

CONTRACT No.: DMS 08/09-026
OPERATIONS AND MANAGEMENT SERVICE CONTRACT
BETWEEN
THE STATE OF FLORIDA
DEPARTMENT OF MANAGEMENT SERVICES
AND
GEO CORRECTIONS AND DETENTION, LLC
FOR THE
BLACKWATER RIVER CORRECTIONAL FACILITY

AMENDMENT NO.: 11

This Amendment to Contract No.: DMS 08/09-026 (the "Contract") is by and between the State of Florida acting through the Florida Department of Management Services (the "Department"), Bureau of Private Prison Monitoring (the "Bureau") and GEO CORRECTIONS AND DETENTION, LLC, a wholly owned subsidiary of THE GEO GROUP, INC. ("GEO"), 621 Northwest 53rd Street, Boca Raton, Florida 33487 ("GEO Corrections" or the "Contractor") and (collectively known as the "Parties").

NOW THEREFORE, in consideration of the mutual benefits exchanged and received, the Parties agree to amend the Contract as follows:

1. The Contract, Sub-section 5.5.1. is amended to read:

Funds will be distributed in accordance with Exhibit K - POIITWF Budget Summary which is inclusive of the following attachments: A. POIITWF Program Request and Narrative; B. Budget Instructions; and C. Budget Narrative. Services are strictly paid as cost reimbursement. No funds will be paid for services not provided.

2. Exhibit K is amended as attached and incorporated herein by reference.
3. This Amendment and Exhibits are hereby made a part of this Contract. All other terms and conditions of the Contract shall remain in full force and effect. Except as otherwise expressly set forth herein, the terms and conditions contained in the Contract and subsequent amendments are unchanged. This Amendment sets forth the entire understanding between the Parties with regard to the subject matter hereof.
4. This Amendment is effective on the last date of execution.
5. This Amendment remains subject to section 287.0582, Florida Statutes.

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SO AGREED by the Parties' authorized representatives on the dates noted below:

STATE OF FLORIDA, DEPARTMENT OF MANAGEMENT SERVICES



David Zeckman, Chief of Staff

8/28/2017
Date

GEO CORRECTIONS AND DETENTION, LLC



Amber D. Martin, Executive Vice President

8/24/2017
Date

Department of Management Services
Private Prison Monitoring
Budget Summary

Privately Operated Institutions Inmate Welfare Trust Fund (POIIWTF) Program Request

Facility:	Blackwater River Correctional Facility	Fiscal Year: 2017-2018
Previous Year's Approved Budget:	\$ 318,451.09	Comments:
Previous Year's Total Expenditure:	\$ 211,871.27	
POIIWTF Allocated Budget:	\$ 372,207.00	
POIIWTF Final Budget Approval:	\$ 325,966.90	
Balance of Allocated Budget:	\$ 46,240.10	
		For Department Use Only
Summary		Final Budget Approval
America's Vet Dogs - Salary & Benefits	\$ 53,549.86	Approved \$ 53,549.86
America's Vet Dogs - Travel	\$ 6,211.00	Approved \$ 6,211.00
America's Vet Dogs - Supplies	\$ 14,971.40	Approved \$ 14,971.40
America's Vet Dogs - Equipment	\$ 4,446.00	Approved \$ 4,446.00
America's Vet Dogs - Other (Veterinary Expenses)	\$ 6,350.00	Approved \$ 6,350.00
America's Vet Dogs - Program Total	\$ 85,528.26	\$ 85,528.26
Barbering - Salary & Benefits	\$ 53,312.74	Approved \$ 53,312.74
Barbering - Supplies	\$ 1,485.91	Approved \$ 1,485.91
Barbering - Equipment	\$ 7,139.25	Approved \$ 7,139.25
Barbering - Program Total	\$ 61,937.90	\$ 61,937.90
CDL Program - Salaries & Benefits	\$ 47,338.20	Approved \$ 47,338.20
CDL Program - Supplies	\$ 8,678.44	Approved \$ 8,678.44
CDL Program - Equipment	\$ 9,085.00	Approved \$ 9,085.00
CDL Program - Other (Instructor's DOT Physical Exam)	\$ 120.00	Approved \$ 120.00
CDL - Program Total	\$ 65,221.64	\$ 65,221.64
Virtual Welding - Salary & Benefits	\$ 48,590.10	Approved \$ 48,590.10
Virtual Welding - Supplies	\$ 32,830.00	Approved \$ 32,830.00
Virtual Welding - Materials	\$ 31,859.00	Approved \$ 31,859.00
Virtual Welding - Program Total	\$ 113,279.10	\$ 113,279.10
Offender Monitors in Housing Units	\$ 24,800.00	Denied \$ -
<i>Contemplated in Contract</i>		
Serv Safe	\$ 12,135.00	Denied \$ -
<i>Contemplated in Contract</i>		
POIIWTF Funds Requested Total:	\$ 362,901.90	
		Final Budget Approval \$ 325,966.90

Department of Management Services
Private Prison Monitoring
Attachment A: POIIWTF Program Request and Narrative
Privately Operated Institutions Inmate Welfare Trust Fund (POIIWTF)

BRCF - Service Dog Training for Veterans with PTSD - America's VetDogs

Facility:	Blackwater River Correctional Facility	Fiscal Year:	2017/2018
Title of Program:	Service Dog Training for Veterans with PTSD/America's VetDogs		
Program Instructor's Name:	Julie Stack		
Program Instructor's Title/Position:	Canine Program Director		
Total Hours of Program Participation Per Inmate Per Week:	40	POIIWTF Funds Requested:	\$85,528.26
Target Inmate Population (Inmate Criteria):	Inmates that are Military Veterans (preferred but open to non-vets)	Previous Year's Approved Budget:	\$90,086.84
OBIS Course Code:	B-OTCDOGT		

1. Program Narrative:

According to the U.S. Department of Veterans Affairs (<http://www.ptsd.va.gov/public/PTSD-overview/basics/how-common-is-ptsd.asp>) 50% of women and 60% of men suffer from PTSD. Additionally PTSD has a high rate of suicide 38% men and 12% women.

The Smithsonian Magazine (<http://www.smithsonianmag.com/science-nature/how-dogs-can-help-veterans-overcome-ptsd-137582968/>) article "How Dogs can Help Veterans Overcome PTSD" states "New Research finds that "man's best friend" could be lifesavers for the veterans of the wars in Iraq and Afghanistan". "The animals draw out even the most isolated personality, and having to praise the animals helps traumatized veterans overcome emotional numbness"

This constitutes a need to address this disorder utilizing every available means to mitigate the symptoms of PTSD for our Veterans. This program addresses these symptoms by providing highly train Service Dogs to perform tasks directly related to the individuals disability(s). Veterans receiving these dogs may have additional physical disabilities as well as PTSD.

To accomplish this, Blackwater River Correctional Facility has partnered with America's VetDogs, who are a part of the Guide Dog Foundation for the Blind. They have been providing services to disabled individuals since 1946. In 2009, the Guide Dog Foundation for the Blind became the first assistance dog school in the United States to be certified by the International Guide Dog Federation AND Assistance Dogs International. American VetDogs has found that by partnering with prisons and training inmates to train the Service Dogs decreases the training time by 3-6 months.

This partnership ensures continuity with the mission of last year's budget for this program, and enhances the inmate's education/experience in the dog training field. Individual's having the experience to train Service Dogs are becoming increasingly sought after, particularly those having experience with reputable organizations like America's VetDogs, thus opening a door for ex-offenders for excellent employment opportunities.

2. Specific Activities:

(Include information about service delivery and timelines.)

America's VetDogs provides the puppies to BRCF from their own breeding program. Puppies are picked up in Athens, GA by BRCF staff every 3-6 months. These puppies are with us for 12-14 months while being trained as PTSD Service Dogs by the inmate Canine Handler under the direct supervision of the Canine Program Director. Inmate Canine Handlers attend training classes 2-3 times a week (200 hours in class instruction) and have assigned training tasks outside of class weekly. Inmate Canine Handlers are responsible for the puppies care 24/7 Monday through Friday. On the weekends Volunteer Weekend Puppy Raisers (WPR's) take the puppies into their homes and are responsible for reinforcing obedience commands, house manner and intense socialization in public and community areas. WPR's are essential to the success of this program, Service Dogs must be acclimated to every environment a Veteran may go. WPR's commit to 60 weekends, approximately 2,880 hours per dog. WPR's attend two Obedience Training Classes, Receive an Instruction Manual and attend Monthly Training Meetings. Additionally if WPR's have behavioral/obedience issues the Canine Program Director works with the WPR on a one-on-one basis to ensure the dog overcomes these issues. Upon completion of the training at BRCF (12-14 months) adult dogs are transported via American Airlines Puppies in Flight (PIF) Program to America's VetDogs. At America's VetDogs the adult dogs receive 3 additional months of client specific training. After completion of client specific training the adult dogs are paired with a Veteran and both attend an intensive 10 day training program.

BRCF - Service Dog Training for Veterans with PTSD - America's VetDogs

3. How does this program have the potential to aid inmates' reintegration into society?

The training provided for inmates participating in this program places them above and "entry level instructor" in this profession. The training they receive is directed by some of the finest national trainers in the field, and is quite specialized, thus providing them with a very marketable skill subsequent to their release from incarceration.

Per the Smithsonian Magazine quote above, not only do the dogs help the Veterans with emotional numbness and isolation they also help the inmates.

This program is designed to work in conjunction with other behavioral modification classes so as these inmates train Service Dogs to assist Veterans, they are also being trained to restructure their thinking. They are learning about behavioral risk factors and how to overcome them through restructuring their thinking and changing their approach to problem solving and relationships. They are learning to work as a team and communicate with each other effectively. In participating in this program they are able to give back to Veterans and the community. This will help them prepare for reintegration into their family and community structures.

4. What are the specific goals and objectives of this program?

(Describe the anticipated results of the program. Explain how the activities directly and/or indirectly address the issue or need and support achievement of these results.)

The goal of this program is to provide high quality Service Dogs to Veterans with PTSD and restructure inmates thinking regarding problem solving and relationships. Ultimately changing inmates approach from a negative approach to a positive one. For the fiscal year 2016-2017 we graduated 9 dogs. The goal for 2017-2018 is 13 dogs.

5. Describe your evaluation plan for assessing how well the program met its goals and objectives.

The Canine Program Director assesses the inmate Canine Handler on a monthly basis regarding their progress as well as the dogs progress. In addition the Prison Program Coordinator from America's VetDogs conducts site inspections and assessments of the Canine Program Director, Inmate Canine Handlers and progress of the dogs. Dogs are assessed based on the standards of the Assistance Dogs International.

6. Staff Qualifications (Attach Job Description)

(Include biographical information or required minimum qualifications for any staff and volunteers):

The Canine Program Director is a qualified dog training that meets the high standards of our partnering agency Guide Dog Foundation for the Blind/America's VetDogs. Ms. Stack has over 20 years of experience in the Dog Training field. She has previously trained Service Dogs and had a very successful dog training business.

7. Attach Program Curriculum (e.g., Department of Education, Auburn University, etc.)

Curriculum - Part 1 & 2 and Attachments A through F

The warden or designee certifies that this POI/WTF application is compliant with the DMS contract, DMS IWTF policy, and all laws and rules of the State of Florida.

Chuck Maiorana
Electronic Signature

July 27, 2017
Date

Department of Management Services
Private Prison Monitoring
Attachment B: Budget Instructions

Privately Operated Institutions Inmate Welfare Trust Fund (POIIWTF)

BRCF - Service Dog Training for Veterans with PTSD - America's VetDogs

The budget narrative provides a complete description of the costs associated with the program activities. As you prepare to assemble the budget, go back through the program narrative and make a list of all personnel and non-personnel items related to the operation of the program. The list of budget items and the calculations used to arrive at the dollar figures should be summarized below. All significant costs must be broken out within the subcategories and should include a detailed description. The following information will be used by the POIIWTF Committee to determine funding level. It should include the following areas:

1. Personnel

- a. Each individual should be identified by name and position.- **Julie Stack, Canine Program Director**
- b. Time commitments should be included as hours or percentage of time stated for each position. - **40 hours weekly (Julie Stack, Canine Program Director)**
- c. The total charges for each person listed includes an explanation of how the costs have been calculated.- **\$53,549.98(Pay Rate @ \$20.5961)(\$42,839.98 x 25%)**
- d. Indicate which individuals (if any) are volunteers.

2. Fringe Benefits

- a. Identify which individuals are eligible for fringe benefits. - **Julie Stack, Canine Program Director**
- b. Identify the elements that comprise the fringe benefits figures.- **Salary x 25% (GEO burden rate)**
- c. Indicate whether fringe benefits are in the same proportion to other salaries not funded by POIIWTF. - **YES**

3. Travel

- a. The narrative must include a detailed breakdown of estimated travel costs.
Canine Program Director - 2 trips to America's VetDogs, Smithtown, NY - 2 yearly training meetings
Program Liason - 1 trip to America's VetDogs, Smithtown, NY for training
Assistant to the Canine Program Director - 1 trip to America's VetDogs, Smithtown, NY for training
BRCF Staff for Pick up of Puppies in Athens, GA (850 miles round trip) - 4 trips
- b. All travel costs must comply with state policies and procedures.-**YES**
- c. Reimbursement requests for travel must include a state travel voucher.-**YES**
- d. For each trip, indicate destination, estimated mileage, method of travel, cost per mile and duration, number of travelers, per diem rate for meals and lodging.

Airfare to America's VetDogs, Smithtown, NY - 4 trips * 800.00 airfare =	\$3,200.00
Baggage for each trip 8 (4 round trip) * \$ 25.00	\$200.00
Airport Parking \$ 6.00/day * 20 days	\$120.00
Meals \$ 36.00/day * 23 days	\$828.00
Car Rental for Smithtown, NY - 1 vehicles * 350.00 =	\$350.00
BRCF Staff for Pick up of Puppies in Athens, GA (850 miles round trip) - 4 trips	
4 trips * 850 miles = 3400 miles * .445 =	\$1,513.00
	\$6,211.00

***All Lodging is provided by America's VetDogs**

- e. Detail the purpose of the proposed travel.

This program is a partnership with America's VetDogs in Smithtown, NY. The purpose of the travel to NY is for training at the Guide Dog Foundation for the Blind/America's VetDogs. The training is designated to update staff regarding administrative procedures and rules. America's VetDogs also requires attendees to present how their facility has addressed and resolved unique challenges. Most importantly, it provides a mechanism to ensure continuity of programming fo all facilities.

- f. For each item, include an explanation of how these charges are necessary for the successful completion of the program.

These charges are necessary to ensure staff facilitating this program are informed and performing to the standards expected by America's VetDogs in order to help the inmate Canine Handlers fulfill their mission of producing the highest quality Service Dogs for the Veteran client.

BRCF - Service Dog Training for Veterans with PTSD - America's VetDogs

4. Supplies

Refer to Attachment C - Budget Narrative

- d. Explain how these charges are necessary for the successful completion of the program.

These items are necessary for the office operations and maintenance of documentation

5. Equipment Rental/Purchase

Refer to Attachment C - Budget Narrative

6. Other

Refer to Attachment C - Budget Narrative

Department of Management Services

Private Prison Monitoring

Attachment C: Budget Narrative

Privately Operated Institutions Inmate Welfare Trust Fund (POIIWTF)

BRCF - Service Dog Training for Veterans with PTSD - America's VetDogs

Facility:	BRCF	Fiscal Year:	2017/2018
Title of Program:	Service Dog Training for Veterans with PTSD/America's VetDogs	Program Instructor's Name:	Julie Stack
Previous Year's Approved Budget for This Program:	\$ 90,086.84		
Previous Year's Expenditure for This Program:	\$ 67,436.59		
POIIWTF Funds Requested for This Program:	\$ 85,528.26		

Budget Summary (Lines can be added as needed)

Item	Quantity	Amount Requested	Narrative
Staffing Salary	1	\$ 42,839.89	\$20.5961 hourly rate x 2080 hrs per yr
Staffing Fringe Benefits	1	\$ 10,709.97	25% Benefits
Total Salary & Benefits		\$ 53,549.86	
Travel	see narrative	\$ 6,211.00	
Supplies	see narrative	\$ 14,971.40	
Equipment	see narrative	\$ 4,446.00	
Other (Please Specify in Narrative)	see narrative	\$ 6,350.00	
Total		\$ 85,528.26	

Supplies & Materials Breakdown (Lines can be added as needed)

Description	Number of Units	Cost Per Unit	Total Cost
Conditioner (concentrate)	2	\$50.00	\$ 100.00
Dog Food (per month / 17 dogs)	12	\$750.00	\$ 9,000.00
Disinfectant (Kennel Area)	12	\$57.20	\$ 686.40
Ear Cleaner	2	\$40.00	\$ 80.00
Flea Preventative	35	\$65.00	\$ 2,275.00
Gloves	1	\$25.00	\$ 25.00
Kennel Area Maint. (concrete repair, lawn disinfectant, lawn repair due to urine and heavy traffic, etc.)	15	\$75.00	\$ 1,125.00
Nylon Bones	20	\$10.00	\$ 200.00
OTC Canine Meds./Supplies	15	\$13.00	\$ 195.00
Paper Towels	10	\$20.00	\$ 200.00
Pens	6	\$5.00	\$ 30.00
Poop Bags (for elimination p/u)	16	\$20.00	\$ 320.00
Shampoo (concentrate)	2	\$50.00	\$ 100.00
Specimen Containers (bulk pack)	1	\$60.00	\$ 60.00
Sterilized Bones	25	\$8.00	\$ 200.00
Toner Cartridges	2	\$60.00	\$ 120.00
Trash Bags (for elimination station)	2	\$15.00	\$ 30.00
Treats (17 dogs)	25	\$9.00	\$ 225.00
Supplies & Materials Total			\$ 14,971.40

Equipment Breakdown (Lines can be added as needed)			
Description	Number of Units	Cost Per Unit	Total Cost
Bottles (Bulk for shampoo, conditioner)	2	\$16.00	\$ 32.00
Camera (pictures are taken of the pups at all stages/ages. When the pups return to NY the pictures are made into an album for the Veteran client)	1	\$250.00	\$ 250.00
CD's for target practice	25	\$30.00	\$ 750.00
Collars	20	\$12.00	\$ 240.00
Crates	15	\$70.00	\$ 1,050.00
Dog Brush	10	\$12.00	\$ 120.00
Dog Gates	5	\$72.00	\$ 360.00
Dog Mats	10	\$50.00	\$ 500.00
Dog Toys	20	\$15.00	\$ 300.00
Food Scoops	5	\$10.00	\$ 50.00
Head Collar	12	\$20.00	\$ 240.00
Leashes	20	\$9.00	\$ 180.00
Pea Gravel (urination drainage)	50	\$3.98	\$ 199.00
Small Sealable Containers	5	\$15.00	\$ 75.00
Stainless Bowls	10	\$10.00	\$ 100.00
Equipment Total			\$ 4,446.00

Other (Lines can be added as needed)			
Description	Number of Units	Cost per Unit	Total Cost
Volunteer Recognition/Awards	4	400	\$ 1,600.00
Printing Services	10	100	\$ 1,000.00
Veterinary Expenses	15	\$250.00	\$ 3,750.00
Other Total			\$ 6,350.00

Department of Management Services
Private Prison Monitoring
Attachment A: POIITWF Program Request and Narrative
Privately Operated Institutions Inmate Welfare Trust Fund (POIITWF)

Facility:	Blackwater River Correctional Facility	Fiscal Year:	2017 - 2018
Title of Program:	BRCF BARBERING		
Program Instructor's Name:	CARLOS MILLER		
Program Instructor's Title/Position:	INSTRUCTOR		
Total Hours of Program Participation Per Inmate Per Week:	30 HOURS	POIITWF Funds Requested:	\$ 61,937.90
Target Inmate Population (Inmate Criteria):	General Population	Previous Year's Approved Budget:	\$ 71,448.62
OBIS Course Code:	V-i120402		

1. Program Narrative:
All restricted barber courses which are taught for the purpose of qualifying an individual for restricted barber license to practice barbering shall consist of a minimum of 1200 hours of training to prepare each restricted barber to service their communities.
2. Specific Activities:
(Include information about service delivery and timelines.)
School of barbering shall certify that a student has 650 hours of training in restricted barbering skills, services and correlating trade techniques along with 550 hours of classroom instruction and lab studies: Florida Laws and Rules 200 hours, Safety Sanitation and Sterilization 400 hours, Hair Structure and Chemistry 75 hours, Haircutting 300 hours, Shampooing 100 hours, Shaving Beard & Mustache Trimming 125 hours.
3. How does this program have the potential to aid inmates' reintegration into society?
Restricted Barbering is a profession that is Always in Demand, Produces a Substantial Income, Demands Accountability for the Restricted Barber, Motivates Professional Growth, Provides anyone who has been incarcerated with a Career allowing an individual to become self employed which opens the door of success that most inmates find locked when trying to find a job while reintegrating into society.
4. What are the specific goals and objectives of this program?
(Describe the anticipated results of the program. Explain how the activities directly and/or indirectly address the issue or need and support achievement of these results.)
To prevent recidivism and return to society a productive citizen providing Human Services to the community and to their families through barbering with the opportunity to one day become a Business Owner.
5. Describe your evaluation plan for assessing how well the program met its goals and objectives.
A Individual Education Plan is done monthly. Weekly testing from Milady Course Management. TABE Testing if needed and Log Sheets for recorded Service Hours and Classroom Instruction Hours on a weekly basis. Also a record of Completions after completing 1200 Hours and passing a Exit Exam.
6. Staff Qualifications (Attach Job Description)
(Include biographical information or required minimum qualifications for any staff and volunteers):
A Licensed Barber for over 6 years. Have operated and owned a Barbershop for at least 10 years. Have taught or is teaching at a State College for over 2 years in Vocational Barbering
7. Attach Program Curriculum (e.g., Department of Education, Auburn University, etc.)

The warden or designee certifies that this POIITWF application is compliant with the DMS contract, DMS IWTF policy, and all laws and rules of the State of Florida.

Chuck Maiorana
Electronic Signature

July 27, 2017
Date

Department of Management Services
Private Prison Monitoring
Attachment B: Budget Instructions

Privately Operated Institutions Inmate Welfare Trust Fund (POIIWTF)

The budget narrative provides a complete description of the costs associated with the program activities. As you prepare to assemble the budget, go back through the program narrative and make a list of all personnel and non-personnel items related to the operation of the program. The list of budget items and the calculations used to arrive at the dollar figures should be summarized below. All significant costs must be broken out within the subcategories and should include a detailed description. The following information will be used by the POIIWTF Committee to determine funding level. It should include the following areas:

1. Personnel

- a. Each individual should be identified by name and position. **Carlos Miller, Barbering Instructor**
- b. Time commitments should be included as hours or percentage of time stated for each position. **40 Hours weekly**
- c. The total charges for each person listed includes an explanation of how the costs have been calculated.- **\$53,312.63(Pay Rate @ \$20.5049)(\$42,650.10 x 25%)**
- d. Indicate which individuals (if any) are volunteers. **N/A**

2. Fringe Benefits

- a. Identify which individuals are eligible for fringe benefits. **Carlos Miller, Barbering Instructor**
- b. Identify the elements that comprise the fringe benefits figures.- **Salary x 25% (GEO burden rate)**
- c. Indicate whether fringe benefits are in the same proportion to other salaries not funded by POIIWTF. **Yes**

3. Travel

- a. The narrative must include a detailed breakdown of estimated travel costs. **N/A**
- b. All travel costs must comply with state policies and procedures. **N/A**
- c. Reimbursement requests for travel must include a state travel voucher. **N/A**
- d. For each trip, indicate destination, estimated mileage, method of travel, cost per mile and duration, number of travelers, per diem rate for meals and lodging.
- e. Detail the purpose of the proposed travel. **N/A**
- f. For each item, include an explanation of how these charges are necessary for the successful completion of the program.

4. Supplies

- a. Supplies must be itemized by type of material and nature of expense. **Refer to attachment C-Budget Narrative**
- b. For general office or business supplies, the total charge must provide support for the program activities.
- c. For specific items, include the number of units, cost per unit and total cost. **Refer to attachment C-Budget Narrative**
- d. Explain how these charges are necessary for the successful completion of the program. **Refer to attachment C-Budget**

5. Equipment Rental/Purchase

- a. List each item of equipment with an explanation of how this item is necessary for the successful completion of the program.
- b. If the purchase is more than \$5,000, provide a description of how it will be used and disposed of after it is no longer needed or used.
- c. For each item, include the number of units, cost per unit and total cost specified. **Yes see attachment C - Budget**
- d. For each item over \$5,000, a lease-versus-purchase analysis should be completed. **N/A**
- e. For each item over \$5,000, a competitive procurement method should be indicated. **N/A**

6. Other

- a. Items should be listed by type of material. **N/A**
- b. Each item should include an explanation of how this item is necessary for the successful completion of the program.
- c. Each item should be allowable, allocable and documented. **N/A**
- d. All costs will be reasonable. **N/A**

Department of Management Services
Private Prison Monitoring
Attachment C: Budget Narrative
Privately Operated Institutions Inmate Welfare Trust Fund (POIIWTF)

Facility:	Blackwater River Correctional Facility	Fiscal Year:	2017-2018						
Title of Program:	BRCF Barbering	Program Instructor's Name:	Carlos Miller						
<table border="1" style="width: 100%; border-collapse: collapse;"> <tr> <td style="width: 30%;">Previous Year's Approved Budget for This Program:</td> <td style="width: 70%; text-align: right;">\$ 71,448.62</td> </tr> <tr> <td>Previous Year's Expenditure for This Program:</td> <td style="text-align: right;">\$ 57,403.42</td> </tr> <tr> <td>POIIWTF Funds Requested for This Program:</td> <td style="text-align: right;">\$ 61,937.90</td> </tr> </table>				Previous Year's Approved Budget for This Program:	\$ 71,448.62	Previous Year's Expenditure for This Program:	\$ 57,403.42	POIIWTF Funds Requested for This Program:	\$ 61,937.90
Previous Year's Approved Budget for This Program:	\$ 71,448.62								
Previous Year's Expenditure for This Program:	\$ 57,403.42								
POIIWTF Funds Requested for This Program:	\$ 61,937.90								
Budget Summary (Lines can be added as needed)									
Item	Quantity	Amount Requested	Narrative						
Staffing Salary	1	\$ 42,650.19	\$20.5049 hourly rate x 2080 hrs per yr						
Staffing Fringe Benefits		\$ 10,662.55	25% Benefits						
Total Salary & Benefits		\$ 53,312.74							
Travel		\$ -							
Supplies		\$ 1,485.91							
Equipment		\$ 7,139.25							
Other (Please Specify in Narrative)		\$ -							
Total		\$ 61,937.90							
Supplies & Materials Breakdown (Lines can be added as needed)									
Description	Number of Units	Cost Per Unit	Total Cost						
Barber Chemicals	5	\$ 40.00	\$ 200.00						
Barber Disinfecting Chemicals	5	\$ 20.00	\$ 100.00						
Barber Disinfecting Tub	4	\$ 29.99	\$ 119.96						
Shampoo	10	\$ 9.95	\$ 99.50						
Conditioner	10	\$ 6.50	\$ 65.00						
Unbreakable Disinfecting Jar	5	\$ 20.00	\$ 100.00						
Neckstrips	10	\$ 10.00	\$ 100.00						
Neck Dispenser	5	\$ 17.00	\$ 85.00						
Spray Bottle	6	\$ 5.00	\$ 30.00						
Dry Sanitizer Light Bulb	2	\$ 12.00	\$ 24.00						
Ink Pen (Black)	2	\$ 5.99	\$ 11.98						
Ink Pen (Blue)	2	\$ 5.99	\$ 11.98						
Highlighters	1	\$ 5.99	\$ 5.99						
Hard Rubber Comb	10	\$ 8.50	\$ 85.00						
White Comb	10	\$ 8.50	\$ 85.00						
Grey Comb	10	\$ 3.00	\$ 30.00						
Wave Brush	10	\$ 5.00	\$ 50.00						
Flat Top Comb	10	\$ 3.00	\$ 30.00						
Gloves	10	\$ 10.00	\$ 100.00						
Barber Towels	5	\$ 10.00	\$ 50.00						
Cleaning Brush	5	\$ 8.50	\$ 42.50						
Barber Jacket XL	1	\$ 25.00	\$ 25.00						
Barber Jacket XXL	1	\$ 35.00	\$ 35.00						
Supplies & Materials Total			\$ 1,485.91						
Equipment Breakdown (Lines can be added as needed)									
Description	Number of Units	Cost Per Unit	Total Cost						
Barber Chair	4	\$ 700.00	\$ 2,800.00						
Clippers	10	\$ 140.00	\$ 1,400.00						
Trimmers	10	\$ 60.00	\$ 600.00						
Clipper Blades	75	\$ 15.00	\$ 1,125.00						
Replacement Blades	12	\$ 20.00	\$ 240.00						
Clipper Guides	10	\$ 16.00	\$ 160.00						
Blade Rack	4	\$ 20.00	\$ 80.00						
Barber Floor Mat	6	\$ 50.00	\$ 300.00						
Chemical Scale	1	\$ 314.25	\$ 314.25						
Station Mat	8	\$ 15.00	\$ 120.00						
Equipment Total			\$ 7,139.25						

Department of Management Services
Private Prison Monitoring
Attachment A: POIWTF Program Request and Narrative
Privately Operated Institutions Inmate Welfare Trust Fund (POIWTF)

Facility:	Blackwater River Correctional Facility	Fiscal Year:	2017/2018
Title of Program:	Commercial Motor Vehicle Operation and Safety Education		
Program Instructor's Name:	Michael Dunn		
Program Instructor's Title/Position:	Commercial Motor Vehicle Operation and Safety Education		
Total Hours of Program Participation Per Inmate Per Week:	30	POIWTF Funds Requested:	\$ 65,221.64
Target Inmate Population (Inmate Criteria):	General Population giving Priority to inmates with less than 36 months to EOS (no life sentences)	Previous Year's Approved Budget:	\$ 65,853.88
OBIS Course Code:	V-1490205		

1. Program Narrative:
<p>The purpose of the Commercial Driver's License Vocational Class is to prepare students for employment as tractor/truck drivers. Upon completion of all prerequisite class objectives (320 hours), the student will be awarded vocational credit on a transcript and Certificate of Achievement for satisfactorily completing occupational competencies in Commercial Driver Development set forth by the Federal Motor Carrier Safety Association. At this time, students are unable to take the written portion of CDL exam. However, upon completion of the program, students will have acquired the knowledge and skill set to pass the written and practical portions of the CDL exam upon their release from the Department of Corrections.</p>
See the enclosed Video of the BRCF Program
2. Specific Activities:
(Include information about service delivery and timelines.)
<p>In order to obtain the rigid standard for safety and training purposes, the CDL Vocational Class adheres to the Florida Department of Education curriculum framework for commercial vehicle driving. In addition to supplemental research material, the class utilizes the following primary book sources</p> <ul style="list-style-type: none"> • Florida Drivers Handbook (2015) • Florida Commercial Drivers Handbook (2015-2016)
3. How does this program have the potential to aid inmates' reintegration into society?
<p>The Commercial Driver's License Vocational Class provides an exceptional opportunity for the transitioning inmate by providing training and knowledge for a vast amount of career opportunities currently in the trucking industry. Having a vocation in an always-hiring job field will provide ex-offenders an advantage when seeking gainful employment over those without this training, which in turn reduces recidivism.</p>
4. What are the specific goals and objectives of this program?
(Describe the anticipated results of the program. Explain how the activities directly and/or indirectly address the issue or need and support achievement of these results.)

<p>Upon completion of the program students will be able to demonstrate their ability to:</p> <ul style="list-style-type: none"> - Complete proper pre-trip inspections and compile manifests - File appropriate dispatch reports and vehicle/driver log sheets - Report simulated accidents in accordance with DOT rules and procedures - Adhere to DOT/DMV safety and driving regulations - Prepare for DOT written tests - Show honesty and integrity while maintaining logs, filing reports, and studying for tests <p>VISUAL REFERENCES ARE CRUCIAL IN THE CDL CLASS AT THIS PRISON DUE TO THE FACT THAT INMATES DO NOT HAVE THE OPPORTUNITY TO DRIVE, TOUCH OR EVEN LOOK AT REAL TRUCKS. THEREFORE THE USE OF DRIVING SIMULATORS AND VIDEOS IS EXTREMELY IMPORTANT.</p>
<p>5. Describe your evaluation plan for assessing how well the program met its goals and objectives.</p> <p>Each student must complete a minimum of 15 simulated drives. Drives are graded and must meet a certain minimum score to complete. 28 written tests are administered, and are patterned after DOT written exams. An 80% minimum on each test is required to pass. The instructor will analyze the progress of each individual based on class participation, tests, simulated drives, safety and law obedience.</p>
<p>6. Staff Qualifications (Attach Job Description)</p> <p>(Include biographical information or required minimum qualifications for any staff and volunteers):</p> <p>(Include biographical information or required minimum qualifications for any staff and volunteers)</p> <ul style="list-style-type: none"> - State of Florida Department of Corrections Teachers Certificate (#619) Valid until 2019 - Currently hold a Florida State Commercial Drivers License (11 years driving experience)
<p>7. Attach Program Curriculum (e.g., Department of Education, Auburn University, etc.)</p>

The warden or designee certifies that this POIITWF application is compliant with the DMS contract, DMS IWTF policy, and all laws and rules of the State of Florida.

<p>_____ Chuck Maiorana Electronic Signature</p>	<p>_____ July 27, 2017 Date</p>
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Department of Management Services
Private Prison Monitoring
Attachment B: Budget Instructions
Privately Operated Institutions Inmate Welfare Trust Fund (POIIWTF)

The budget narrative provides a complete description of the costs associated with the program activities. As you prepare to assemble the budget, go back through the program narrative and make a list of all personnel and non-personnel items related to the operation of the program. The list of budget items and the calculations used to arrive at the dollar figures should be summarized below. All significant costs must be broken out within the subcategories and should include a detailed description. The following information will be used by the POIIWTF Committee to determine funding level. It should include the following areas:

1. Personnel

- a. Each individual should be identified by name and position.- **Michael Dunn, CDL Program**
- b. Time commitments should be included as hours or percentage of time stated for each position. - **40 hours weekly**
- c. The total charges for each person listed includes an explanation of how the costs have been calculated.- **\$47,338.20(Pay Rate @ \$18.2070)(\$37,870.56 x 25%)**
- d. Indicate which individuals (if any) are volunteers. **N/A**

2. Fringe Benefits

- a. Identify which individuals are eligible for fringe benefits. - **Michael Dunn, CDL Program**
- b. Identify the elements that comprise the fringe benefits figures.-**Salary x 25% (GEO burden rate)**
- b. Identify the elements that comprise the fringe benefits figures.- **Health Insurance**
- c. Indicate whether fringe benefits are in the same proportion to other salaries not funded by POIIWTF. - **Yes**

3. Travel

- a. The narrative must include a detailed breakdown of estimated travel costs. **N/A**
- b. All travel costs must comply with state policies and procedures.- **N/A**
- c. Reimbursement requests for travel must include a state travel voucher.-**N/A**
- d. For each trip, indicate destination, estimated mileage, method of travel, cost per mile and duration, number of travelers, per diem rate for meals and lodging. **N/A**
- e. Detail the purpose of the proposed travel. **N/A**
- f. For each item, include an explanation of how these charges are necessary for the successful completion of the program.

N/A

4. Supplies

- Refer to Attachment C - Budget Narrative**
- d. Explain how these charges are necessary for the successful completion of the program.
These items are necessary for the office operations and maintenance of documentation

5. Equipment Rental/Purchase

- Refer to Attachment C - Budget Narrative**

6. Other

- Refer to Attachment C - Budget Narrative**

Department of Management Services

Private Prison Monitoring

Attachment C: Budget Narrative

Privately Operated Institutions Inmate Welfare Trust Fund (POIIWTF)

Facility:	BRCF	Fiscal Year:	2017/2018
Title of Program:	Commercial Motor Vehicle Operation and Safety education	Program Instructor's Name:	Michael Dunn
Previous Year's Approved Budget for This Program:	\$ 65,853.88		
Previous Year's Expenditure for This Program:	\$ 54,728.69		
POIIWTF Funds Requested for This Program:	\$ 65,221.64		
Budget Summary (Lines can be added as needed)			
Item	Quantity	Amount Requested	Narrative
Staffing Salary	1	\$ 37,870.56	\$18.2070 hourly rate x 2080 hrs per yr
Staffing Fringe Benefits	1	\$ 9,467.64	25% Benefits
Total Salary & Benefits		\$ 47,338.20	
Travel		\$ -	
Supplies	see narrative	\$ 8,678.44	See breakdown below
Equipment	see narrative	\$ 9,085.00	See breakdown below
Other (Please Specify in Narrative)	see narrative	\$ 120.00	Instructor's DOT Physical Exam
Total		\$ 65,221.64	
Supplies & Materials Breakdown (Lines can be added as needed)			
Description	Number of Units	Cost Per Unit	Total Cost
Videos (buying=20 / free=20)	20	\$ 400.00	\$ 8,000.00
Tractor/trailer driver training manual 3rd. ed.	1	\$ 49.99	\$ 49.99
FMCSR Pocket book	5	\$ 4.29	\$ 21.45
Copier paper (boxes)	5	\$ 35.00	\$ 175.00
Highlighters	5	\$ 5.00	\$ 25.00
Classification folders	2	\$ 10.00	\$ 20.00
File folders	3	\$ 5.00	\$ 15.00
Calculators	5	\$ 10.00	\$ 50.00
Clipboard	2	\$ 10.00	\$ 20.00
Labler tape (12mm .47" T2 tape)	2	\$ 50.00	\$ 100.00
3 Ring hole punch	1	\$ 10.00	\$ 10.00
Clear tape (4roles)	1	\$ 10.00	\$ 10.00
Pens	20	\$ 5.00	\$ 100.00
Correction Tape	4	\$ 3.00	\$ 12.00
Plastic dividers (white) (8/pk)	5	\$ 6.00	\$ 30.00
Plastic dividers (color) (6/pk)	5	\$ 6.00	\$ 30.00
Pencils	50	\$ 0.20	\$ 10.00
Supplies & Materials Total			\$ 8,678.44

Equipment Breakdown (Lines can be added as needed)

Description	Number of Units	Cost Per Unit	Total Cost
Desk	1	\$ 1,500.00	\$ 1,500.00
Chair	1	\$ 250.00	\$ 250.00
Student Tables	8	\$ 500.00	\$ 4,000.00
Student Chairs	30	\$ 50.00	\$ 1,500.00
Sound cancellation boards	20	\$ 60.00	\$ 1,200.00
Filing cabinet	1	\$ 250.00	\$ 250.00
Bifold bookcase	1	\$ 300.00	\$ 300.00
Plastic lockbox (lockable toolbox)	1	\$ 25.00	\$ 25.00
Corkboard (4x8)	1	\$ 60.00	\$ 60.00
Equipment Total			\$ 9,085.00

Other (Lines can be added as needed)

Description	Number of Units	Cost per Unit	Total Cost
Instructors DOT Physical Exam	1	\$120.00	\$ 120.00
Other Total			\$ 120.00

Department of Management Services
Private Prison Monitoring
Attachment A: POIITWF Program Request and Narrative
Privately Operated Institutions Inmate Welfare Trust Fund (POIITWF)

Facility:	Blackwater River Correctional Facility	Fiscal Year:	2017-2018
Title of Program:	Virtual Welding/Welding		
Program Instructor's Name:	Kristopher Cota		
Program Instructor's Title/Position:	Vocational Instructor		
Total Hours of Program Participation Per Inmate Per Week:	30	POIITWF Funds Requested:	\$ 113,279.10
Target Inmate Population (Inmate Criteria):	Experience in welding NCCER cert	Previous Year's Approved Budget:	\$ 91,061.75
OBIS Course Code:	I-480500		

1. Program Narrative:
To provide as many certified vocational classes as possible. This will facilitate our mission to transition as many job ready inmates into society as possible. There are many locales in the United States including Florida that are experiencing an increased demand for those in the construction maintenance and repair field. Occupational criteria for this area, through is, requiring post secondary adult vocational training. The applicant with a training certificate for welding will be considered before the applicant without a certificate.
2. Specific Activities:
(Include information about service delivery and timelines.)
The welding program six certificate levels that run 1170 hours. The first certificate is for Helper (250) hours. The second certificate is for Shielded Metal Arc (250) hours. A Gas Metal Arc certification comes after an additional 125 hours while the Flux Cored certificate comes after an additional 125 hours while the flux cored arc certificate is another 100 hours. The gas-Tungsten certificate requires an additional 175 hours and the final certificate For pipe Welding lab requires 270 additional hours. Upon Completion the inmates will also be nationally certified by The National Center for Construction Education and Research (NCCER)
3. How does this program have the potential to aid inmates' reintegration into society?
Welding is a vital component of various jobs in the maintenance, repair, and construction fields. Examples for this are plumbing, auto body repair, heating and air-conditioning installation, metal fabrication, Etc. The greater number of jobs that inmate can apply and qualify for, the greater the chance he will successfully find employment.
4. What are the specific goals and objectives of this program?
(Describe the anticipated results of the program. Explain how the activities directly and/or indirectly address the issue or need and support achievement of these results.)
The course will provide knowledge and certification to those who have some experience in the welding profession. Welding is an occupation and a supplemental skill in other areas of construction and maintenance. The supplemental skills apply to those in the construction, body repair, plumbing, and other metal working fields. This provides multiple opportunities for employment.
5. Describe your evaluation plan for assessing how well the program met its goals and objectives.
The means for evaluating this program are determined by the number of DOC vocational welding certificates received by inmates. Each occupational is assessed by post test to validate the students understanding of the subject matter.
6. Staff Qualifications (Attach Job Description)
(Include biographical information or required minimum qualifications for any staff and volunteers):
The instructor must qualify for a temporary vocational certificate in welding. This means that he has combination of 6 years of education or work experience in the field.
7. Attach Program Curriculum (e.g., Department of Education, Auburn University, etc.)

The warden or designee certifies that this POIITWF application is compliant with the DMS contract, DMS IWTf policy, and all laws and rules of the State of Florida.

Chuck Maiorana, Warden

Electronic Signature

July 27, 2017

Date

Department of Management Services
Private Prison Monitoring
Attachment B: Budget Instructions

Privately Operated Institutions Inmate Welfare Trust Fund (POIIWTF)

The budget narrative provides a complete description of the costs associated with the program activities. As you prepare to assemble the budget, go back through the program narrative and make a list of all personnel and non-personnel items related to the operation of the program. The list of budget items and the calculations used to arrive at the dollar figures should be summarized below. All significant costs must be broken out within the subcategories and should include a detailed description. The following information will be used by the POIIWTF Committee to determine funding level. It should include the following areas:

1. Personnel

- a. Each individual should be identified by name and position.- **Kristopher Cota, Welding Program**
- b. Time commitments should be included as hours or percentage of time stated for each position. - **40 hours weekly**
- c. The total charges for each person listed includes an explanation of how the costs have been calculated.- **\$48,590.21(\$38,872.17 x 25%)**

- d. Indicate which individuals (if any) are volunteers. **N/A**

2. Fringe Benefits

- a. Identify which individuals are eligible for fringe benefits. - **Kristopher Cota, Welding Program**
- b. Identify the elements that comprise the fringe benefits figures.- **Salary x 25% (GEO burden rate)**
- b. Identify the elements that comprise the fringe benefits figures.- **Health Insurance**
- c. Indicate whether fringe benefits are in the same proportion to other salaries not funded by POIIWTF. - **Yes**

3. Travel

- a. The narrative must include a detailed breakdown of estimated travel cost **N/A**
- b. All travel costs must comply with state policies and procedures.- **N/A**
- c. Reimbursement requests for travel must include a state travel voucher.-**N/A**
- d. For each trip, indicate destination, estimated mileage, method of travel, cost per mile and duration, number of travelers, per diem rate for meals and lodging. **N/A**
- e. Detail the purpose of the proposed travel. **N/A**
- f. For each item, include an explanation of how these charges are necessary for the successful completion of the program. **N/A**

4. Supplies

Refer to Attachment C - Budget Narrative

- d. Explain how these charges are necessary for the successful completion of the program.

These items are necessary for the office operations and maintenance of

5. Equipment Rental/Purchase

Refer to Attachment C - Budget Narrative

6. Other

N/A

Department of Management Services
Private Prison Monitoring
Attachment C: Budget Narrative

Privately Operated Institutions Inmate Welfare Trust Fund (POIIWTF)

Facility:	Blackwater River	Fiscal Year:	2017-2018												
Title of Program:	Virtual Welding/Welding														
<table border="1" style="width: 100%; border-collapse: collapse;"> <tr> <td style="width: 33%;">Previous Year's Approved Budget for This Program:</td> <td style="width: 17%;">\$ 91,061.75</td> <td style="width: 33%;"></td> <td style="width: 17%;"></td> </tr> <tr> <td>Previous Year's Expenditure for This Program:</td> <td>\$ 52,620.54</td> <td></td> <td></td> </tr> <tr> <td>POIIWTF Funds Requested for This Program:</td> <td>\$ 113,279.10</td> <td></td> <td></td> </tr> </table>				Previous Year's Approved Budget for This Program:	\$ 91,061.75			Previous Year's Expenditure for This Program:	\$ 52,620.54			POIIWTF Funds Requested for This Program:	\$ 113,279.10		
Previous Year's Approved Budget for This Program:	\$ 91,061.75														
Previous Year's Expenditure for This Program:	\$ 52,620.54														
POIIWTF Funds Requested for This Program:	\$ 113,279.10														
Budget Summary (Lines can be added as needed)															
Item	Quantity	Amount Requested	Narrative												
Staffing Salary	1	\$ 38,872.08	\$18.6885 hourly rate x 2080 hours per year												
Staffing Fringe Benefits		\$ 9,718.02	25% Benefits												
Total Salary & Benefits		\$ 48,590.10													
Travel		\$ -													
Supplies		\$ 32,830.00	See details below												
Equipment		\$ 31,859.00	See details below												
Other (Please Specify in Narrative)															
Total		\$ 113,279.10													
Supplies & Materials Breakdown (Lines can be added as needed)															
Description	Number of Units	Cost Per Unit	Total Cost												
Electrode Holders	5	\$ 30.00	\$ 150.00												
Eye Protection (Goggles)	25	\$ 15.00	\$ 375.00												
Face Shield	5	\$ 27.00	\$ 135.00												
Stick Electrodes	1000	\$ 3.00	\$ 3,000.00												
Files	5	\$ 100.00	\$ 500.00												
Flange alignment tools	1	\$ 1,800.00	\$ 1,800.00												
Filet-weld blade Gauge set	1	\$ 25.00	\$ 25.00												
Friction Lighters	5	\$ 60.00	\$ 300.00												
Oxygen Bottles	2	\$ 300.00	\$ 600.00												
Fuel Bottles	2	\$ 300.00	\$ 600.00												
Grinding Wheel Points	20	\$ 2.00	\$ 40.00												
Grinding Wheels	50	\$ 9.00	\$ 450.00												
Liquid penetrant and developer	5	\$ 90.00	\$ 450.00												
Binders	5	\$ 10.00	\$ 50.00												
File Folders	5	\$ 8.00	\$ 40.00												
Tape	3	\$ 2.50	\$ 7.50												
Adhesive notes	1	\$ 4.00	\$ 4.00												
hanging file folders	1	\$ 8.00	\$ 8.00												
highlighter	2	\$ 4.00	\$ 8.00												
ink pens	15	\$ 1.00	\$ 15.00												
pencils	25	\$ 1.50	\$ 37.50												
erasers	10	\$ 2.00	\$ 20.00												
filler paper	50	\$ 5.00	\$ 250.00												
copy paper	2	\$ 30.00	\$ 60.00												
colored pencils	5	\$ 10.00	\$ 50.00												
gas bottle refills	1	\$ 300.00	\$ 300.00												
Oxygen Bottle Refills	1	\$ 300.00	\$ 300.00												

Steel Stock Materials (assorted types for hands on instruction)	1	\$ 4,500.00	\$ 4,500.00
Chop Saw Wheels	20	\$ 20.00	\$ 400.00
Soapstone	150	\$ 0.20	\$ 30.00
Laptop	1	\$ 500.00	\$ 500.00
Projector Screen	1	\$ 200.00	\$ 200.00
Projector	1	\$ 500.00	\$ 500.00
Material Locker	1	\$ 1,000.00	\$ 1,000.00
Book Case	1	\$ 200.00	\$ 200.00
Filing Cabinet	1	\$ 375.00	\$ 375.00
Wall Mount	1	\$ 175.00	\$ 175.00
Television with DVD Player	1	\$ 700.00	\$ 700.00
Saw Blades	20	\$ 50.00	\$ 1,000.00
Welding Tips	10	\$ 40.00	\$ 400.00
Modern Welding Textbooks	20	\$ 94.50	\$ 1,890.00
Modern Welding Workbooks	100	\$ 24.00	\$ 2,400.00
Modern Welding Resource CD	1	\$ 195.00	\$ 195.00
Modern Welding Teacher Guide	1	\$ 186.00	\$ 186.00
NCCER Student Packages	30	\$ 240.00	\$ 7,200.00
NCCER Instructor Package	1	\$ 300.00	\$ 300.00
NCCER Student Textbooks	16	\$ 69.00	\$ 1,104.00
Supplies & Materials Total			\$ 32,830.00

Equipment Breakdown (Lines can be added as needed)

Description	Number of Units	Cost Per Unit	Total Cost
Tip Cleaner	5	\$ 10.00	\$ 50.00
Clamps	10	\$ 40.00	\$ 400.00
Grinder	5	\$ 75.00	\$ 375.00
Pliers	5	\$ 10.00	\$ 50.00
Tool Locker	1	\$ 2,500.00	\$ 2,500.00
Plasma Cutter	1	\$ 2,000.00	\$ 2,000.00
Oxy Acetylene Torch	2	\$ 600.00	\$ 1,200.00
Generator	1	\$ 6,000.00	\$ 6,000.00
Cutting Tips	25	\$ 25.00	\$ 625.00
Gouging Tips	25	\$ 25.00	\$ 625.00
Leather Gloves	18	\$ 8.00	\$ 144.00
Welding Jacket	5	\$ 100.00	\$ 500.00
Welding Helmet	5	\$ 100.00	\$ 500.00
Welding Goggles	10	\$ 20.00	\$ 200.00
Wire brushes	20	\$ 10.00	\$ 200.00
Office Chair	1	\$ 180.00	\$ 180.00
Respirators	10	\$ 20.00	\$ 200.00
Welding Bench W/ Arm	1	\$ 2,000.00	\$ 2,000.00
Welding Hood	1	\$ 500.00	\$ 500.00
Plasma Torch Cutting Guide	2	\$ 200.00	\$ 400.00
Oxy Fuel Track Burner	1	\$ 1,600.00	\$ 1,600.00
Pressure Regualtor	4	\$ 200.00	\$ 800.00
Quick Disconnect	2	\$ 50.00	\$ 100.00
Spats	10	\$ 25.00	\$ 250.00
Straight Edge	4	\$ 30.00	\$ 120.00
Terminal Lugs	8	\$ 50.00	\$ 400.00
Torch Wrenches	2	\$ 65.00	\$ 130.00
Head Gear	20	\$ 5.25	\$ 105.00
Hearing Protection	1000	\$ 0.16	\$ 160.00
High Low Guage	2	\$ 35.00	\$ 70.00

Hose Set	3	\$	100.00	\$	300.00
Levels	5	\$	20.00	\$	100.00
Markers	10	\$	5.00	\$	50.00
Nibblers	2	\$	500.00	\$	1,000.00
Air Compressor	1	\$	800.00	\$	800.00
Air Hose	2	\$	50.00	\$	100.00
Tool Storage Container	1	\$	2,700.00	\$	2,700.00
Power Drill	1	\$	175.00	\$	175.00
Hammer Drill	1	\$	175.00	\$	175.00
Drill Bits	1	\$	200.00	\$	200.00
Pneumatic Drill	1	\$	100.00	\$	100.00
Pneumatic Hose Whip	1	\$	40.00	\$	40.00
Impact Wrench	1	\$	200.00	\$	200.00
Circular Saw	1	\$	50.00	\$	50.00
Recipricating Saw	1	\$	175.00	\$	175.00
Wire Cutters	1	\$	40.00	\$	40.00
Plumb Bobs	1	\$	25.00	\$	25.00
Chalk Line	1	\$	20.00	\$	20.00
Hand Saw	1	\$	40.00	\$	40.00
Rasps	1	\$	50.00	\$	50.00
Shovel(s)	2	\$	50.00	\$	100.00
Pick	2	\$	50.00	\$	100.00
Hammer(s)	2	\$	30.00	\$	60.00
Demolition Tools	1	\$	350.00	\$	350.00
Chisel	1	\$	100.00	\$	100.00
Punches	1	\$	100.00	\$	100.00
Rake	2	\$	50.00	\$	100.00
Screwdriver(s)	1	\$	100.00	\$	100.00
Torque Wrench	1	\$	100.00	\$	100.00
Fall Arrest Harness	1	\$	150.00	\$	150.00
Lanyard	4	\$	25.00	\$	100.00
Connecting Device	1	\$	100.00	\$	100.00
Extention Ladder	1	\$	200.00	\$	200.00
Double Locking Snap Hooks	4	\$	25.00	\$	100.00
Carabiners	4	\$	25.00	\$	100.00
Tape Measure(s)	4	\$	25.00	\$	100.00
Ruler(s)	20	\$	5.00	\$	100.00
Utility Knives	5	\$	15.00	\$	75.00
Ground Fault Circut Interruptor	2	\$	25.00	\$	50.00
Extention Cords	4	\$	25.00	\$	100.00
Come Along	1	\$	250.00	\$	250.00
Chop Saw	2	\$	300.00	\$	600.00
Equipment Total				\$	31,859.00

Department of Management Services
Private Prison Monitoring
Attachment A: IWTF Program Request and Narrative
Privately Operated Institutions Inmate Welfare Trust Fund (IWTF)

Facility:	Blackwater River Correctional Facility	Fiscal Year:	2017-2018
Title of Program:	Offender Monitors in Housing Units		
Program Instructor's Name:			
Program Instructor's Title/Position:			
Total Hours of Program Participation per Inmate per Week:	0	IWTF Funds Requested:	\$ 24,800.00
Target Inmate Population (Inmate Criteria):		Previous Year's Approved	-
OBIS Course Code:			

1. Program Narrative:
Open bay dorms hold 70 inmates and 2 man cell dorms hold 60 in each quad, thus many inmates have limited viewing opportunities for call outs, facility messages and weekly news letters. Adding one additional television will enhance the viewing area in the inmate quads.
2. Specific Activities
(Include information about service delivery and timelines.):
Installing one additional televisions that to provide inmates with call outs, facility weekly messages and any weekly new letters we have.
3. How does this program have the potential to aid the inmate's reintegration into society?
To educate the inmates on timeliness, accountability and punctuality to reintergrate into the workforce.
4. What are the specific goals and objectives of this program?
(Describe the anticipated results for the program. Explain how the activities directly and/or indirectly address the issue or need and support achievement of these results.)
Installing one additional televisions that to provide inmates with call outs, facility weekly messages and any weekly new letters we have.
5. Describe your evaluation plan for assessing how well the program met its goals and objectives.
Security staff will continue to monitor the use of televisions in the housing units.
6. Staff Qualifications (Attach Job Description)
(Include biographical information or required minimum qualifications for any staff and volunteers):
Televisions, brackets, and mounts will be ordered from outside vendors, and installed by current GEO Maintenance staff.
7. Attach Program Curriculum (e.g. Department of Education, Auburn University, etc.)

The warden or designee certifies that this IWTF application is compliant with the DMS contract, DMS IWTF policy, and all Laws and Rules of the State of Florida.

<div style="border-top: 1px solid black; margin-bottom: 5px;">Chuck Maiorana, Warden</div> <div style="text-align: center;">Electronic Signature</div>	<div style="border-top: 1px solid black; margin-bottom: 5px;">July 28, 2017</div> <div style="text-align: center;">Date</div>
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Department of Management Services
Private Prison Monitoring
Attachment B: Budget Instructions

Privately Operated Institutions Inmate Welfare Trust Fund (IWTF)

The budget narrative is to provide a complete description of the costs associated with the program activities. As you prepare to assemble the budget, go back through the program narrative and make a list of all personnel and non-personnel items related to the operation of the program. The list of budget items and the calculations used to arrive at the dollar figures should be summarized below. All significant costs must be broken out within the subcategories and provide a detailed description. The following information will be used by the IWTF Committee to determine funding level. It should include the following areas:

1. Personnel

- a. Each individual should be identified by name and position. N/A
- b. Time commitments should be included as hours or percentage of time stated for each position. N/A
- c. The total charges for each person listed includes an explanation of how the costs have been calculated. N/A
- d. Indicate which individuals (if any) are volunteers. N/A

2. Fringe Benefits

- a. Identify which individuals are eligible for fringe benefits. N/A
- b. Identify the elements that comprise the fringe benefits figures. N/A
- c. Indicate whether fringe benefits are in the same proportion to other salaries not funded by POI IWTF. N/A

3. Travel

- a. The narrative must include a detailed breakdown of estimated travel costs. N/A
- b. All travel costs must comply with state policies and procedures. N/A
- c. Reimbursement requests for travel must include a state travel voucher. N/A
- d. For each trip, indicate destination, estimated mileage, method of travel, cost per mile and duration, number of travelers, per diem rate for meals and lodging.
- e. Detail the purpose of the proposed travel. N/A
- f. For each item, include an explanation of how these charges are necessary for the successful completion of the program.

4. Supplies

- a. Supplies must be itemized by type of material and nature of expense. N/A
- b. For general office or business supplies, the total charge must provide support for the program activities. N/A
- c. For specific items, include the number of units, cost per unit and total cost. N/A
- d. Explain how these charges are necessary for the successful completion of the program. N/A

5. Equipment Rental/Purchase

- a. List each item of equipment with an explanation of how this item is necessary for the successful completion of the program.
- b. If the purchase is more than \$5,000, provide a description of how it will be used and disposed of after it is no longer needed or used.
- c. For each item, include the number of units, cost per unit and total cost specified. Refer to attachment C-Budget Narrative
- d. For each item over \$5,000, a lease-versus-purchase analysis should be completed. Refer to attachment C-Budget Narrative
- e. For each item over \$5,000, a competitive procurement method should be indicated. Refer to attachment C-Budget Narrative

6. Other

- a. Items should be listed by type of material. N/A
- b. Each item should include an explanation of how this item is necessary for the successful completion of the program. N/A
- c. Each item should be allowable, allocable and documented. N/A
- d. All costs will be reasonable. N/A

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Attachment C: Budget Narrative

Privately Operated Institutions Inmate Welfare Trust Fund (IWTF)

Facility:	Blackwater River CF	Fiscal Year:	2017-2018
Title of Program:	Offender Monitors in Units	Program Instructor's Name:	
Previous Year's Approved Budget for This Program:	\$ -		
Previous Year's Expenditure for This Program:	\$ -		
IWTF Funds Requested for this program:	\$ 24,800.00		
Budget Summary (Lines can be added as needed)			
Item	Quantity	Amount Requested	Narrative
Staffing Salary			
Staffing Fringe Benefits			
Travel			
Supplies		\$ -	
Equipment		\$ 24,800.00	TV's, Mounts and Brackets
Other (Please Specify in Narrative)		\$ -	
Total		\$ 24,800.00	
Supplies & Materials Breakdown (Lines can be added as needed)			
Description	Number of Units	Cost per Unit	Total Cost
Supplies & Materials Total			\$ -
Equipment Breakdown (Lines can be added as needed)			
Description	Number of Units	Cost per Unit	Total Cost
50" LED TV's with tax	32	\$ 550.00	\$ 17,600.00
TV Brackets Cut and Welded with tax	32	\$ 200.00	\$ 6,400.00
Ceiling Bracket for TV with tax	32	\$ 25.00	\$ 800.00
Equipment Total			\$ 24,800.00

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Attachment A: IWTF Program Request and Narrative
Privately Operated Institutions Inmate Welfare Trust Fund (IWTF)

Facility:	Blackwater River Correctional Facility	Fiscal Year:	2017-2018
Title of Program:	Vocational		
Program Instructor's Name:			
Program Instructor's Title/Position:	Food Service Manager		
Total Hours of Program Participation per Inmate per Week:	30-40	IWTF Funds Requested:	\$ 12,135.00
Target Inmate Population (Inmate Criteria):	Inmates interested in pursuing and furthering their education and experience in the hospitality industry upon release, inmates will be trained using criteria from the National Restaurant Association.	Previous Year's Approved Budget:	\$ -
OBIS Course Code:	77-V79		
1. Program Narrative:			
The program goal is to provide inmates interested in the hospitality industry the skills to get an above average position in the Restaurant and Hospitality Industry. It is a course which mirrors Culinary Certification and Management Certification as well as providing hours toward continuing education.			
2. Specific Activities			
(Include information about service delivery and timelines.):			
Phase1: Serve Safe - The activities initially include course books and examination in each area, and 200 industry work hours that will be supervised in food service. In addition to the training classes there is book work and examinations for each area of the Hospitality Industry . Phase 1 will require 40 hours of combined OJT, training classes, and 20 weeks with exams being conducted every 40 days.			
Phase 2: Manage First - The activities initially include course books and examination in each area and 600 industry work hours that will be supervised in food service.			
Phase 3: Bakery & Culinary - The activities initially include course books and examination in each area and 400 industry work hours that will be supervised in food service.			
3. How does this program have the potential to aid the inmate's reintegration into society?			
The program provides the inmates with real world tools to manage a career path in food service or the hospitality industry and provides them with a marketable skill that exceeds culinary specialty. It provides them with a diverse exposure to the largest industry in the state that equates to more options in the field.			
4. What are the specific goals and objectives of this program?			
(Describe the anticipated results for the program. Explain how the activities directly and/or indirectly address the issue or need and support achievement of these results.)			
The goal is to provide a solid foundation in the hospitality food service industry that provides the inmate upon release with a better than average opportunity to get a higher paying job in the industry. Some of theses opportunities may include: Assistant Manager, Manager, Buyer, Purchasing Supervisor, Production Supervisor, Inventory Clerk, etc.			
5. Describe your evaluation plan for assessing how well the program met its goals and objectives.			
Assessments will be conducted in the form of informal surveys of inmates who remain in the facility after completion of the programs and how they are functioning. Additional informal surveys to be conducted of inmates who have been released to indent and how they are utilizing the information. The true test would be recidivism, which cannot fully be identified for three years according to the Department of Justice.			
6. Staff Qualifications (Attach Job Description)			
(Include biographical information or required minimum qualifications for any staff and volunteers):			
7. Attach Program Curriculum (e.g. Department of Education, Auburn University, etc.)			

The warden or designee certifies that this IWTF application is compliant with the DMS contract, DMS IWTF policy, and all Laws and Rules of the State of Florida.

Electronic Signature

Date

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Attachment B: Budget Instructions

Privately Operated Institutions Inmate Welfare Trust Fund (IWTF)

The budget narrative is to provide a complete description of the costs associated with the program activities. As you prepare to assemble the budget, go back through the program narrative and make a list of all personnel and non-personnel items related to the operation of the program. The list of budget items and the calculations used to arrive at the dollar figures should be summarized below. All significant costs must be broken out within the subcategories and provide a detailed description. The following information will be used by the IWTF Committee to determine funding level. It should include the following areas:

1. **Personnel - Taught by Food Service Manager on The Geo Group payroll and six 8-hour sessions of test review with subject expert at**
d. - Food Service Manager - BRCF, is volunteering her time to teach the ServSafe Program
2. **Fringe Benefits - N/A**
3. **Travel - N/A**
4. **Supplies - See Attachment C**
Based on instructional needs
5. **Equipment Rental/Purchase - N/A**
6. **Other - N/A**

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Attachment C: Budget Narrative

Privately Operated Institutions Inmate Welfare Trust Fund (IWTF)

Facility:	Blackwater River Correctional Facility	Fiscal Year:	2017-2018
Title of Program:	Vocational	Program Instructor's Name:	
Previous Year's Approved Budget for This Program:	N/A		
Previous Year's Expenditure for This Program:	N/A		
IWTF Funds Requested for this program:	\$ 12,135.00		
Budget Summary (Lines can be added as needed)			
Item	Quantity	Amount Requested	Narrative
Staffing Salary			
Staffing Fringe Benefits			
Travel			
Supplies	See Below listing	\$ 12,135.00	Educational Materials needed for teaching and testing the course.
Equipment			
Other (Please Specify in Narrative)			
Total		\$ 12,135.00	
Supplies & Materials Breakdown (Lines can be added as needed)			
Description	Number of Units	Cost per Unit	Total Cost
Manage First Manuals	20	\$ 85.00	\$ 1,700.00
Manage First Answer Sheets	50	\$ 42.00	\$ 2,100.00
NRA Baking & Pastry Fundamentals Textbook	20	\$ 160.00	\$ 3,200.00
NRA Culinary & Baking Answer Sheets	50	\$ 42.00	\$ 2,100.00
Printing & Duplicating booklets	Mixed		\$ 600.00
Postage for Manage First Exams	Mixed		\$ 700.00
ServSafe Student Packets	3	\$ 45.00	\$ 135.00
ServSafe Manager Book	20	\$ 80.00	\$ 1,600.00
Supplies & Materials Total			\$ 12,135.00