

TERM SHEET
FOR
GRANT AWARD AGREEMENT
BETWEEN
TRIUMPH GULF COAST, INC.
AND
FLORIDA’S GREAT NORTHWEST, INC. (Project #213)

This Term Sheet summarizes the basic terms upon which Triumph Gulf Coast, Inc. (“**Triumph**”) is considering awarding a grant to Florida’s Great Northwest, Inc., a Florida not-for-profit corporation (“**Grantee**”) under the Triumph Gulf Coast Trust Fund. This Term Sheet is intended for discussion and negotiation purposes only and (a) does not constitute a grant, or an approval of a grant, by Triumph to Grantee, and (b) does not create any binding obligations on Triumph or Grantee with respect to (i) any grant, (ii) any approval of a grant, or (iii) engaging in any further discussions or negotiations with respect to a grant. Any binding agreement between Triumph and Grantee with respect to any grant must be contained in a definitive grant award agreement (the “**Agreement**”), approved by Board of Directors of Triumph and the Board of Directors of Grantee and executed by Triumph and Grantee. At any time prior to such execution of the Agreement, either Triumph or Grantee may terminate negotiations, and upon such termination, neither party shall have any liabilities or obligations to the other.

GRANT AMOUNT: \$440,000.00

PURPOSE: To provide partial funding to implement a research and marketing agenda targeted at diversification, enhancement, and recovery of the eight disproportionately affected counties identified in the Triumph Gulf Coast Trust Fund enabling statute (the “**Project**”), all as further described in Grantee’s Application for Funds submitted to Triumph (the “**Grant Application**”).

The Project has two parts: (1) Research, Analysis, and Vendor Management (“**Research**”), and (2) Marketing and Business Development (“**Marketing**”).

The Research portion includes the following elements: Year 1 – complete Labor Supply & Demand Analysis. Given access to Florida’s PK-20 Education Data Warehouse, initial ROI Analysis provided regarding CTE programs offered in Florida. Summary level data provided to Triumph for data-driven assessment. Year 2 –Updates to Supply and Demand Analysis (forecasts and economic conditions). If updated outcome data is available from Florida’s PK-20 Education Data Warehouse, updated data will be applied to the ROI analysis. Year 3 – Updates to Supply and Demand Analysis (forecasts and economic conditions). Given the available student outcome data (FL Education Data Warehouse), finalize ROI impact analysis and provide data to Triumph.

The Marketing portion includes the following elements: Year 1 – Photo/Video shoots completed. Begin to create marketing materials and conduct business

development initiatives. Year 2 – Launch website. All materials ready for promotion. Kick off marketing outreach initiatives and continue business development efforts. Year 3 – Continue marketing and business development initiatives.

FUNDING:

Grantee is contributing \$470,000.00 toward the Project (the “**Matching Funds**”). The total Project cost is estimated to be \$910,000.00, of which (i) Grantee’s Matching Funds shall total not less than \$470,000.00, and (ii) Triumph shall provide a maximum of \$440,000.00 under the grant. To the extent that the actual cost of the Project exceeds \$910,000.00, Grantee shall be solely responsible for such excess. The grant funds shall be allocated as follows:

Research, Analysis, and Vendor Management:	\$220,000.00
<u>Marketing and Business Development:</u>	<u>\$220,000.00</u>
Total	\$440,000.00

All of the Matching Funds shall be allocated to Marketing and Business Development.

Funding of the grant shall occur and be conditional and subject to clawbacks as follows:

1. Delivery of labor supply and demand analysis study to Triumph staff satisfaction and research management: \$30,000 will be funded following execution of the Agreement, and an additional \$30,000 will be funded after acceptance by Triumph of the completed study. Grantee’s failure to deliver the labor supply and demand analysis study by June 30, 2021 shall result in the initial \$30,000 funding being clawed back by Triumph.
2. Completion of photo/video/marketing materials to Triumph staff satisfaction: \$50,000 will be funded following execution of the Agreement and delivery of a marketing plan, and an additional \$50,000 will be funded following confirmation by Triumph of satisfactory completion of this task. Grantee’s failure to deliver the photo/video/marketing materials by June 30, 2021, shall result in the initial \$50,000 funding being clawed back by Triumph.
3. Completion of occupation-specific ROI analysis using DOE education data warehouse (EDW) data. This component will not be undertaken by Grantee nor reimbursed by Triumph unless DOE EDW data are available. Once it is confirmed that DOE will provide these data, \$25,000 will be funded following initiation of analysis of the DOE EDW data, and an additional \$25,000 will be funded following Triumph’s acceptance of the completed analysis. Grantee’s failure to deliver the completed analysis by June 30, 2022 shall result in the initial \$25,000 funding being clawed back by Triumph.
4. Year 2 update of previously completed labor supply and demand analysis and ROI analysis and research management: \$31,000 will be funded following acceptance by Triumph of Grantee’s analysis plan, and an additional \$24,000 will be funded following confirmation by Triumph of Grantee’s satisfactory completion of the analyses; provided, however, that both initial and final grant fundings shall be reduced by \$12,000 (i.e., total of \$24,000) if DOE EDW data are not available. Grantee’s failure to deliver the completed

- analysis by June 30, 2022 shall result in the initial \$31,000 funding being clawed back by Triumph.
5. Year 2 creation of additional marketing materials, and initiation of media buys: \$50,000 will be funded following acceptance by Triumph staff of Grantee's plan for development of Year 2 marketing materials, and an additional \$50,000 will be funded following confirmation by Triumph of satisfactory completion of task. Grantee's failure to deliver the Year 2 marketing materials by June 20, 2022 shall result in the initial Year 2 \$50,000 funding being clawed back by Triumph.
 6. Year 3 update of supply and demand analysis and ROI analysis using DOE EDW data and Research Management: \$31,000 will be funded following acceptance by Triumph of Grantee's analysis plan, and an additional \$24,000 will be funded following confirmation by Triumph of Grantee's satisfactory completion of the analyses; provided, however, that both initial and final grant fundings shall be reduced by \$12,000 (i.e., total of \$24,000) if DOE EDW data are not available. Grantee's failure to deliver the completed analyses by June 30, 2023 shall result in the initial \$31,000 funding being clawed back by Triumph.
 7. Year 3 \$20,000 will be funded following of delivery of Grantee's marketing & business development report. Failure to deliver a final report and maintain the website in Year 3 shall result in the \$20,000 funding being clawed back by Triumph.

As each of the above items are satisfied, Grantee shall submit to Triumph a written Request for Funding (an "**Request for Funding**") for the amounts specified, together with copies of the subject reports, analyses, and other documents as Triumph shall require in order to determine that the conditions to the funding have been satisfied. In no event shall the cumulative fundings made by Triumph exceed the \$440,000.00 maximum amount of the grant.

Grantee shall notify the Triumph Program Administrator via email each time a Request for Funding is submitted. Upon Triumph's receipt of (a) notification to the Program Administrator, and (b) a Request for Funding that includes all required supporting documents, Triumph shall have forty-five (45) days from receipt to review and approve or disapprove of a Request for Funding, and if approved, thirty (30) days to fund the grant funds to Grantee. If Triumph disapproves the Request for Funding, Triumph shall deliver a notice of disapproval within such forty-five (45) day period that states the reasons for such disapproval. If the stated reasons for disapproval can be cured by Grantee's submittal of missing or corrective items, Grantee shall have thirty (30) days following receipt of the notice of disapproval to submit such missing or corrective items. If Triumph fails to notify Grantee of its disapproval of the Request for Funding within forty-five (45) days of receipt, such Request for Funding shall be deemed disapproved.

None of the grant funds shall be used as a reimbursement of items purchased by Grantee prior to the date of the Agreement.

Triumph will honor requests for funding; provided, however, that Triumph may elect

- (a) Failure to satisfy the conditions for funding and/or missing or incomplete documentation;
- (b) The Request for Funding seeks funding for items other than as described above or as shown on the budget/timeline attached hereto (the “**Budget**”);
- (c) The amount requested for funding under the Request for Funding, together with all amounts previously funded under the grant, would exceed the \$440,000.00 maximum amount of the grant; or the amount requested for funding under the Request for Funding for a particular budget category, together with all amounts previously funded for such budget category, would exceed the maximum amount allocated to such budget category; or Grantee failed to use any grant funds funded to date in the amounts and for the purposes stated in the Budget;
- (d) Grantee made a misrepresentation or omission of a material nature in the Grant Application, or any supplement or amendment to the Grant Application, or with respect to any document or data furnished with the Grant Application or pursuant to the Agreement;
- (e) There is any pending litigation with respect to the performance by Grantee of any of its duties or obligations which may jeopardize or adversely affect the Project, the Agreement, or funding of the grant;
- (f) Grantee has taken any action pertaining to the Project which, under the Agreement, requires the approval of Triumph, and Grantee failed to obtain such approval;
- (g) There has been a violation of the prohibited interests provisions of the Agreement;
- (h) Grantee is in material violation, default, or breach of or under any provision of the Agreement;
- (i) Grantee is in breach of any material representation or warranty contained in the Agreement;
- (j) Any federal, state, or local organization or agency (including Grantee) providing financial assistance to the Project has revoked, suspended, or terminated that financial assistance to the Project, including, but not limited to, the Matching Funds;
- (k) The Matching Funds are not being used for the intended purposes and in the amounts and at the times as set forth in a schedule of expenses approved by Triumph, and/or Grantee has failed to provide Triumph with evidence of payment of the Matching Funds toward completion of the Project;
- (l) With respect to previous fundings of the Grant and payments under Contracts, Grantee has failed to pay, or has failed to provide Triumph with evidence of payment of, the Grant for the purposes of such funding. Such evidence shall include, but not be limited to, payroll ledgers, state and federal payroll returns, job descriptions, cancelled checks, wire transfer confirmations;

(m) Prior to the completion date of the Project, Grantee has abandoned or discontinued the Project, or for any reason the commencement, prosecution, or timely completion of the Project by Grantee is rendered improbable, infeasible, impossible, or illegal;

(n) All or any portion of the requested funding includes funding for items that are outside the scope of the Project that is contemplated under the Budget;

(o) One or more of the Contracts previously approved or deemed approved by Triumph have been modified, amended, or terminated, or have been subject to a change order, without the prior written consent or deemed approval of Triumph; provided, however, that any change order under \$5,000 shall not be subject to approval under the Agreement;

(p) Without the prior approval of Triumph, the total Project cost as set forth in the Budget, the overall Budget, and/or a particular Budget category, has been increased or decreased by more than 5%; and/or Grantee's share of the Matching Funds has decreased by more than 5%;

(q) Completion of the Project is not on schedule for completion by the completion date;

(r) Grantee has failed to maintain in full force and effect all insurance required under the Agreement;

(s) Grantee is not in compliance with all applicable environmental laws and regulations;

(t) Grantee is not in compliance with the competitive bidding requirements set forth in the Agreement; and/or

(u) Grantee is not in compliance with the equal employment opportunity and other labor provisions as required in the Agreement.

**ELIGIBLE COSTS/
DOCUMENT-
ATION:**

Grantee shall seek funding only for costs of the Project as shown or contemplated under the Budget attached to the Agreement. All amounts paid by Grantee with respect to the Project shall be supported by properly executed invoices, contracts, vouchers, and payroll records evidencing in proper detail the nature and propriety of the charges and use of the Matching Funds. Any check or order drawn by Grantee with respect to any item which is or will be chargeable against the Project account will be drawn only in accordance with a properly signed voucher then on file in the office of Grantee stating in proper detail the purpose for which such check or order is drawn. All checks, invoices, contracts, vouchers, orders, payroll records, or other accounting documents pertaining in whole or in part to the Project shall be clearly identified, readily accessible, and, to the extent feasible, kept separate and apart from all other such documents.

**MAINTENANCE
OF RECORDS:**

Grantee shall establish separate accounts to be maintained within its existing accounting system or establish independent accounts (the "Project account"). Records of costs incurred shall be maintained in the Project account and made available upon request to Triumph at all times during the period of the Agreement and for eight (8) years after final grant payment is made. Copies of these documents and records shall be furnished to Triumph upon request. Records of costs incurred include Grantee's general accounting records and the Project records, together with supporting documents and records, of Grantee and all consultants and sub-consultants performing work on the Project and all other records of Grantee and consultants considered necessary by the Triumph for a proper audit of costs. If any litigation, claim, or audit is started before the expiration of the eight (8) year period, the records shall be retained until all litigation, claims, or audit findings involving the records have been resolved.

AUDITS:

The grant shall be subject to audits and/or monitoring by Triumph. Grantee shall submit an annual report to Triumph on or before October 31 of each year reporting on the progress of the Project and the achievement of the forecasted number of certifications. Such annual report shall include copies of Grantee's audited financial statements.

**TERMINATION
OR SUSPENSION
OF PROJECT:**

If Grantee abandons or, before completion, finally discontinues the Project; or for any other reason, the commencement, prosecution, or timely completion of the Project by Grantee is rendered improbable, infeasible, impossible, or illegal, Triumph will, by written notice to Grantee, suspend any or all of its obligations under the Agreement until such time as the event or condition resulting in such suspension has ceased or been corrected, or Triumph may terminate any or all of its obligations under the Agreement. Upon receipt of any final termination or suspension notice, Grantee shall upon demand by Triumph remit to Triumph all or a portion of the grant previously received.

**APPROVAL OF
CONTRACTS/
COMPLIANCE
WITH LAWS:**

Triumph shall have the right to review and approve any and all third party contracts with respect to the Project before Grantee executes or obligates itself in any manner requiring the funding of Triumph funds. Grantee shall also comply with all applicable laws regarding public records, third party contracts, labor laws, civil rights laws, and environmental laws.

CLAWBACK:

Any grant funds funded by Triumph to Grantee shall be subject to being repaid ("clawed back") in the event (i) Grantee made any materially false certification or representation to Triumph in connection with its application for the grant, under the Agreement, and/or in connection with any request for funding, and/or (ii) Grantee breached, violated, or is in any way in default under any of its obligations

under the Agreement, and/or (iii) Grantee fails to timely deliver the items identified under FUNDING above; provided, however, that Triumph shall have the discretion to waive, reduce, extend, or defer any amounts due under the clawback provisions if (i) it determines in its sole and absolute discretion that, based on quantitative evidence, the deliveries were not achieved due to negative economic conditions beyond Grantee's control, (ii) it determines in its sole and absolute discretion that Grantee made a good faith effort to achieve the deliveries and its failure to do so does not substantially frustrate the general purpose of the grant, or (iii) it determines in its sole and absolute discretion that, based on quantitative evidence, the effects of a named hurricane or tropical storm, or specific acts of terrorism, adversely affected Grantee's ability to achieve the deliveries.

**OTHER TERMS
AND**

CONDITIONS: The Agreement shall contain such other terms and conditions as required by Triumph and its counsel.

By signing below, the parties are indicating a willingness to proceed with having a draft grant award Agreement prepared on substantially the terms set forth herein. However, as indicated above, this Term Sheet is merely intended for discussion and negotiation purposes only and (a) does not constitute a grant, or an approval of a grant, by Triumph to Grantee, and (b) does not create any binding obligations on Triumph or Grantee with respect to (i) any grant, (ii) any approval of a grant, or (iii) engaging in any further discussions or negotiations with respect to a grant. Any binding agreement between Triumph and Grantee with respect to any grant must be contained in a definitive grant award Agreement, approved by Grantee of Directors of Triumph and the Grantee and executed by Triumph and Grantee. At any time prior to such execution of the Agreement either Triumph or Grantee may terminate negotiations, and upon such termination neither party shall have any liabilities or obligations to the other.

Dated: January 28, 2020

TRIUMPH:

Triumph Gulf Coast, Inc.

By: _____

Name: _____

Title: _____

Grantee:

Florida's Great Northwest, Inc., a Florida not-for-profit corporation

By: _____

Name: _____

Title: _____

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BUDGET/TIMELINE

FGNW Education ROI Research and Marketing Budget

SAMPLE Yearly Budget (please use the categories of expenses as submitted in the Funding/Budget section of your Application)

Grantee*	Year 1/2020	Year 2/2021	Year 3/2022	Total
	Florida's Great Northwest			
Maintenance/Update websites		\$10,000	\$10,000	\$20,000
PR in Targeted Industry Publications	\$30,000			\$30,000
Business Development Events	\$30,000	\$30,000	\$30,000	\$90,000
Proactive Outreach	\$10,000	\$10,000	\$10,000	\$30,000
Program Management/Execution	\$100,000	\$100,000	\$100,000	\$300,000
<i>Subtotal</i>	<i>\$170,000</i>	<i>\$150,000</i>	<i>\$150,000</i>	<i>\$470,000</i>
Match Partner**				
Triumph				
Labor Supply & Demand Analysis	\$50,000	\$26,000	\$26,000	\$102,000
ROI Impact Analysis	\$50,000	\$24,000	\$24,000	\$98,000
Research Management	\$10,000	\$5,000	\$5,000	\$20,000
Marketing	\$100,000	\$100,000	\$20,000	\$220,000
<i>Subtotal</i>	<i>\$210,000</i>	<i>\$155,000</i>	<i>\$75,000</i>	<i>\$440,000</i>
Total	\$380,000	\$305,000	\$225,000	\$910,000

*Please enter the name of the Grantee in this box

** If the Project has multiple funding partners please include a section for each

Please also include the following information

- Estimated Date Grantee will make the first request for funds for this project – Upon contract approval - expected January, 2020 – since marketing and media buys often require up-front funds to develop materials and hold placement spots.
- Estimated Date Construction &/or Renovations funded by this grant will begin (if your grant includes funds for those activities)
- Estimated Date CTE programming funded by this grant will begin (if your grant includes funds for those activities)