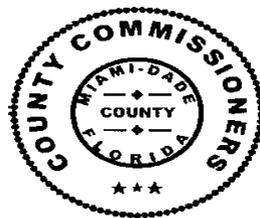
The foregoing resolution was offered by Commissioner **Esteban L. Bovo, Jr.**,  
who moved its adoption. The motion was seconded by Commissioner **Xavier L. Suarez**  
and upon being put to a vote, the vote was as follows:

	Rebeca Sosa, Chairwoman	<b>aye</b>	
Bruno A. Barreiro	<b>aye</b>	Esteban L. Bovo, Jr.	<b>aye</b>
Daniella Levine Cava	<b>aye</b>	Jose "Pepe" Diaz	<b>aye</b>
Audrey M. Edmonson	<b>aye</b>	Sally A. Heyman	<b>aye</b>
Barbara J. Jordan	<b>aye</b>	Jean Monestime	<b>aye</b>
Dennis C. Moss	<b>aye</b>	Sen. Javier D. Souto	<b>absent</b>
Xavier L. Suarez	<b>aye</b>	Juan C. Zapata	<b>aye</b>

The Chairperson thereupon declared the resolution duly passed and adopted this 16<sup>th</sup> day of December 2014. 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: **Christopher Agrippa**  
Deputy Clerk

Approved by County Attorney as  
to form and legal sufficiency.

Jorge Martinez-Esteve



ADAM H. PUTNAM  
COMMISSIONER

FDACS CONTRACT #

Florida Department of Agriculture and Consumer Services 021736  
Division of Administration

## CONTRACTUAL SERVICES AGREEMENT

This AGREEMENT, made and entered into this \_\_\_\_ day of \_\_\_\_\_, by and between the DEPARTMENT OF AGRICULTURE AND CONSUMER SERVICES, State of Florida, the DEPARTMENT, and Miami-Dade County, the CONTRACTOR.

CONTRACT PERIOD: Upon execution through February 28, 2017.

The CONTRACTOR agrees to provide the following services including the tasks required to be performed: Program of work to be performed, approved budget, deliverables, specifications and requirements as provided in the attached document, entitled "Attachment A", hereby incorporated by reference.

The CONTRACTOR must provide the following quantifiable, measureable, and verifiable units of Deliverables (Deliverable) which must be received and accepted in writing by the Contract Manager before payment. These deliverables are directly related to the Scope of Work specifying minimum levels of service to be performed and criteria for evaluating the successful completion of each deliverable.

The CONTRACTOR agrees to provide semi-annual, annual, and final reports that detail the progress of work for the scope of work approved and funded in the 2014 Specialty Crop Block Grant State Plan. The report shall include a detailed narrative on the progress of achieving the deliverables specified in "Attachment A".

An annual report is due each year no later than December 1. In addition to the annual report, a semi-annual report, covering the six month period of January 1 - June 30, is due on or before July 15 of each year. Reporting formats are specified in "Attachment B", hereby incorporated by reference.

A final narrative activity report and fiscal report of grant contract expenditures shall be submitted to the Contract Manager no later than February 28, 2017.

CONTRACTOR acknowledges that the DEPARTMENT or USDA may require additional information and/or clarification on grant

activities after the grant contract period has ended, and agrees to provide such until USDA has accepted the DEPARTMENT's final report for its grant agreement.

CONTRACTOR agrees to comply with applicable requirements listed in the attached "EXHIBIT 1", hereby incorporated by reference.

CONTRACTOR agrees to annually update its Data Universal Numbering System (DUNS) record with Dun and Bradstreet (found at <http://www.dnb.com>), and to provide this number and information to the DEPARTMENT on request. CONTRACTOR further agrees to register and maintain a record in the federal System for Award Management (found at <http://www.sam.gov>).

Any changes to the budget, scope of work, or key personnel must be approved in writing by the Contract Manager.

All funds must enhance the competitiveness of eligible specialty crops, and projects must not solely benefit a particular commercial product or provide a profit to a single organization, institution, or individual.

Special purpose equipment shall be used, managed, and disposed of in accordance with State laws and procedures. If the per unit fair market value is \$5,000.00 or more, then the CONTRACTOR must submit a written request for disposition instructions.

The Catalog of Federal Domestic Assistance (CFDA) number for the Specialty Crop Block Grant Program is 10.170. This agreement is subject to all rules, restrictions, and requirements thereof.

Intellectual property is subject to the following additional provisions:

- A. Anything by whatsoever designation it may be known, that is produced by, or developed in connection with this contract shall become the exclusive property of the DEPARTMENT and may be copyrighted, patented or otherwise restricted as provided by Florida or federal law. Neither the CONTRACTOR nor any individual employed under this contract shall have any proprietary interest in the product.

- B. With respect to each Deliverable that constitutes a work of authorship within the subject matter and scope of U.S. Copyright Law, 17 U.S.C. Sections 102-105, such work shall be a "work for hire" as defined in 17 U.S.C. Section 101 and all copyrights subsisting in such work for hire shall be owned exclusively by the DEPARTMENT.
- C. In the event it is determined as a matter of law that any such work is not a "work for hire," CONTRACTOR shall immediately assign to the DEPARTMENT all copyrights subsisting therein for the consideration set forth in the contract and with no additional compensation.
- D. Notwithstanding anything to the contrary contained above, the United States Department of Agriculture reserves a royalty-free, non-exclusive, and irrevocable license to reproduce, publish, or otherwise use, and to authorize others to use, for Federal Government purposes:
- a. The copyright in any work developed under a grant, subgrant, or contract under a grant or subgrant; and
  - b. Any rights of copyright to which a grantee, subgrantee, or contractor purchases ownership with grant support.
- E. The foregoing shall not apply to any preexisting software, or other work of authorship used by CONTRACTOR to create a Deliverable but which exists as work independent of the Deliverable, unless the preexisting software or work was developed by Contractor pursuant to a previous Contract with the Department or a purchase by the Department under a State Term Contract.

The DEPARTMENT agrees to provide the following services: N/A.

The Department of Management Services' designated United Nations Standard Products and Services Code (UNSPSC) is: 93141905.

The DEPARTMENT will pay the CONTRACTOR in arrears as follows: Total payment not to exceed \$105,333.33. Upon execution, CONTRACTOR may request advance payment of a maximum of three months of expected expenses. Within sixty (60) days after the

advance funds are expended, the CONTRACTOR must provide backup documentation to Contract Manager, which substantiates and justifies the expenditures. The remaining amount will be on a cost-reimbursement basis. The CONTRACTOR shall establish and follow procedures for minimizing the time elapsing between the transfer of grant funds from the DEPARTMENT and disbursement by the CONTRACTOR. Any interest income earned as a result of investing these funds shall either be returned to the DEPARTMENT or be applied against the DEPARTMENT's obligation to pay the contract amount (i.e. the amount due under the contract will be reduced in an amount equal to the interest earned).

Invoices must contain a detailed list of each expense and outstanding balance by budget category. Request for payment and/or invoices must be submitted at least quarterly.

Bills for any authorized travel expenses shall be submitted and paid in accordance with the rates specified in Section 112.061, Florida Statutes, governing payments by the State for travel expenses. Authorization for travel expenses must be specified in the paragraph for payments directly above.

Bills for services shall be submitted to the DEPARTMENT c/o Joshua Johnson (850) 617-7340, [specialtycrop@freshfromflorida.com](mailto:specialtycrop@freshfromflorida.com), Florida Department of Agriculture and Consumer Services - 407 South Calhoun Street, Mayo Building M9, Tallahassee, FL 32399-0800 in detail sufficient for a proper pre-audit and post-audit thereof.

Section 215.422, Florida Statutes, provides that agencies have five (5) working days to inspect and approve goods and services, unless bid specifications or the purchase order specifies otherwise. With the exception of payments to health care providers for hospital, medical, or other health care services, if payment is not available within 40 days, measured from the latter of the date the invoice is received or the goods or services are received, inspected and approved, a separate interest penalty set by the Chief Financial Officer pursuant to Section 55.03, Florida Statutes, will be due and payable in addition to the invoice amount. To obtain the applicable interest rate, please contact the Agency's Fiscal Section at (850) 617-7200 or Purchasing Office at (850) 617-7181.

Payments to health care providers for hospitals, medical or other health care services, shall be made not more than 35 days from the date eligibility for payment is determined, and the daily interest rate is .03333 percent.

Transaction Fee: CONTRACTOR shall be pre-qualified as meeting mandatory requirements and qualifications and shall remit

fees pursuant to section 287.057(22), F.S., and any rules implementing section 287.057, F.S.

Invoices returned to a vendor due to preparation errors will result in a payment delay. Invoice payment requirements do not start until a properly completed invoice is provided to the agency.

A Vendor Ombudsman has been established within the Department of Financial Services. The duties of this individual include acting as an advocate for vendors who may be experiencing problems in obtaining timely payment(s) from a State agency. The Vendor Ombudsman may be contacted at (850) 413-5516 or by calling the Department of Financial Services' Hotline, 1-877-693-5236.

The DEPARTMENT may make partial payments to the CONTRACTOR upon partial delivery of services when a request for such partial payment is made by the CONTRACTOR and approved by the DEPARTMENT.

This contract may be cancelled by either party giving 30 days written notice.

The DEPARTMENT may terminate this contract at any time in the event of the default or failure of the CONTRACTOR to fulfill any of its obligations hereunder. Prior to the exercise of any remedy provided for herein, the DEPARTMENT shall provide thirty (30) calendar days written notice of default and shall provide the CONTRACTOR the opportunity to cure such failure or default within said thirty (30) day period. Upon the failure or inability to cure, the DEPARTMENT shall have all rights and remedies provided at law or in equity, including without limitation the following:

- A. Temporarily withhold cash payments pending correction of the deficiency by the CONTRACTOR.
- B. Disallow all or part of the cost of the services not in compliance.
- C. Wholly or partly suspend or terminate this contract.

The DEPARTMENT shall have the right of unilateral cancellation for refusal by the CONTRACTOR to allow public access to all documents, papers, letters, or other material made or received by the CONTRACTOR in conjunction with the contract, unless the records are exempt from s. 24(a) of Article I of the State Constitution and s. 119.07(1), Florida Statutes.

The CONTRACTOR must:

- A. Keep and maintain public records that ordinarily and necessarily would be required by the DEPARTMENT in order to perform the service.
- B. Provide the public with access to public records on the same terms and conditions that the DEPARTMENT provides the records and at a cost that does not exceed the cost provided by the law.
- C. Ensure that public records that are exempt or confidential and exempt from public records disclosure requirements are not disclosed except as authorized by law.
- D. Meet all requirements for retaining public records and transfer, at no cost, to the DEPARTMENT all public records in possession of the CONTRACTOR upon termination of the contract and 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 DEPARTMENT in a format that is compatible with the information technology systems of the DEPARTMENT.

Extension of a contract for contractual services shall be in writing for a single period only not to exceed six (6) months and shall be subject to the same terms and conditions set forth in the initial contract. There shall be only one extension of a contract unless the failure to meet the criteria set forth in the contract for completion of the contract is due to events beyond the control of the CONTRACTOR. Notwithstanding the foregoing, there shall be no extension of this contract unless the failure to meet the criteria set forth in the contract for completion of the contract is due to events beyond the control of the CONTRACTOR. If initially competitively procured, contracts for contractual services may be renewed on a yearly basis for no more than three (3) years, or for a period no longer than the term of the original contract, whichever period is longer. Renewal of a contract for contractual services shall be in writing and shall be subject to the same terms and conditions set forth in the initial contract. Renewals shall be contingent upon satisfactory performance evaluations by the DEPARTMENT and subject to the availability of funds. Renewal costs may not be charged by the CONTRACTOR. Exceptional purchase contracts (single source and emergency contracts) pursuant to Section 287.057(3), Florida Statutes, may not be renewed.

It is mutually understood and agreed that this contract is:

- A. Subject to the provisions of Section 287.058, Florida Statutes, and the State of Florida's performance and obligation to pay under this contract is contingent upon an annual appropriation by the Legislature as provided in Section 287.0582, Florida Statutes.
- B. Subject to the approval of the State Chief Financial Officer (Department of Financial Services).

It is mutually understood and agreed that if this contract disburses grants and aids appropriations, it is:

Subject to the requirements of Section 216.347, Florida Statutes, a state agency, a water management district, or the judicial branch may not authorize or make any disbursement of grants and aids appropriations pursuant to a contract or grant to any person or organization unless the terms of the grant or contract prohibit the expenditure of funds for the purpose of lobbying the Legislature, the judicial branch, or a state agency.

The following provisions of A through L are not applicable to procurement contracts used to buy goods or services from vendors, but are only applicable to a CONTRACTOR subject to the Florida Single Audit Act.

- A. There are uniform state audit requirements for state financial assistance provided by state agencies to Nonstate entities to carry out state projects in accordance with and subject to requirements of Section 215.97, Florida Statutes (F.S.), which may be applicable to and binding upon Recipient. Nonstate entity means a local governmental entity, nonprofit organization, or for-profit organization that receives state resources. Recipient means a Nonstate entity that receives state financial assistance directly from a state awarding agency.
- B. In the event that the Recipient expends a total amount of state financial assistance equal to or in excess of \$500,000 in any fiscal year of such Recipient, the Recipient must have a state single or project-specific audit for such fiscal year in accordance with Section 215.97, Florida Statutes; applicable rules of the Department of Financial Services; and Chapters 10.550 (local governmental entities) or 10.650 (nonprofit and for-profit organizations), Rules of the

Auditor General. Exhibit 1 to this agreement indicates state financial assistance awarded through this Department resource by this agreement. In determining the state financial assistance expended in its fiscal year, the Recipient shall consider all sources of state financial assistance, including state financial assistance received from this Department resource, other state agencies, and other Nonstate entities. State financial assistance does not include Federal direct or pass-through awards and resources received by a Nonstate entity for Federal program matching requirements.

- C. Audits conducted pursuant to Section 215.97, F.S., shall be: (1) performed annually, and conducted by independent auditors in accordance with auditing standards as stated in Chapters 10.550 (local governmental entities) or 10.650 (nonprofit and for-profit organizations), Rules of the Auditor General.
- D. Regardless of the amount of the state financial assistance, the provisions of Section 215.97, F.S., do not exempt a Nonstate entity from compliance with provisions of law relating to maintaining records concerning state financial assistance to such Nonstate entity or allowing access and examination of those records by the state awarding agency, the Chief Financial Officer, or the Auditor General.
- E. If the Recipient expends less than \$500,000 in state financial assistance in its fiscal year, an audit conducted in accordance with the provisions of Section 215.97, Florida Statutes, is not required. If the Nonstate entity does not meet the threshold requiring the state single audit, such Nonstate entity must meet terms and conditions specified in this written agreement with the state awarding agency. In the event that the Recipient expends less than \$500,000 in state financial assistance in its fiscal year and elects to have an audit conducted in accordance with the provision of Section 215.97, F.S., the cost of the audit must be paid from the Nonstate entity's resources (i.e., the cost of such an audit must be paid from the Recipient's resources obtained from other than state entities).
- F. Each state awarding agency shall:

- (1) Provide to a Recipient, information needed by the Recipient to comply with the requirements of Section 215.97, F.S.
- (2) Require the Recipient, as a condition of receiving state financial assistance, to allow the state awarding agency, the Chief Financial Officer, and the Auditor General access to the Recipient's records and the Recipient's independent auditor's working papers as necessary for complying with the requirements of Section 215.97, F.S. The Recipient is required to maintain sufficient records demonstrating its compliance with the terms of this agreement for a period of three years from the date the audit report is issued, and shall allow the DEPARTMENT or its designee, access to such records upon request.
- (3) Notify the Recipient that Section 215.97, F.S., does not limit the authority of the state awarding agency to conduct or arrange for the conduct of additional audits or evaluations of state financial assistance or limit the authority of any state agency Inspector General, the Auditor General, or any other state official.
- (4) Be provided by Recipient one copy of each financial reporting package prepared in accordance with the requirements of Section 215.97, F.S. The financial reporting package means the Nonstate entities' financial statements, Schedule of State Financial Assistance, auditor's reports, management letter, auditee's written responses or corrective action plan, correspondence on follow-up of prior years' corrective actions taken, and such other information determined by the Auditor General to be necessary and consistent with the purposes of Section 215.97, F.S. Copies of the financial reporting package required by this agreement shall be submitted by or on behalf of the Recipient directly to each of the following:
  - (a) The Department of Agriculture  
and Consumer Services  
Division of Administration  
509 Mayo Building  
407 South Calhoun Street  
Tallahassee, Florida 32399-0800

(b) The Auditor General's Office at the following address:

State of Florida Auditor General  
Room 401, Claude Pepper Building  
111 West Madison Street  
Tallahassee, Florida 32399-1450

- G. Any reports, management letters, or other information required to be submitted to the DEPARTMENT pursuant to this agreement shall be submitted timely in accordance with Florida Statutes, and Chapters 10.550 (local governmental entities) or 10.650 (nonprofit and for-profit organizations), Rules of the Auditor General, as applicable.
- H. The Recipient shall maintain sufficient records demonstrating its compliance with the terms of this agreement for a period of five (5) years from the date the audit report is issued, and shall allow the DEPARTMENT, or its designee, Chief Financial Officer, or Auditor General access to such records upon request. The Recipient shall ensure that audit working papers are made available to the DEPARTMENT, or its designee, Chief Financial Officer, or Auditor General upon request for a period of five (5) years from the date the audit report is issued, unless extended in writing by the DEPARTMENT.
- I. The Recipient shall be required to ensure expenditures of state financial assistance be in compliance with laws, rules, and regulations applicable to expenditures of state funds, including, but not limited to, the Reference Guide for State Expenditures (DFS).
- J. The Recipient agrees that this agreement may be charged only with allowable costs resulting from obligations incurred during the term of this agreement.
- K. The Recipient agrees that any balances of unobligated cash that have been advanced or paid that is not authorized to be retained for direct program costs in a subsequent period must be refunded to the state.
- L. In accordance with Section 215.971, F.S., for an agency agreement that provides state financial assistance to a Recipient or Subrecipient, as those terms are defined in s. 215.97, or that provides federal financial assistance

to a Subrecipient, as defined by applicable United States Office of Management and Budget circulars, the agreement shall include:

- a. A provision specifying a scope of work that clearly establishes the tasks that the Recipient or Subrecipient is required to perform; and
- b. A provision dividing the agreement into quantifiable units of deliverables that must be received and accepted in writing by the agency before payment. Each deliverable must be directly related to the scope of work and must specify the required minimum level of service to be performed and the criteria for evaluating the successful completion of each deliverable.

The following provisions of A through I are applicable regarding the administration of resources provided by the DEPARTMENT to the Recipient of Federal Funds. Those provisions are applicable if the Recipient is a state or local government or a non-profit organization as defined in OMB Circular A-133, as revised.

- A. In the event that the Recipient expends \$500,000 or more in Federal awards in its fiscal year, the Recipient must have a single or program-specific audit conducted in accordance with the provisions of OMB Circular A-133, as revised. Exhibit 1 to this agreement indicates Federal resources awarded through the DEPARTMENT by this agreement. In determining the Federal awards expended in its fiscal year, the Recipient shall consider all sources of Federal awards, including Federal resources received from the DEPARTMENT. The determination of amounts of federal awards expended should be in accordance with the guidelines established by OMB Circular A-133, as revised. An audit of the Recipient conducted by the Auditor General in accordance with provisions of OMB Circular A-133, as revised, will meet these requirements.
- B. In connection with these audit requirements, the Recipient shall fulfill the requirements relative to auditee responsibilities as provided in Subpart C of OMB Circular A-133, as revised.
- C. If the Recipient expends less than \$500,000 in Federal awards in its fiscal year, an audit conducted in

accordance with the provisions of OMB Circular A-133, as revised, is not required. In the event that the Recipient expends less than \$500,000 in federal awards in its fiscal year and elects to have an audit conducted in accordance with provisions of OMB Circular A-133, as revised, the cost of the audit must be paid from non-federal resources (i.e., the cost of such an audit must be paid from Recipient resources obtained from other than Federal entities).

- D. Copies of reporting packages for audits conducted in accordance with OMB Circular A-133, as revised, and required by this agreement shall be submitted when required by Section .320(d), OMB Circular A-133, as revised, by or on behalf of the Recipient directly to each of the following:
- (a) The Department of Agriculture  
and Consumer Services  
Division of Administration  
509 Mayo Building - 407 South Calhoun Street  
Tallahassee, Florida 32399-0800
  - (b) The Federal Audit Clearinghouse designated in OMB Circular A-133, as revised (the number of copies required by Sections .320(d)(1) and (2), OMB Circular A-133, as revised, should be submitted to the Federal Audit Clearinghouse) at the following address:  
  
Federal Audit Clearinghouse  
Bureau of the Census  
1201 East 10<sup>th</sup> Street  
Jeffersonville, IN 47132
  - (c) Other federal agencies and pass-through entities in accordance with Sections .320(c) and (f), OMB Circular A-133, as revised.
- E. Pursuant to Section .320(f), OMB Circular A-133, as revised, the Recipient shall submit a copy of the reporting package described in Section .320(c), OMB Circular A-133, as revised, and any management letter issued by the Auditor, to the DEPARTMENT at the following address:

The Department of Agriculture

and Consumer Services  
509 Mayo Building  
407 South Calhoun Street  
Tallahassee, Florida 32399-0800

- F. Any reports, management letters, or other information required to be submitted to the DEPARTMENT pursuant to this agreement shall be submitted timely in accordance with OMB Circular A-133, as revised.
- G. Recipients, when submitting financial reporting packages to the DEPARTMENT for audits done in accordance with OMB Circular A-133, as revised, should indicate the date that the reporting package was delivered to the Recipient in correspondence accompanying the reporting package.
- H. The Recipient shall maintain sufficient records demonstrating its compliance with the terms of this agreement for a period of five (5) years from the date the audit report is issued, and shall allow the DEPARTMENT or its designee, Chief Financial Officer, or Auditor General access to such records upon request. The Recipient shall ensure that audit working papers are made available to the DEPARTMENT, or its designee, Chief Financial Officer, or Auditor General upon request for a period of five (5) years from the date the audit report is issued, unless extended in writing by the DEPARTMENT.
- I. In accordance with Section 215.971, F.S., for an agency agreement that provides state financial assistance to a Recipient or Subrecipient, as those terms are defined in s. 215.97, or that provides federal financial assistance to a Subrecipient, as defined by applicable United States Office of Management and Budget circulars, the agreement shall include:
  - a. A provision specifying a scope of work that clearly establishes the tasks that the Recipient or Subrecipient is required to perform; and
  - b. A provision dividing the agreement into quantifiable units of deliverables that must be received and accepted in writing by the agency before payment. Each deliverable must be directly related to the scope of work and must specify the required minimum level of service to be performed and the criteria for evaluating the successful completion of each deliverable.

A CONTRACTOR who is a recipient or subrecipient of federal or state financial assistance may expend funds only for allowable costs resulting from obligations incurred during the contract period. Any balance of unobligated funds which has been advanced or paid must be refunded to the DEPARTMENT. Any funds paid in excess of the amount to which the CONTRACTOR is entitled under the terms and conditions of this contract must be refunded to the DEPARTMENT.

It is expressly understood and agreed that any articles that are the subject of, or required to carry out, in accordance with Section 287.042, Florida Statutes, this contract shall be purchased from a nonprofit agency for the blind or for the severely handicapped that is qualified pursuant to Chapter 413, Florida Statutes, in the same manner and under the same procedures set forth in Section 413.036(1) and (2), Florida Statutes; and for purposes of this contract the person, firm, or other business entity carrying out the provisions of this contract shall be deemed to be substituted for the state agency insofar as dealings with such qualified nonprofit agency are concerned. Available products, pricing and delivery information may be obtained by contacting: RESPECT of Florida, 2475 Apalachee Parkway, Suite 205, Tallahassee, Florida 32301-4946, telephone number (850) 877-4816 and fax number (850) 942-7832.

It is expressly understood and agreed that any articles which are the subject of, or required to carry out, in accordance with Section 287.095(3), Florida Statutes, this contract shall be purchased from the corporation identified under Chapter 946, Florida Statutes, in the same manner and under the same procedures set forth in Section 946.515(2) and (4), Florida Statutes; and for the purposes of this contract the person, firm, or other business entity carrying out the provisions of this contract shall be deemed to be substituted for the DEPARTMENT insofar as dealings with such corporation are concerned. The "corporation identified" is Prison Rehabilitative Industries and Diversified Enterprises, Incorporated. Available products, pricing and delivery schedules may be obtained by contacting: PRIDE of Florida, 12425 28<sup>th</sup> Street North, 3<sup>rd</sup> Floor, St. Petersburg, Florida 33716, telephone number (727) 572-1987.

The CONTRACTOR is informed that a person or affiliate who has been placed on the convicted vendor list following a conviction for a public entity crime may not submit a bid on a contract to provide any goods or services to a public entity, may not submit a bid on a contract with a public entity for the construction or repair of a public building or public work, may not submit bids on leases of real property to a public entity, may not be awarded or perform work as a CONTRACTOR, supplier, subcontractor, or consultant under a contract with any public entity, and may not

transact business with any public entity in excess of the threshold amount provided in Section 287.017, Florida Statutes, for CATEGORY TWO for a period of 36 months from the date of being placed on the convicted vendor list.

The CONTRACTOR shall not discriminate on the basis of race, sex, religion, color, national origin, age or disability and shall comply with all applicable state and federal laws and regulations related thereto, including without limitation, the Americans with Disabilities Act (42 USC 12101 et. Seq.); Section 504 of the Rehabilitation Act of 1973 (29 USC 795); and the Age Discrimination Act of 1975 (42 USC 6101-6107).

The CONTRACTOR is informed that the employment of unauthorized aliens by any Contractor is considered a violation of Section 274A(e) of the Immigration and Nationality Act. If the CONTRACTOR knowingly employs unauthorized aliens, such violation shall be cause for unilateral cancellation of the contract.

The CONTRACTOR is informed that an entity or affiliate who has been placed on the discriminatory vendor list may not submit a bid on a contract to provide goods or services to a public entity, may not submit a bid on a contract with a public entity for the construction or repair of a public building or public work, may not submit bids on leases of real property to a public entity, may not award or perform work as a contractor, supplier, subcontractor, or consultant under contract with any public entity, and may not transact business with any public entity.

In the event that two or more documents combine to form this agreement between the parties, including future amendments and addenda, and in the event that there are contradictory or conflicting clauses or requirements in these documents, the provisions of the document(s) prepared by the DEPARTMENT shall be controlling.

All contracts entered into by the DEPARTMENT or any Division or Bureau thereof, are and shall be controlled by Florida law, contrary provisions notwithstanding.

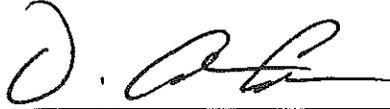
In the event that any clause or requirement of this agreement is contradictory to, or conflicts with the requirements of Florida law, including, but not limited to requirements regarding contracts with Florida's governmental agencies, the offending clause or requirement shall be without force and effect and the requirements of the Florida Statutes and rules promulgated thereunder on the same subject shall substitute for that clause or requirement and be binding on all parties to this contract.

The Contract Manager for the DEPARTMENT is Joshua Johnson (850) 617-7340 and is located at 407 South Calhoun Street, Mayo Building M9, Tallahassee, FL 32399-0800.

The Contract Manager for the CONTRACTOR is Charles LaPradd, 305-971-5091 and is located at 10710 SW 211 Street, Suite 103, Cutler Bay, FL 33189.

Signed by parties to this agreement:

FLORIDA DEPARTMENT OF AGRICULTURE    CONTRACTOR  
AND CONSUMER SERVICES



\_\_\_\_\_  
Signature

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Director of Administration

Title

\_\_\_\_\_  
Title

11-19-14

\_\_\_\_\_  
Date

\_\_\_\_\_  
Date

## EXHIBIT - 1

### FEDERAL RESOURCES AWARDED TO THE RECIPIENT PURSUANT TO THIS AGREEMENT CONSIST OF THE FOLLOWING:

Federal Program: United States Department of Agriculture – CFDA #10.170 – Specialty Crop Block Grant Program  
Funding Amount: \$4,579,401.97

**Miami-Dade County** has been funded a total of \$105,333.33 for activities funded and approved by USDA in the 2014 Specialty Crop Block Grant – Proposal (19) of the State Plan. Attachment “A” to contract.

### COMPLIANCE REQUIREMENTS APPLICABLE TO THE FEDERAL RESOURCES AWARDED PURSUANT TO THIS AGREEMENT ARE AS FOLLOWS:

#### *Federal Program:*

1. *Specialty Crop Block Grant Program – Farm Bill Terms and Conditions (04/2014) – incorporated by reference can be found at: <http://www.ams.usda.gov/AMSV1.0/getfile?dDocName=STELPRDC5106965>*

**Administrative Provisions.** This award, and subawards at any tier under this award, shall be governed to the extent applicable by the following provisions:

1. *7 CFR Part 3015, “Uniform Federal Assistance Regulations”;*
2. *7 CFR Part 3016 “Uniform Administrative Requirements for Grants and Cooperative Agreements to State and Local Governments”;* and
3. *7 CFR Part 3019, “Uniform Administrative Requirements for Grants and Other Agreements with Institutions of Higher Education, Hospitals, Non-profit Organizations, and For-profit Organizations.”*

**Federal Cost Principles.** Allowable costs will be determined in accordance with the applicable program legislation, the purpose of the award, the terms and conditions of the award as contained herein, and, if this award is to a recipient other than a Federal Agency, by the following Federal cost principles that are applicable to the type of organization receiving the award, regardless of type of award or tier as are in effect at the time of award:

1. *2 CFR Part 225 (OMB Circular No. A-87), “Cost Principles for State, Local, and Indian Tribal Governments”;*
2. *2 CFR Part 220 (OMB Circular No. A-21), “Cost Principles for Educational Institutions”;*
3. *2 CFR Part 230 (OMB Circular No A-122), “Cost Principles for Nonprofit Organizations”;* and
4. *Federal Acquisition Regulations (48 CFR Part 31.2), Principles for determining costs with profit making firms, “Contracts with Commercial Organizations.”*

#### *Legal Authority:*

*Section 101 of the Specialty Crop Competitiveness Act of 2004 (7 USC 1621 note) of Public Law 108-465; amended by Section 10010 of the Agricultural Act of 2014, Public Law 110-246; 7 CFR Part 1291 (published March 27, 2009; 74 FR 11313); and Section 713 of Title VII (General Provisions) of Division A of Public Law 108-7.*

*NOTE: Instead of listing the specific compliance requirements as shown above, the State awarding agency may elect to use language that requires the recipient to comply with the requirements of applicable provisions of specific laws, rules, regulations, etc. For example, for Federal Program 1, the language may state that the recipient must comply with a specific law(s), rule(s), or regulation(s) that pertains to how the awarded resources must be used or how eligibility determinations are to be made. The State awarding agency, if practical, may want to attach a copy of the specific law, rule, or regulation referred to.*

### STATE RESOURCES AWARDED TO THE RECIPIENT PURSUANT TO THIS AGREEMENT CONSIST OF THE FOLLOWING: N/A

MATCHING RESOURCES FOR FEDERAL PROGRAMS: N/A

SUBJECT TO SECTION 215.97, FLORIDA STATUTES: N/A

**COMPLIANCE REQUIREMENTS APPLICABLE TO STATE RESOURCES AWARDED  
PURSUANT TO THIS AGREEMENT ARE AS FOLLOWS: N/A**

*NOTE: Section .400(d) of OMB Circular A-133, as revised, and Section 215.97(5), Florida Statutes, require that the information about Federal Programs and State Projects included in Exhibit 1 be provided to the recipient.*

DFS-A2-CL  
July 2005  
Rule 691-5.006,FAC

# Project (19): Miami-Dade & Redland Raised Markets in The Parks Nutrition Program

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*Project Partner Organization: Miami-Dade County*

## **Abstract**

Miami-Dade County (MDC) intends to create market space at MDC parks/government facilities to showcase local specialty crops while capitalizing on its programs that can potentially benefit specialty crop producer/vendors and residents alike. This project will strengthen/leverage partnerships amongst various MDC departments and their existing community programs.

Project goals/objectives are to: Educate the public on the importance of nutrition through the consumption of specialty crops; Provide specialty crop producers/vendors convenient access to educated consumers by establishing farmers markets and County parks; track attendance and consumption and consumer needs to better serve market attendees. The scope of work, to be implemented by the Agricultural Manager, will enhance competitiveness of specialty crops grown in the MDC by achieving the following outcomes:

- (1) Improving public access to healthy, locally grown foods
- (2) Increasing overall market viability of the local specialty crop farming industry
- (3) Increasing demand for local specialty crops
- (3) Improving overall community health

The project is important to the agricultural community of Miami-Dade County and will address 3 funding priorities: 1) Projects with immediate benefit to public/industry; 2) Increase sales/marketability of Florida commercially grown specialty crops; & 3) Increasing child and adult knowledge of the nutritional benefits of specialty crops & access/consumption.

## **Project Purpose**

*What is the specific issue, problem, or need that the project will address?*

19% of MDC's 2.5 million residents live below the poverty level; greater than both the State (15.6%) and the US (15%). 51.2% of MDC's residents are foreign born, which is substantially higher than both the State (19.3%) and US (12.9%). The lack of financial resources contribute to poor eating habits and limit access to healthy foods, that are generally more expensive. This, combined w/ the protein/carbohydrate rich cuisines associated with the many ethnic foods consumed by immigrants, contribute to limited public knowledge on the health benefits of incorporating specialty crops into their diets.

*Why is the project important and timely?*

Healthy eating is a corner stone of MDC's Parks' fitness and youth programs, including their nationally recognized "Fit to Play" out-of-schools program (see attachment), and MDC's eat local "Redland Raised Fresh From Florida" and "Fit-305" programs. This project provides a partnership opportunity for integrating these MDC programs with the common goal of educating the public about health and nutrition while providing affordable access to the foods needed to provide and sustain a nutritious lifestyle.

In addition, local specialty crop producers have experienced tremendous adverse impacts on their national market share due to foreign competition. Most farms in Miami-Dade County, according to the USDA, are 9 acres or less, limiting the ability of those growers to viably market their crops through current systems in light of current market trends and competition.

*What are the objectives of the project?*

Project goals/objectives are to: Educate the public on the importance of nutrition through the consumption of specialty crops; Provide incentives for growers by publicizing markets; encourage residents to procure and eat healthy, locally produced, specialty crops; Provide specialty crop producers/vendors convenient access to those educated consumers. Outcomes include creating an increased demand for those specialty crops and strengthening the market environment of local specialty crop producers, while improving overall community health through improved public access to healthy, locally grown foods.

*If any of the project activities or costs has the potential to enhance the competitiveness of non-specialty crops (ex: farmers market, general buy local, CSA etc.) describe the methods or processes you will implement to verify all grant funds are expended on activities and costs that only enhance the competitiveness of eligible specialty crops.*

The project seeks \$105,333.33 to support the creation of markets at MDC parks/government facilities by providing space, marketing material, advertisement/promotion of markets, educational material to park program attendees and residents. Track market success, attendance, consumption and attendee requests through surveys at the markets. Provide vendors with updates of customer requests. Provide recipes and nutritional information for local specialty crops, including recipes previously published in the

Redland Raised cookbook to attendees that answer survey. Marketing will consist of printing educational materials, printing surveys, creating signage to increase project visibility within the community; publish advertising in the various community newspapers, the 305 Fit Magazine, and the Miami Herald.

To ensure that this project solely enhances the competitiveness of specialty crops, all efforts (education and marketing) will only market specialty crops and speak to the benefits of specialty crops. While markets in many areas allow a wide range of products, our markets are limited by county code section 33-13 (excerpted below) to what can be sold. This requires that the majority of the products be specialty crops.

*If the project is a continuation of a project that the Specialty Crop Block Grant Program (SCBGP) funded previously, describe how the project differs from and builds on the previous project's efforts.*

This project builds upon the previously funded and successful Redland Raised Specialty Crop Block Grant, by providing additional venues to educate consumers about the importance of eating specialty crops and buying local. Providing additional retail venues to increase the availability of Redland Raised specialty crop products within the parks system furthers the customers' familiarity with and appetite for the brand, and encourages them to request Redland Raised products at other retail locations. Additionally, recipes from the cookbook that was developed with previous grant funding will be printed on the surveys and promotional materials for expanded outreach.

*Have you submitted the project to another Federal or State grant program other than the SCBGP for funding and/or is another Federal or State grant program other than the SCBGP funding the project currently?*

This project has not been submitted to any other grant program.

## **Potential Impact**

*Who are the specialty crop beneficiaries of the project?*

Specialty crop beneficiaries are local specialty crop producers and vendors that will market specialty crop produce at the markets to be established at Miami-Dade County parks by the proposed project.

*How many specialty crop beneficiaries will the project benefit?*

It is anticipated that more than 40 producers/vendors will see increased consumption of produce. Many producers/vendors may also sell the products of other local producers who may not wish to personally participate in markets.

*How will the project benefit the specialty crop beneficiaries?*

This project will increase demand and sales of specialty crops by creating new markets, as well as provide access to new consumers while also educating those consumers on the importance of including specialty crops in their diets.

*What is the potential economic impact of the project if it can be estimated?*

The potential economic impact of the project is difficult to estimate. Miami-Dade County parks system has an average of 29 million visitors each year, with more than 14,000 children in youth sports programs and 7,900 children participants enrolled in an out-of-school program (after school, sports development, holiday camps, and summer camps). It is anticipated that market attendees will spend an \$10 on their initial trip with additional visits to the markets generating \$50 per person per season. We anticipate more than 20,000 people will attend the markets each season. It is also anticipated that, taking into account actual parks attendance numbers, many other park patrons will shop from the established markets.

*If applicable, how will the project have a multi-state (benefitting two more or states) or national impact?*

This project has no multi-state or national impact.

**Expected Measureable Outcomes**

Goal #	Goal	Measure	Benchmark	Target
1	Provide specialty crop producers/vendors convenient access to educated consumers by establishing farmers markets at County parks.	# of farmers markets established at County Parks and the # of local specialty crop producers/vendors represented at these sites	Establish a minimum 2 farmers markets at 2 parks, presented by at least 15 local producers/vendors	Establish 3 farmers markets at 3 parks, presented by at least 20 producers/vendors
2	Educate the public on the importance of nutrition through the consumption of specialty crops	The number of people purchasing produce at markets; Track amount spent via surveys; Improved knowledge over grant duration of specialty crops and their health benefits through evaluation of surveys; the number of educational trilingual pamphlets distributed;	Educate and distribute educational material and surveys to a minimum 20,000 people	Educate and distribute educational material and surveys to 40,000 people
3	To strengthen market viability of local specialty crop producers/vendors	Increased sales for participant local specialty crop producers/vendors	Increase sales of participant local specialty crop producers/vendors	Increase sales of participant local specialty crop producers/vendors

	by providing incentives to vendors through market space, advertising of markets and promotional material and educating residents on benefits to procure and eat healthy, locally produced, specialty crops		by 10%	by 15%
4				

*Provide your PERFORMANCE MONITORING PLAN. How will you monitor your progress toward achieving each GOAL?*

Surveys will be administered to participating specialty crop producers/vendors in order to track market sales increases as a result of the project. A survey will be attached to educational material, to understand their knowledge of specialty crop nutrition, their needs and track their spending habits.

*What are your data sources for monitoring performance? For example, will you conduct surveys or use questionnaires? How will you collect the required data? Be sure to include the frequency of your data collection.*

Sales and market activity will be collected monthly via direct question/interview. The voucher survey and spending habits will be tracked through the collection of the vouchers at the time of sale.

*Describe how you will share the results of the project with specialty crop growers and other interested specialty crop stakeholders.*

Project results and information will be disseminated to producers/vendors through an e-mail newsletter, a public meeting at the Miami-Dade County Agricultural Practices Advisory Board, and through e-mail communication via local grower organizations' membership base.

## **Work Plan**

1. Design and print educational materials and surveys: Agricultural Manager (AM) with Community Information and Outreach Department, completed within 8 weeks of program authorization.

2. Seek vendors for markets: AM and the Park Director (PD) for each park where a market will be held, begins at initial authorization of program, ongoing task.
  3. Organize markets and vendors for the various park locations: AM & PD beginning at initial authorization of program, ongoing task.
  4. Distribute educational materials and market promotional materials to youth groups as part of Fit 2 Play program, parents, youth sport groups, elderly and other park program participant: PD, beginning at initial authorization of program, ongoing task.
  5. Advertise markets. Agricultural Manager (AM), PD with Community Information and Outreach Department, beginning prior to the the first market day and ongoing throughout program.
  6. Distribute survey at markets. AM will supply surveys to PD's and do site visits at the locations, PD will distribute- ongoing throughout program following first market.
  7. Collect and compile data from voucher surveys submitted. AM will compile and PD will collect - ongoing throughout program following first market.
  8. Disseminate survey information. AM, PD - ongoing throughout program following first market.
- Each park operates as its own entity with a management staff in place. As the markets will be established at more than one park, there will be multiple park mangers involved in the work plan doing the same tasks at each park (establishing market, managing market and market space, educating youth and participants and conducting surveys). Also, unlike most other areas, our market season is very long given the tropical climate. Most markets run for 8 months or more, as agricultural crops are produced year round. The outreach and education to the Fit2Play participants and park visitors will be accomplished on a park to park basis with multiple park mangers involved. This outreach will even take place at parks not hosting markets, it will teach them the benefits of specialty crops and direct them to the markets. The personnel listed as Park Manager 4 are the ones that will be assigned these tasks and utilization of these individuals will be on a park to park basis.

## **Project Commitment**

Miami-Dade County will provide personnel, fringe and expertise to facilitate the success of this program. In-kind contributions are anticipated at:

Personnel and fringe: \$143,251.34

No funds for fringe are being requested

Dade County Farm Bureau, the largest farm organization within Miami-Dade County with more than 3,500 members, is in full support of the project and will provide contacts for producers/vendors and

assist with communications to the growers about the market opportunities. Other project partners include the Miami-Dade County Parks, Recreation and Open Spaces Department, and the Miami-Dade County Communication, Information and Outreach Department.

### Budget Narrative

Expense Category	Funds Requested
Personnel	\$25,333.33
Fringe Benefits	\$ .00
Travel	\$ .00
Equipment	\$ .00
Supplies	\$ .00
Contractual	
Other	\$80,000.00
Direct Costs Subtotal	\$105,333.33
Indirect Costs	\$0.00

Total Budget	\$105,333.33
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### Personnel:

Name/Title	Level of Effort (# of hours OR % FTE)	Funds Requested
Agricultural Manager	25%/yr x 2	\$11,689.33
Park Manger 4	5%/yr x 2	\$4,548.00
Park Manger 4	5%/yr x 2	\$4,548.00
Park Manger 4	5%/yr x 2	\$4,548.00
		\$ .00

Personnel Subtotal	\$25,333.33
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All proposed project staff time will be provided to the project as follows:

Charles LaPradd, Agricultural Manager - .25 FTE In-kind x \$128,130/year = \$64,065

Park Manager 4 - .05 FTE In-kind x \$45,481/year = \$4,548

Park Manager 4 - .05 FTE In-kind x \$45,482/year = \$4,548

Park Manager 4 - .05 FTE In-kind x \$45,483/year = \$4,548

TOTAL IN-KIND PERSONNEL = \$52,375.67/year

*Fringe Benefits:*

Name/Title	Fringe Benefit Rate	Funds Requested
		\$ .00
		\$ .00
		\$ .00
		\$ .00

Fringe Subtotal	\$ .00
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No grant funding will be requested for fringe benefits. All proposed project staff fringe benefits will be provided as in-kind contributions to the project as follows:

FICA (.062 x FTE Salary) = \$2,409/YR x 2 YRS = \$4,818

MICA (.0145 x FTE Salary) = \$563/YR x 2 YRS = \$1,127

Retirement (.0695 x FTE Salary) = \$2,700/YR x 2 YRS = \$5,401

Group Life (.00021 x FTE Salary) = \$8/YR x 2 YRS = \$16

Health Plan (\$9,860/person x FTE) = \$3,944/RS x 2 YRS = \$7,888

TOTAL IN-KIND FRINGE BENEFITS = \$19,250/year

*Travel:*

Trip Destination, Purpose, and Description	Funds Requested
	\$ .00
	\$ .00
	\$ .00
	\$ .00
	\$ .00
	\$ .00



Attachment "A"

Item Description, Justification of the Expense, Per-Unit Cost, Number of Units	Funds Requested
Marketing and educational material, survey printing/distribution and advertising (\$40,000 /yr x 2 years)	\$80,000.00
	\$ .00
	\$ .00
Educational information distribution, market coordination, survey dissemination/collection/compilat	\$25,333.33
	\$ .00

Other/Misc. Subtotal	\$80,000.00
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Printing, Design and Setup:

- 50,000 Educational Brochures: \$4,500
  - o 8.5 x 11 Brochure Folds to #10 / 80# Gloss 4/4
- 30,000 Surveys: \$2,500
  - o 8.5 x 11 Surveys/70# Husky 2/2

Advertising Placement:

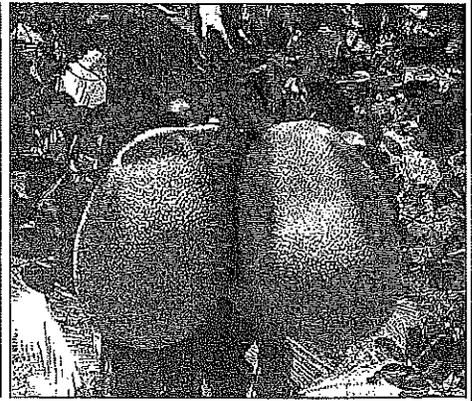
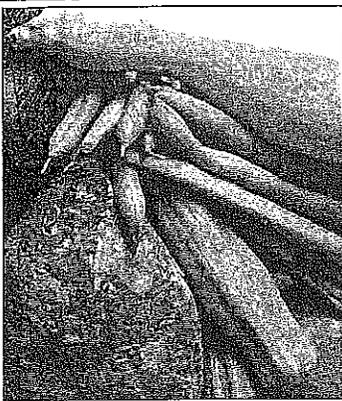
- Community Papers: \$48,000
  - o 72 Ad Placements
  - o Design, Setup and Fulfillment

Digital and Print Media Promotions – 2 Year Promotional Plan

- 305Fit: \$25,000
  - o Print Circulation and Digital Media Traffic totaling 1.1 Million
  - o 24 Months of Web Banner (4 rotating banner ads, includes design and upload)
  - o 8 Stories on eNewsletter (distribution 38 Thousand)
  - o 2 Full Page Ads in Magazine (includes design and setup)
  - o 1 Feature Story
  - o Outreach Opportunities and Employee Fairs including booth at events

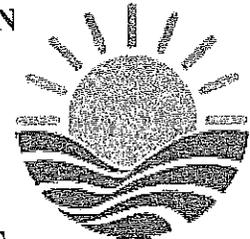
*Program Income:*

Source/Nature of Program Income / Description of how you will reinvest the program income into the project to solely enhance the competitiveness of specialty crops	Estimated Income
	\$ .00
	\$ .00
	\$ .00
	\$ .00



# MIAMI-DADE & REDLAND RAISED MARKETS IN THE PARKS NUTRITION PROGRAM

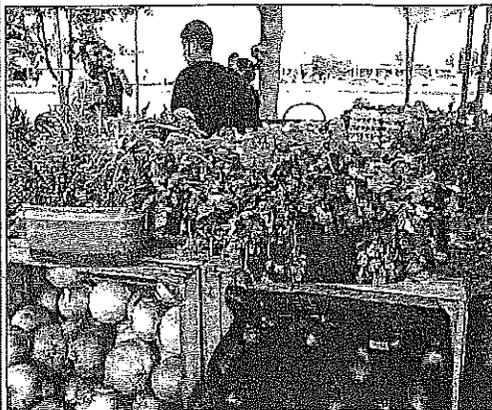
RESPONSE TO:  
FLORIDA DEPARTMENT OF AGRICULTURE AND  
CONSUMER SERVICES  
DIVISION OF MARKETING AND DEVELOPMENT  
BUREAU OF DEVELOPMENT AND INFORMATION



SUBMITTED BY:  
MIAMI-DADE COUNTY  
AGRICULTURAL MANAGER'S OFFICE



APRIL 18, 2014



## Florida Specialty Crop Block Grant Program Project Semi-Annual / Annual Performance Report

Note: Most sections of the final progress report relate directly to a corresponding section of the original project proposal. Please have this document handy while writing the semi-annual or annual report, so that you may refer to it where necessary. Some report sections which relate to sections of the proposal are:

Annual Performance Report Section	Corresponding Section of Proposal
Activities Performed	Work Plan, Expected Measureable Outcomes
Problems and Delays	Work Plan
Future Project Plans	Work Plan, Expected Measureable Outcomes
Funding Expended to Date	N/A

### Project Title

- Provide the project's title. This must be the same title used in the approved proposal.

### Activities Performed

- Briefly summarize activities performed, targets, and/or performance goals achieved during the reporting period. Whenever possible, describe the work accomplished in both quantitative and qualitative terms. Include the significant results, accomplishments, conclusions and recommendations. Include favorable or unusual developments.
- Provide a comparison of actual accomplishments with the goals established for the reporting period.
- Present the significant contributions and role of project partners in the project.
- Clearly convey progress toward achieving outcomes by illustrating baseline data that has been gathered to date and showing the progress toward achieving set targets.
- If a target of a project has already been achieved, it is encouraged to amend the outcome measure. This permits the project staff to "stretch" the goals in order to go beyond what they are already doing.

Activities Performed

Attachment "B"

Problems and Delays

- Note unexpected delays, impediments, and challenges that have been confronted in order to complete the goals for each project. Explain why these changes took place.
- Mention the actions that were taken in order to address these delays, impediments, and challenges.
- Review measurable outcomes to determine if targets are realistic and attainable. An objective that is too stringent should be scaled back and identified in the performance report. Keep in mind that targets may slip due to all kinds of factors, such as employee turn-over and bad weather.
- In the event that the work plan timeline, expected measurable outcomes, budget, and/or methodology needs to be adjusted, provide an outline of those changes.

Attachment "B"

Future Project Plans

- Briefly summarize activities performed, targets, and/or performance goals to be achieved during the next reporting period for each project. Whenever possible, describe the work accomplished in both quantitative and qualitative terms.
- Describe any changes that are anticipated in the project.

Total Funding Expended to Date:

## Florida Specialty Crop Block Grant Program Project Final Performance Report

Note: Most sections of the final progress report relate directly to a corresponding section of the original project proposal or annual report. Please have these documents handy while writing the final report, so that you may refer to them where necessary. Some final report sections which relate to sections of other documents are:

Final Performance Report Section	Corresponding Section of Proposal (P) or Annual Report (AR)
Project Summary	Project Purpose (P)
Project Approach	Work Plan (P), Activities Performed (AR)
Goals and Outcomes Achieved	Expected Measureable Outcomes (P)
Beneficiaries	Potential Impact (P)
Lessons Learned	Problems and Delays (AR)

### Project Title

- Provide the project's title. This must be the same title used in the approved proposal.

### Project Partners

- List the primary organization implementing the project, as well as any partner organizations.

Attachment "B"

Project Summary

- Please refer to the "Project Purpose" section of your proposal when writing this section.
- Provide a background for the initial purpose of the project, which includes the specific issue, problem, or need that was addressed by this project.
- Describe the importance and timeliness of the project.
- If the project built on a previously funded project with the SCBGP or SCBGP-FB describe how this project complemented and enhanced, but did not duplicate, previous work.

Project Approach

- Please refer to the "Work Plan" section of the proposal and the "Activities Performed" sections of your annual reports when writing this section.
- Briefly summarize activities performed and tasks performed during the grant period. Whenever possible, describe the work accomplished in both quantitative and qualitative terms. Specifically, discuss the tasks provided in the "Work Plan" section of the proposal. Include the significant results, accomplishments, conclusions and recommendations. Include favorable or unusual developments.
- If the overall scope of the project benefitted commodities other than specialty crops, indicate how project staff ensured that funds were used to solely enhance the competitiveness of specialty crops.
- Present the significant contributions and role of project partners in the project.

Attachment "B"

Goals and Outcomes Achieved

- Please refer to the "Expected Measureable Outcomes" section of your proposal. List each expected measureable outcome from that section, and explain what progress you have made toward achieving each one.
- If outcome measures were long term, summarize the progress that has been made towards achievement. Every expected measureable outcome listed in your original project proposal must be addressed in this section.
- Provide a comparison of actual accomplishments with the goals established for the project.
- Clearly convey completion of achieving outcomes by illustrating baseline data that has been gathered to date and showing the progress toward achieving set targets.
- Highlight the major successes of the project in quantifiable terms.

Attachment "B"

Beneficiaries

- Please refer to the "Potential Impact" section of your proposal. Any beneficiary group mentioned in that section must be addressed here.
- Provide a description of the groups and other operations that benefited from the completion of this project's accomplishments. What specialty crop stakeholders benefitted from this project? **How did they benefit, and how were they made aware of project results?** How many of them are there?
- Clearly state the quantitative data that concerns the beneficiaries affected by the project's accomplishments and/or the potential economic impact of the project.

Attachment "B"

Lessons Learned

- Please refer to the "Work Plan" and "Expected Measureable Outcomes" sections of your proposal, as well as the "Problems and Delays" sections of your annual reports. Any problems and delays, any changes which had to be made to the work plan, and any project goals which could not be achieved must be addressed in this section.
- Offer insights into the lessons learned by the project staff as a result of completing this project. This section is meant to illustrate the positive and negative results and conclusions for the project.
- Describe unexpected outcomes or results that occurred as a result of implementing this project.
- If goals or outcome measures were not achieved, identify and share the lessons learned to help others expedite problem-solving.
- Lessons learned should draw upon positive experiences (i.e. good ideas that improve project efficiency or save money) and negative experiences (i.e. lessons learned about what did not go well and what needs to be changed).

Attachment "B"

Contact Person

- Name the Contact Person for the Project, including telephone number and email address.

Additional Information

- Provide additional information available (i.e. publications, websites, photographs) that is not applicable to any of the prior sections. Charts, graphs, photos, etc. should be attached as separate file(s) and referenced in the text of the report.



ADAM H. PUTNAM  
COMMISSIONER

Florida Department of Agriculture and Consumer Services  
Division of Administration

**CERTIFICATION REGARDING LOBBYING;  
DEBARMENT, SUSPENSION AND OTHER  
RESPONSIBILITY MATTERS  
FOR EXPENDITURE OF FEDERAL FUNDS**

LOBBYING

As required by 7 CFR Part 3018, for persons entering into a contract, grant or cooperative agreement over \$100,000 involving the expenditure of Federal funds, the undersigned certifies for itself and its principals that:

- (a) No Federal appropriated funds have been paid or will be paid, by or on behalf of the undersigned, to any person for influencing or attempting to influence an officer or employee of any agency, a Member of Congress, an officer or employee of Congress, or an employee of a Member of Congress in connection with the making of any Federal grant, the entering into of any cooperative agreement, and the extension, continuation, renewal, amendment, or modification of any Federal grant or cooperative agreement;
- (b) If any funds other than Federal appropriated funds have been paid or will be paid to any person for influencing or attempting to influence an officer or employee of any agency, a Member of Congress, an officer or employee of Congress or an employee of a Member of Congress, in connection with this Federal grant or cooperative agreement, the undersigned shall complete and submit Standard Form - LLL, "Disclosure Form to Report Lobbying," in accordance with its instructions; and
- (c) The undersigned shall require that the language of this certification be included in the award documents for all subawards at all tiers (including subgrants, contracts under grants and cooperative agreements, and subcontracts) and that all subrecipients shall certify and disclose accordingly.

This certification is a material representation of fact upon which reliance was placed when this transaction was made or entered into. Submission of this certification is a prerequisite for making or entering into this transaction imposed by section 1352, title 31, U.S. Code. Any person who fails to file the required certification shall be subject to a civil penalty of not less than \$10,000 and not more than \$100,000 for each such failure.

\_\_\_\_\_  
PRINTED NAME/TITLE OF REPRESENTATIVE

\_\_\_\_\_  
CONTRACT / PURCHASE ORDER NUMBER

\_\_\_\_\_  
SIGNATURE OF REPRESENTATIVE / DATE

**DEBARMENT, SUSPENSION AND OTHER RESPONSIBILITY MATTERS**

As required by 7 CFR Part 3017, for persons entering into a contract, grant or cooperative agreement over \$25,000 involving the expenditure of Federal funds, the undersigned certifies for itself and its principals that:

- (a) Are not presently debarred, suspended, proposed for debarment, declared ineligible, or voluntarily excluded from covered transactions by any Federal department or agency;
- (b) Have not within a three-year period preceding this application been convicted of or had a civil judgment rendered against them for commission of fraud or a criminal offense in connection with obtaining, attempting to obtain, or performing a public (Federal, State, or local) transaction or contract under a public transaction; violation of Federal or State antitrust statutes or commission of embezzlement, theft, forgery, bribery, falsification or destruction of records, making false statements, or receiving stolen property;
- (c) Are not presently indicted for or otherwise criminally or civilly charged by a Government entity (Federal, State, or local) with commission of any offenses enumerated in paragraph (b) of this certification; and
- (d) Have not within a three-year period preceding this application had one or more public transaction (Federal, State, or local) terminated for cause or default; and

Where the applicant is unable to certify to any of the statements in this certification, he or she shall attach an explanation to this application.

\_\_\_\_\_  
PRINTED NAME/TITLE OF REPRESENTATIVE

\_\_\_\_\_  
CONTRACT / PURCHASE ORDER NUMBER

\_\_\_\_\_  
SIGNATURE OF REPRESENTATIVE / DATE

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