

5/7/26 CAREF-2

**MEMORANDUM OF UNDERSTANDING BETWEEN
WORKFORCE ESCAROSA D/B/A CAREERSOURCE ESCAROSA
AND
THE SCHOOL DISTRICT OF SANTA ROSA COUNTY**

I. PARTIES

This Memorandum of Understanding ("MOU"), is made pursuant to the Workforce Innovation and Opportunity Act (WIOA) of 2014 and Rehabilitation Act of 1973, 29 U.S. Code section 721(a), and is entered into by **The School District of Santa Rosa County**. (hereafter referred to as the Partner) and **Workforce Escarosa, Inc. d/b/a CareerSource Escarosa**, (hereafter referred to as CareerSource Escarosa).

II. PURPOSE

The purpose of this MOU is to describe the cooperative workforce training, employment and economic development efforts of CareerSource Escarosa and the Partner and the actions to be taken by each to assure the coordination of their efforts in accordance with state-issued requirements in order to establish and maintain an effective and successful One-Stop System.

This agreement is intended to coordinate resources, to prevent duplication and ensure the effective and efficient delivery of workforce services in Escambia and Santa Rosa counties. In addition, this agreement will establish joint processes and procedures that will enable the Partner to integrate with the current One-Stop service delivery system resulting in a seamless and comprehensive array of education, human services, job training, and other workforce development services within Escambia and Santa Rosa counties, Florida.

The parties to this document agree to coordinate and perform the activities and services described herein within the scope of legislative requirements governing the parties' respective programs, services, and agencies.

III. DESCRIPTION/ACCESS TO SERVICES

A. The local area workforce board d/b/a CareerSource Escarosa has been designated by the Chief Elected Officials of Escambia and Santa Rosa counties as the administrative entity, grant recipient and fiscal agent. CareerSource Escarosa and the Partner will provide access and delivery of services in accordance with 34 CFR §463.500(1), WIOA, Subtitle B, Chapter 1 §121(c)(2)(A)(i). The duly authorized agent of the recipient agrees to satisfy the requirements of 34CFR §361.505 and 34CFR §361.720. CareerSource Escarosa will perform the following functions:

1. Review this MOU annually and solicit feedback from the Partner regarding improvements, changes, and/or additions.
2. Coordinate with the Partner to provide access to workforce services and programs through the One-Stop System in accordance with published policies

Verified By: *ADa*
Date: 5/12/2026

and procedures which include the manner in which the services will be coordinated and delivered through the One-Stop System. Workforce services and programs include, but are not limited to, the allowable activities described in the WIOA and related legislation for: WIOA adult, dislocated worker and youth programs; Wagner-Peyser; Unemployment Insurance (UI); Veterans programs; Trade Adjustment Assistance (TAA); Temporary Assistance for Needy Families (TANF) program; adult education and family literacy; Perkins Act programs; and Vocational Rehabilitation.

3. Coordinate with the Partner to ensure that the needs of job seekers, youth, and individuals with barriers to employment, including individuals with disabilities, are addressed in providing access to services, including access to technology and materials that are available through the One-Stop System.
4. Coordinate with the Partner for the funding of the infrastructure costs of the One-Stop Career Centers in accordance with 20 CFR §678.700 through §678.755 of the federal regulations promulgated under WIOA and the funding of shared services and operating costs in accordance with 20 CFR §678.760 of the WIOA and any state infrastructure funding mechanism requirements issued by the State of Florida.
5. Maintain the statewide "CareerSource" branding of each center.
6. Maintain and operate at least one comprehensive One-Stop career center within the local workforce development area (Region 1: Escambia and Santa Rosa counties) that shall be open to the public from 8:00 a.m. until 4:00 p.m., Monday through Friday (excluding recognized holidays and emergency situations.).
7. Provide an area for the Partner's meetings and/or co-location as space permits.
8. Model CareerSource Escarosa core values and maintain a professional working environment.
9. Abide by all of its policies, rules, and procedures and applicable Florida statutes and rules.
10. Include the following in infrastructure funding agreements:
 - a. The period of time the infrastructure funding agreement is effective, which may be a different time period than the duration of this MOU.
 - b. Identification of an infrastructure and shared services budget that will be periodically reconciled against actual costs incurred and adjusted accordingly to ensure that it reflects a cost allocation methodology that demonstrates how infrastructure costs are charged to each partner in proportion to its use of the one-stop center and relative benefit received, and that complies with 2 CFR part 200 (or any corresponding similar regulation or ruling).

- c. Identification of all one-stop partners, chief elected officials and LWDB participating in the infrastructure funding arrangement.
 - d. Steps the LWDB, chief elected officials and one-stop partners used to reach consensus or an assurance that the local area followed the guidance for the state funding process.
 - e. Description of the process to be used among partners to resolve issues during the MOU duration period when consensus cannot be reached.
 - f. Description of the periodic modification and review process to ensure equitable benefit among one-stop partners.
 - g. Signatures of individuals with authority to bind the signatories to an IFA, including all partners, chief elected officials and LWDBs participating in an IFA.
11. Use federal guidelines, and Career Source Florida Administrative Policy Number 106 to Allocate Infrastructure Costs pursuant to the following process:
- a. Identify One-Stop career center operating costs, including infrastructure costs and additional costs.
 - b. Develop the operating budget that includes an infrastructure costs budget and additional costs budget.
 - c. Develop the cost allocation methodology, including the identification of cost pools and allocation bases.
 - d. Determine estimated partner contributions.
 - e. Prepare and agree to the IFAs (Attachment "A").
- B. The Partner will perform the following functions:
- 1. Coordinate with CareerSource Escarosa to provide access to its workforce services and programs through the One-Stop System in accordance with published policies and procedures which include the manner in which the services will be coordinated and delivered through the One-Stop System.
 - 2. Coordinate with CareerSource Escarosa to ensure that the needs of job seekers, youth, and individuals with disabilities, are addressed in providing access to services, including access to technology and materials that are available through the One-Stop System.
 - 3. Coordinate with CareerSource Escarosa for the funding of the infrastructure costs of the One-Stop career centers in accordance with 20 CFR §678.700 through §678.755 and the funding of shared services and operating costs in accordance with 20 CFR §678.760 and any infrastructure funding mechanisms

issued by the State of Florida. The duly authorized agent of the recipient agrees to satisfy the requirements of 34 CFR §361.505 and 34 CFR §361.720.

4. Provide all logistical support necessary for its staff located within the local area to be fully integrated within the One-Stop System.
5. Provide CareerSource Escarosa with outcome numbers for performance data tracking, on request.
6. Participate in local recruiting events and share information with one another on placement and performance.
7. Provide feedback to CareerSource Escarosa management regarding the performance of the One-Stop collaboration, including its effectiveness and success.
8. Participate in career center periodic meetings to provide updates on the Partner's programs and procedures to CareerSource staff.
9. Provide a key leadership representative of the Partner for representation in the CareerSource Escarosa WIOA Partner's Council Meeting and participate in quarterly meetings.
10. Provide the following services to CareerSource Escarosa staff and customers and provide a quarterly report on services that includes specifics. The quarterly report will include numbers and monetary values of each service. **The value of in-kind contribution, if applicable, will be determined during the development stage of the Infrastructure Funding Agreement.**

A. Through a referral process, provide CareerSource customers wrap-around services focused on eliminating barriers to employment and/or education. Those services are as follows:

1. GED Class Registration and GED Testing
2. Work tools, uniforms, boots, bus tickets, and/or gas cards for newly employed clients.
3. Job- and Life-skill certification training programs offered through agency Partner. Family Supportive services focused on stability and sustainability (case management, etc.).

B. Offer CareerSource case managers an opportunity to train at sponsored case management training events. The cost per attendee will be recorded on the quarterly report.

IV. ALLOCATION OF INFRASTRUCTURE COSTS

A. Cost Allocation Methodology Infrastructure costs per the annual budget are allocated by full time equivalent for Partners and programs that are physically located in the One-Stop Center.

B. Costs Reconciliation and Allocation

The One-Stop Operating Budget is subject to change based upon increases or decreases in infrastructure cost contained within. The actual infrastructure costs will be reconciled with those projected annually at the end of the fiscal year (June 30). Increases and decreases will be calculated and included in a separate invoice including reconciliation documentation, once the difference is determined.

V. STEPS UTILIZED TO REACH CONSENSUS

The Partners and CareerSource Escarosa conferred regarding the involvement of each Partner at the CareerSource Centers. The appropriate allocation bases were discussed, and those bases included were agreed upon as the most appropriate. CareerSource Escarosa proposed the initial Partner Contribution Amounts as described above and the Partners concurred with their proposal. Finally, the parties discussed the best mechanisms by which to review and reconcile actual expenses in the future and agreed to the term included in the Cost Reconciliation and Allocation Base Update section above

VI. DISPUTE AND IMPASSE RESOLUTION

All parties will actively participate in local IFA negotiations in a good faith effort to reach agreement. Any disputes shall first be attempted to be resolved informally. Should informal resolution efforts fail, then the following Dispute Resolution process must be followed:

1. If an issue arises involving this IFA, both parties will make every effort to reach a resolution in a timely and efficient manner. Either Partner may request a face-to-face meeting of the local Partners to identify and discuss the issue. If resolved and no further action is deemed necessary by the Partners, the issue and the resolution will be documented in writing.
2. If not resolved, the issue and the efforts to resolve will be documented and forwarded to the President/CEO of CareerSource Escarosa and the Director of the Partner organization. A joint decision shall be issued within 60 calendar days of receipt.
3. If dissatisfied with the decision, the dispute may be filed with the Florida Department of Commerce (FloridaCommerce) and Commissioner of the Department of Education (DOE) to review concerns and determine resolution. DEO and DOE may remand the issue back to the President/CEO of CareerSource Escarosa and to the Director of the Partner organization or impose other remedies to resolve the issue.
4. If Partners in a local area have employed the dispute resolution process and have failed to reach consensus on an issue pertaining to the IFA, then an

impasse is declared, and the State Funding Mechanism (SFM) is triggered, and the IFA will be appealed through the process established by the governor for this purpose.

5. The One-Stop Partner may appeal to the State of Florida regarding infrastructure costs, using the process described in 34 CFR §463.750, that result in a change to the One-Stop Partner's infrastructure cost contributions, updating this MOU to reflect changes to the final One-Stop Partner infrastructure cost contributions.

VII. METHODS OF REFERRAL

Internal cross-referral procures will be developed and/or reassessed based upon availability of funding, services, and program need to ensure that high quality and convenient services are available to potentially eligible customers to the One-Stop system in a matter which satisfies the requirements of 34 CFR §463.500(3), Subtitle B, Chapter 1 §121(c)(2)(iii).

VIII. CONFIDENTIALITY OF RECORDS

In the event that either party to this MOU obtains access to any records, files, or other information of the other party in connection with, or during the performance of this MOU, then that party shall keep all such records, files or other information confidential, and shall comply with all laws and regulations concerning the confidentiality of such records, files or other information to the same extent as such laws and regulations apply to the other party; provided however, that the Partner shall not be prohibited from releasing any records deemed a public record and required to be released pursuant to Chapter 119, Florida Statutes.

IX. TERM

A. In accordance with 34CFR §463.500(5)(6)(d), WIOA, Subtitle B, Chapter 1 §121(c)(2)(A)(v), this MOU is effective July 1, 2026 through June 30, 2029.

This MOU:

1. Will be reviewed, and if substantial changes have occurred, renewed, not less than once every 3-year period, to ensure appropriate funding and delivery of services.
2. Must be updated not less than every three (3) years to reflect any changes in the signatory official of the Partner, One-Stop Partners, and Chief Elected Official(s), or one-stop infrastructure funding.
3. Will not be considered executed without the signature of all parties.
4. May be terminated for convenience at any time by either party upon thirty (30) days written notice.

Neither this MOU nor any provision hereof may be changed, waived, discharged or terminated orally, but only by an instrument in writing signed by each of the parties to this agreement.

X. MERGER

This MOU constitutes and expresses the entire and integrated understanding and agreement between the parties hereto, superseding, incorporating and merging all prior understandings, agreements and discussions relating to the transactions contemplated hereby, and no agreements, understandings, prior negotiations, prior discussions, warranties, representations or covenants not herein expressed shall be binding upon the parties.

XI. ACCESS FOR INDIVIDUALS WITH BARRIERS TO EMPLOYMENT

CareerSource Escarosa One-Stop System Partners will ensure access for individuals with barriers to employment and will offer priority for services to recipients of public assistance, other low-income individuals, or individuals who are skills-deficient for individualized career services and training services funded with WIOA funds.

XII. NON-DISCRIMINATION

As required by federal and state law, participating agencies will assure that no person shall be discriminated against in consideration for or receipt of One-Stop Partner agency services and/or employment on the basis of race, ethnicity, national origin, color, gender/sex, age, religion, marital status, pregnancy, disability, sexual orientation, gender identity, or genetic information.

The One-Stop system Partner will assure compliance with the Americans with Disabilities Act of 1990, and its Amendments, which prohibits discrimination on the basis of disability, as well as applicable regulations and guidelines issued pursuant to the ADA.

One-Stop Partners agree to comply fully with the WIOA, Title VII of the Civil Rights Act of 1964, the Age Discrimination Act of 1975, Title IX of the Education Amendments of 1972, Section 504 of the Rehabilitation Act of 1973, as amended, which prohibits discrimination against qualified individuals with disabilities and the Age Discrimination Act of 1975, as amended, which prohibits discrimination on the basis of age; and 29CFR Part 37 and all other regulations implementing the aforementioned laws.

XIII. THIRD PARTY BENEFICIARY

This MOU is for the benefit of CareerSource Escarosa and the Partner, and the Chief Elected Officials of Escambia and Santa Rosa Counties, and no third party is an intended beneficiary.

XIV. GOVERNANCE

The accountability and responsibility for the One-Stop System's organizational activity and accomplishments will rest with CareerSource Escarosa and the region's Chief Elected Officials. Pursuant to the Workforce Innovation and Opportunity Act of 2014, the local Board in Partnership with the CEOs shall conduct oversight with respect to the One-Stop System.


XV. NO PARTNERSHIP OR JOINT VENTURE

This Agreement is styled as a "One-Stop Partner Agreement" for purposes of compliance with the Workforce Innovation and Opportunity Act of 2014 and the Federal regulations promulgated thereunder. The use of the term "Partner" herein is not a designation of a business entity and refers only to the collaboration of the parties to this agreement to provide public services under the ACT and shall in no way signify that the parties agree or purport to be bound under the Partnership laws of the State of Florida set forth in Chapter 620, Florida Statutes. Nothing herein contained shall constitute a business Partnership between or joint venture by the parties hereto or constitute any party the agent of the others. No party shall hold itself out contrary to the terms of this paragraph and no party shall become liable by any representation, act or omission of the other in any manner contrary to the provisions hereof.

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XVI. SIGNATURES

CareerSource Escarosa:


Lloyd Reshard (Mar 13, 2026 11:06:55 CDT)

Signature

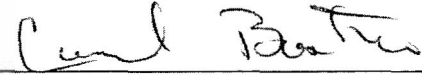
Lloyd Reshard, Chair

Printed Name

03/03/2026

Date

The School District of Santa Rosa
County:



Signature

CARA BOSTON

Printed Name

5 MARCH 2026

Date

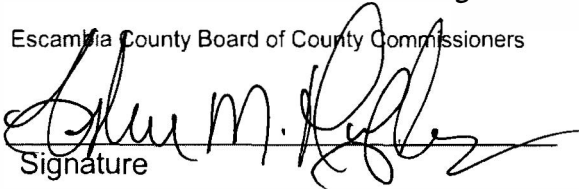
APPROVED IN SESSION

MAR - 5 2026

**SANTA ROSA COUNTY SCHOOL BOARD
SUPERINTENDENT**

Chief Local Elected Official - Region I:

Escambia County Board of County Commissioners



Signature

Ashlee M. Hofberger, Chair

Printed Name

5/7/2026

Date



ATTEST: PAM CHILDERS
Clerk of the Circuit Court

By: 
Deputy Clerk

Approved as to form and legal sufficiency.

By/Title: Christopher R. Shaffer, ACA

Date: 04-29-2026

**WORKFORCE ESCAROSA, INC
INFRASTRUCTURE FUNDING AGREEMENT (IFA)
FY2024 ONE-STOP BUDGET PROJECTION**

FTE'S	58.13	17.32	2.25	12.79	1.02	7.14	6.43	16.52	0.20	0.20	0.20	0.20	0.20	0.20	0.20	0.20	0.20	0.20	0.20	0.20
FTE PERCENTAGE	100%	29.8%	3.9%	22.0%	1.8%	12.3%	11.1%	0.28	0.3%	0.3%	0.3%	0.3%	0.3%	0.3%	0.3%	0.3%	0.3%	0.3%	0.3%	0.3%
Infrastructure Costs	FY2024 Budget	WIOA	SNAP	WTP	RESEA	WP	Veterans	Other Programs	NCBA	ECSB	PSC	CAPC	SDSARC	TCCC	VR	DBS	CS-JC			
Copier Costs	2,600	775	101	572	46	319	288	420	9	9	9	9	9	9	9	9	9	9	9	9
Equipment Rental	6,174	1,840	239	1,358	108	758	683	996	21	21	21	21	21	21	21	21	21	21	21	21
Insurance	24,919	7,425	965	5,483	437	3,061	2,756	4,021	86	86	86	86	86	86	86	86	86	86	86	86
Network/Technology	290,534	86,565	11,246	63,924	5,098	35,686	32,137	46,881	1,000	1,000	1,000	1,000	1,000	1,000	1,000	1,000	1,000	1,000	1,000	1,000
Phones/Internet	42,173	12,566	1,632	9,279	740	5,180	4,665	6,805	145	145	145	145	145	145	145	145	145	145	145	145
Ren/Utilities	460,634	137,247	17,829	101,351	8,083	56,579	50,953	74,329	1,585	1,585	1,585	1,585	1,585	1,585	1,585	1,585	1,585	1,585	1,585	1,585
Repairs/Maintenance	60,719	18,091	2,350	13,360	1,065	7,458	6,716	9,798	209	209	209	209	209	209	209	209	209	209	209	209
Supplies	16,656	4,963	645	3,665	292	2,046	1,842	2,688	57	57	57	57	57	57	57	57	57	57	57	57
Subtotal	904,409	269,471	35,006	198,992	15,870	111,087	96,314	145,938	3,112	3,112	3,112	3,112	3,112	3,112	3,112	3,112	3,112	3,112	3,112	3,112

Additional Costs	ANNUAL BUDGET	WIOA	SNAP	WTP	RESEA	WP	Veterans	Other Programs	NCBA	ECSB	PSC	CAPC	SDSARC	TCCC	VR	DBS	CS-JC
Other Programs	22,798	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
Other One Stop Costs	553,888	202,807	15,776	124,239	9,522	66,652	52,307	82,584	-	-	-	-	-	-	-	-	-
Program Management	374,047	160,417	22,924	98,854	1,919	13,433	40,143	36,357	-	-	-	-	-	-	-	-	-
WIOA Direct Services	504,242	504,242	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
Direct Client Support	2,039,601	685,996	-	471,627	-	-	-	881,978	-	-	-	-	-	-	-	-	-
Program Services	2,361,891	331,251	141,548	1,102,045	65,491	45,590	18,038	657,928	-	-	-	-	-	-	-	-	-
Service Provider Contracts	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
Sub-Awards	877,565	877,565	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
Subtotal	6,794,032	2,762,278	180,249	1,796,765	76,931	125,675	110,489	1,658,847	-	-	-	-	-	-	-	-	-

TOTAL	7,638,441	3,031,749	215,255	1,995,757	92,801	236,762	206,802	1,804,785	3,112	3,112	3,112	3,112	3,112	3,112	3,112	3,112	3,112
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WORKFORCE ESCAROSA, INC
INFRASTRUCTURE FUNDING AGREEMENT (IFA)
FY2024 ONE-STOP INFRASTRUCTURE COSTS

FTE'S	FTE PERCENTAGE	51.22	19.02	1.18	10.28	1.07	7.47	5.33	5.07	0.20		0.20		0.20		0.20		0.20		0.20		0.20	
										100%	37.1%	2.3%	20.1%	2.1%	14.6%	10.4%	9.9%	0.4%	0.4%	0.4%	0.4%	0.4%	0.4%
Infrastructure Costs	FY2024 ACTUAL	WIDA Adult	SNAP	WTP	RESEA	WP	Veterans	Other Programs	NCBA	ECSB	PSC	CAPC	SDSRC	TCCC	VR	DBS	CS-JC						
Copier Costs	3,491	1,296	80	701	73	509	363	346	14	14	14	14	14	14	14	14	14						
Equipment Rental	5,575	2,070	128	1,119	116	813	580	552	22	22	22	22	22	22	22	22	22						
Insurance	6,108	2,268	141	1,226	128	891	636	605	24	24	24	24	24	24	24	24	24						
Network/ Technology	269,263	99,988	6,203	54,042	5,625	39,270	28,020	26,653	1,051	1,051	1,051	1,051	1,051	1,051	1,051	1,051	1,051						
Phones/Internet	51,956	19,293	1,197	10,428	1,085	7,577	5,407	5,143	203	203	203	203	203	203	203	203	203						
Rent/ Utilities	405,847	150,707	9,350	81,455	8,478	59,189	42,233	40,173	1,585	1,585	1,585	1,585	1,585	1,585	1,585	1,585	1,585						
Repairs/Maintenance	132,103	49,055	3,043	26,514	2,760	19,266	13,747	13,076	516	516	516	516	516	516	516	516	516						
Supplies	4,076	1,514	94	818	85	594	424	403	16	16	16	16	16	16	16	16	16						
Subtotal	878,419	326,192	20,237	176,301	18,350	128,110	91,409	86,950	3,430	3,430	3,430	3,430	3,430	3,430	3,430	3,430	3,430						

Additional Costs	FY2024 ACTUAL	WIDA Adult	SNAP	WTP	RESEA	WP	Veterans	Other Programs	NCBA	ECSB	PSC	CAPC	SDSRC	TCCC	VR	DBS	CS-JC
Other One Stop Costs	349,152	40,763	13,549	123,317	10,417	61,703	63,381	36,024	-	-	-	-	-	-	-	-	-
Program Management	266,099	129,417	8,996	80,520	2,606	17,835	16,118	10,607	-	-	-	-	-	-	-	-	-
WIDA Direct Services	353,559	353,559	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
Direct Client Support	1,574,887	203,741	81,920	801,087	74,174	39,438	49,096	325,432	-	-	-	-	-	-	-	-	-
Program Services	581,180	269,465	30	223,287	-	-	-	88,398	-	-	-	-	-	-	-	-	-
Service Provider Cont	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
Sub-Awards	835,681	835,681	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
Subtotal	4,054,809	1,832,625	104,496	1,228,210	87,197	118,977	128,594	460,461	-	-	-	-	-	-	-	-	-

TOTAL	4,933,228	2,158,817	124,732	1,404,511	105,547	247,087	220,003	547,411	3,430	3,430	3,430	3,430	3,430	3,430	3,430	3,430	3,430
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WORKFORCE ESCAROSA, INC
INFRASTRUCTURE FUNDING AGREEMENT (IFA)
FY2025 ONE-STOP BUDGET PROJECTION

FTE'S	64.01	22.43	2.34	16.08	7.70	1.10	7.70	4.40	0.63	0.23	0.20	0.20	0.20	0.20	0.20	0.20	0.20	0.20	0.20	0.20
FTE PERCENTAGE	100.00%	35.0%	3.7%	25.1%	12.0%	1.7%	12.0%	6.9%	1.0%	0.4%	0.3%	0.3%	0.3%	0.3%	0.3%	0.3%	0.3%	0.3%	0.3%	0.3%
	FY2025 BUDGET	WIOA	SNAP	WTP	WP	RESEA	Veterans	Other Programs	NCBA	ECSD	PSC	CAPC	SDSRC	TCCC	VR	DBS	CS-IC			
Infrastructure Costs																				
Copier Costs	1,131	396	41	284	136	19	136	78	11	4	4	4	4	4	4	4	4	4	4	
Equipment Rental	4,262	1,494	156	1,071	513	73	513	293	42	15	13	13	13	13	13	13	13	13	13	
Insurance	16,265	5,700	595	4,086	1,957	280	1,957	1,118	159	58	51	51	51	51	51	51	51	51	51	
Network/Technology	248,023	86,918	9,068	62,311	29,838	4,263	29,838	17,050	2,422	891	775	775	775	775	775	775	775	775	775	
Phones/Internet	62,615	21,943	2,289	15,731	7,533	1,076	7,533	4,304	611	225	196	196	196	196	196	196	196	196	196	
Rent/Utilities	477,161	167,217	17,445	119,877	57,404	8,201	57,404	32,802	4,659	1,715	1,491	1,491	1,491	1,491	1,491	1,491	1,491	1,491	1,491	
Repairs/Maintenance	92,181	32,304	3,370	23,159	11,090	1,584	11,090	6,337	900	331	288	288	288	288	288	288	288	288	288	
Supplies	4,000	1,402	146	1,005	481	69	481	275	39	14	12	12	12	12	12	12	12	12	12	
Subtotal	905,638	317,373	33,110	227,524	108,951	15,564	108,951	62,258	8,843	3,254	2,830	2,830	2,830	2,830	2,830	2,830	2,830	2,830	2,830	

Additional Costs	ANNUAL BUDGET	WIOA	SNAP	WTP	WP	RESEA	Veterans	Other Programs	NCBA	ECSD	PSC	CAPC	SDSRC	TCCC	VR	DBS	CS-IC
Other Programs	104,070	-	-	-	-	-	-	43,872	-	-	-	-	-	-	-	-	-
Other One Stop Costs	583,898	191,983	23,327	160,194	76,777	10,968	76,777	43,872	-	-	-	-	-	-	-	-	-
Program Management	360,253	197,679	14,923	102,524	17,550	2,507	11,282	13,789	-	-	-	-	-	-	-	-	-
WIOA Direct Services	560,887	560,887	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
Direct Client Support	1,896,256	236,660	130,213	949,504	58,616	72,943	105,365	342,956	-	-	-	-	-	-	-	-	-
Program Services	1,226,500	717,500	-	222,000	-	-	-	287,000	-	-	-	-	-	-	-	-	-
Sub-Awards	900,000	900,000	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
Subtotal	5,631,863	2,804,709	168,463	1,434,221	152,942	86,418	193,423	687,617	-	-	-	-	-	-	-	-	-

TOTAL	6,537,501	3,122,082	201,572	1,661,745	261,893	101,982	302,374	749,875	8,843	3,254	2,830	2,830	2,830	2,830	2,830	2,830	2,830
FY 2024 IFA Projection									(3,112)	(3,112)	(3,112)	(3,112)	(3,112)	(3,112)	(3,112)	(3,112)	(3,112)
FY 2024 IFA Actual									3,430	3,430	3,430	3,430	3,430	3,430	3,430	3,430	3,430
FY 2024 True-up									318	318	318	318	318	318	318	318	318
Total Due CSE									9,161	3,572	3,148	3,148	3,148	3,148	3,148	3,148	3,148

**MEMORANDUM OF UNDERSTANDING ONE-STOP CAREER CENTER SYSTEM
And The School District of Santa Rosa County**

INFRASTRUCTURE FUNDING AGREEMENT

This Infrastructure Funding Agreement corresponds with the Memorandum of Understanding One-Stop Career Center Systems and the School District of Santa Rosa County, effective July 1, 2026 through June 30, 2029.

III. DESCRIPTION/ACCESS TO SERVICES

A., 4. Coordinate with the Partner for the funding of the infrastructure costs of the One-Stop Career Centers in accordance with 20 CFR §678.700 through §678.755 of the federal regulations promulgated under WIOA and the funding of shared services and operating costs in accordance with 20 CFR §678.760 of the WIOA and any state infrastructure funding mechanism requirements issued by the State of Florida.

a. Effective Period

The Infrastructure Funding Agreement shall commence on July 1, 2026 through June 30, 2029.

b. Cost Allocation Methodology

Infrastructure costs per the annual budget are allocated by full time equivalent for Partners and programs that are physically located in the One-Stop Center. Partners who have elected not to have their representatives in the One-Stop center but offer a technology option to serve customers will be calculated using .20 FTE, which is equivalent to one workday per week. This will be done in an effort to remedy the imbalance of non-physical represented Partners, and to comply with the requirement of Partners' contributions having to be in proportion to the Partners' use of the one-stop center and relative benefit received.

c. Payment

CareerSource Escarosa shall submit to the Partner, a quarterly invoice to cover costs that are agreed to, to be paid within 30 days. Refer to Attachment A (Prior Year One Stop Budget Projection, Infrastructure Reconciliation (Actual), and current Year One Stop Budget Projection).

The infrastructure funding cost will be developed and agreed to by September 30th of each Program Year and will be included with the MOU as Attachment "A". In case the infrastructure funding cost is not available by September 30th, the current cost will remain in effect until the new cost is developed and agreed to.


d. Costs Reconciliation and Allocation

The One-Stop Operating Budget is subject to change based upon increases or decreases in infrastructure cost contained within. The actual infrastructure costs will be reconciled with those projected annually at the end of the fiscal year (June 30). Increases and decreases will be calculated and included in a separate invoice including reconciliation documentation, once the difference is determined.

Verified By:  Date: 5/12/2026


XVI. SIGNATURES

CareerSource Escarosa:


Lloyd Reshard (Mar 13, 2026 08:45:55 CDT)
Signature

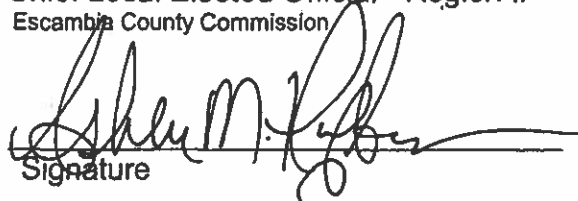
Lloyd Reshard, Chair
Printed Name
3/03/2026
Date

The School District of Santa Rosa
County:


Signature

Printed Name
3/9/26
Date

Chief Local Elected Official - Region I:
Escambia County Commission


Signature

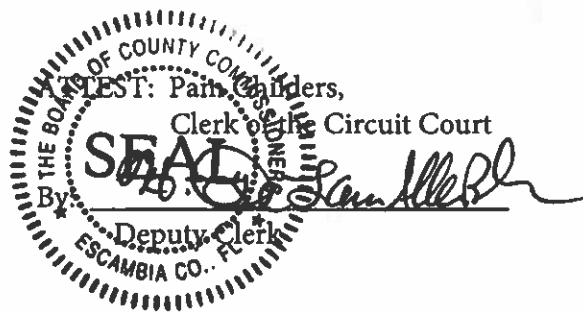
Ashlee M. Hofberger, Chair
Printed Name
5/7/2026
Date

BCC Approved: 5/7/2026

APPROVED IN SESSION

MAR - 5 2026

**SANTA ROSA COUNTY SCHOOL BOARD
SUPERINTENDENT**



**WORKFORCE ESCAROSA, INC
INFRASTRUCTURE FUNDING AGREEMENT (IFA)
FY2024 ONE-STOP BUDGET PROJECTION**

FTE'S	FY2024 Budget	58.13 100%	17.32 29.8%	2.25 3.9%	12.79 22.0%	1.02 1.8%	7.14 12.3%	6.43 11.1%	16.52 0.28	0.20		0.20		0.20		0.20		0.20		0.20	
										NCBA	ECSB	PSC	CAPC	SDSRC	TCCC	VR	DBS	CS-JC	NCBA	ECSB	PSC
Infrastructure Costs																					
Copier Costs	2,600		775	101	572	46	319	288	420	9	9	9	9	9	9	9	9	9	9	9	9
Equipment Rental	6,174		1,840	239	1,358	108	758	683	996	21	21	21	21	21	21	21	21	21	21	21	21
Insurance	24,919		7,425	965	5,483	437	3,061	2,756	4,021	86	86	86	86	86	86	86	86	86	86	86	86
Network/Technology	290,534		86,565	11,246	63,924	5,098	35,686	32,137	46,881	1,000	1,000	1,000	1,000	1,000	1,000	1,000	1,000	1,000	1,000	1,000	1,000
Phones/Internet	42,173		12,566	1,632	9,279	740	5,180	4,665	6,805	145	145	145	145	145	145	145	145	145	145	145	145
Rent/Utilities	460,634		137,247	17,829	101,351	8,083	56,579	50,953	74,329	1,585	1,585	1,585	1,585	1,585	1,585	1,585	1,585	1,585	1,585	1,585	1,585
Repairs/Maintenance	60,719		18,091	2,350	13,360	1,065	7,458	6,716	9,798	209	209	209	209	209	209	209	209	209	209	209	209
Supplies	16,656		4,563	645	3,665	292	2,046	1,842	2,688	57	57	57	57	57	57	57	57	57	57	57	57
Subtotal	904,409		269,471	35,006	198,992	15,870	111,087	96,314	145,938	3,112	3,112	3,112	3,112	3,112	3,112	3,112	3,112	3,112	3,112	3,112	3,112

Additional Costs	ANNUAL BUDGET	WIOA	SNAP	WTP	RESEA	WP	Veterans	Other Programs	NCBA	ECSB	PSC	CAPC	SDSRC	TCCC	VR	DBS	CS-JC
Other One Stop Costs	553,888	202,807	15,776	124,239	9,522	66,652	52,307	82,584	-	-	-	-	-	-	-	-	-
Program Management	374,047	160,417	22,974	98,854	1,919	13,433	40,143	36,357	-	-	-	-	-	-	-	-	-
WIOA Direct Services	504,242	504,242	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
Direct Client Services	2,039,601	685,996	-	471,627	-	-	-	881,978	-	-	-	-	-	-	-	-	-
Program Services	2,361,891	331,251	141,548	1,102,045	65,491	45,590	18,038	657,928	-	-	-	-	-	-	-	-	-
Service Provider Contracts	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
Sub-Awards	877,565	877,565	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
Subtotal	6,734,032	2,762,278	180,249	1,796,765	76,931	125,675	110,489	1,658,847	-	-	-	-	-	-	-	-	-

TOTAL	7,638,441	3,031,749	215,255	1,995,757	92,801	236,762	206,802	1,804,785	3,112	3,112	3,112	3,112	3,112	3,112	3,112	3,112	3,112
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WORKFORCE ESCAROSA, INC
INFRASTRUCTURE FUNDING AGREEMENT (IFA)
FY2024 ONE-STOP INFRASTRUCTURE COSTS

FTE'S	FTE PERCENTAGE	51.22	19.02	1.18	10.28	1.07	7.47	5.33	5.07	0.20		0.20		0.20		0.20		0.20		0.20	
										100%	37.1%	2.3%	20.1%	2.1%	14.6%	10.4%	9.9%	0.4%	0.4%	0.4%	0.4%
Infrastructure Costs		FY2024 ACTUAL	WIOA Adult	SNAP	WTP	RESEA	WP	Veterans	Other Programs	NCBA	ECSB	PSC	CAPC	SDSRC	TCCC	VR	DBS	CS-JC			
		3,491	1,296	80	701	73	509	363	346	14	14	14	14	14	14	14	14	14	14	14	
		5,575	2,070	128	1,119	116	813	580	552	22	22	22	22	22	22	22	22	22	22	22	
		6,108	2,268	141	1,226	128	891	636	605	24	24	24	24	24	24	24	24	24	24	24	
		269,263	99,988	6,203	54,042	5,625	39,270	28,020	26,653	1,051	1,051	1,051	1,051	1,051	1,051	1,051	1,051	1,051	1,051	1,051	
		51,956	19,293	1,197	10,428	1,085	7,577	5,407	5,143	203	203	203	203	203	203	203	203	203	203	203	
		405,847	150,707	9,350	81,455	8,478	59,189	42,233	40,173	1,585	1,585	1,585	1,585	1,585	1,585	1,585	1,585	1,585	1,585	1,585	
		132,103	49,055	3,043	26,514	2,760	19,266	13,747	13,076	516	516	516	516	516	516	516	516	516	516	516	
		4,076	1,514	94	818	85	594	424	403	16	16	16	16	16	16	16	16	16	16	16	
		878,419	326,192	20,237	176,301	18,350	128,110	91,409	86,950	3,430	3,430	3,430	3,430	3,430	3,430	3,430	3,430	3,430	3,430	3,430	

Additional Costs	FY2024 ACTUAL	WIOA Adult	SNAP	WTP	RESEA	WP	Veterans	Other Programs	NCBA	ECSB	PSC	CAPC	SDSRC	TCCC	VR	DBS	CS-JC
Other One Stop Costs	349,152	40,763	13,549	123,317	10,417	61,703	63,381	36,024	-	-	-	-	-	-	-	-	-
Program Management	266,099	129,417	8,996	80,520	2,606	17,835	16,118	10,607	-	-	-	-	-	-	-	-	-
WIOA Direct Services	353,559	353,559	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
Direct Client Support	1,574,887	203,741	81,920	801,087	74,174	39,438	49,096	325,432	-	-	-	-	-	-	-	-	-
Program Services	581,180	269,465	30	223,287	-	-	-	88,398	-	-	-	-	-	-	-	-	-
Service Provider Cont	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
Sub-Awards	835,681	835,681	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
Subtotal	4,054,809	1,832,625	104,496	1,228,210	87,197	118,977	128,594	460,461	-	-	-	-	-	-	-	-	-

TOTAL	4,933,228	2,158,817	124,732	1,404,511	105,547	247,087	220,003	547,411	3,430	3,430	3,430	3,430	3,430	3,430	3,430	3,430	3,430
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