

CONTRACT NO.: DMS-12/13-010
BETWEEN
FLORIDA DEPARTMENT OF MANAGEMENT SERVICES
AND
GEO CORRECTIONS AND DETENTION, LLC
FOR THE
GRACEVILLE CORRECTIONAL FACILITY

AMENDMENT NO.: 15

This Amendment to Contract No.: DMS-12/13-010 (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", "GEO Corrections", or the "Contractor") and collectively known as the "Parties".

Therefore, the Parties agree to amend the Contract as follows:

1. Section 12.26, Notices, subsection 12.26.1 is hereby amended to change the address for notices for the Contractor as follows::

CONTRACTOR: The Geo Group, Inc.
 621 NW 53rd Street, Suite 700
 Boca Raton, Florida 33487
 Attn: Amber Martin, Executive Vice President
 Contract Administration

2. Exhibit G is hereby deleted in its entirety and replaced, as attached, to this Amendment and incorporated herein by reference.
3. This Amendment and all of its Exhibits are hereby made a part of this Contract. All other terms and conditions of the Contract 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 remains subject to section 287.0582, Florida Statutes.
5. This Amendment is effective on July 1, 2019, or on the last date of execution, whichever is later.

SIGNATURE PAGE IMMEDIATELY FOLLOWS

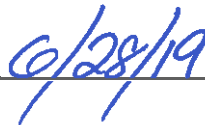
SO AGREED by the Parties' authorized representatives on the dates noted below:

**FLORIDA DEPARTMENT OF
MANAGEMENT SERVICES**



David Clark, Chief of Staff

Date



GEO CORRECTIONS AND DETENTION, LLC



Amber D. Martin, Executive Vice President
Contract Administration

6/28/2019

Date

Department of Management Services
Private Prison Monitoring
Budget Summary

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

Facility:	Graceville Correctional Facility	Fiscal Year: 2019-2020
Previous Year's Approved Budget:	\$ 312,073.60	Comment:
Previous Year's Total Expenditure:	\$ 171,562.50	
POIIWTF Final Budget Approval:	\$ 308,239.83	
Summary	For Department Use Only	
	Approval	Final Budget Approval
Architectural Drafting - Salary & Benefits	\$ 60,295.34	Approved \$ 60,295.34
Architectural Drafting - Supplies	\$ 1,324.03	Approved \$ 1,324.03
Architectural Drafting - Program Total	\$ 61,619.37	\$ 61,619.37
Canine Caretaker Instructor - Salary & Benefits	\$ 54,106.64	Approved \$ 54,106.64
Canine Caretaker Assistant Instr - Salary & Benefits	\$ 37,128.00	Approved \$ 37,128.00
Canine Caretaker - Travel	\$ 4,000.00	Approved \$ 4,000.00
Canine Caretaker - Supplies	\$ 47,393.45	Approved \$ 47,393.45
Canine Caretaker - Equipment	\$ 1,819.94	\$ 1,819.94
Canine Caretaker - Program Total	\$ 144,448.03	\$ 144,448.03
Recreation - Exercise Equipment	\$ 33,245.84	Approved \$ 33,245.84
Workforce Readiness - Salary & Benefits	\$ 40,787.76	Approved \$ 40,787.76
Workforce Readiness - Supplies	\$ 21,359.65	Approved \$ 21,359.65
Workforce Readiness - Equipment	\$ 6,779.18	Approved \$ 6,779.18
Workforce Readiness - Program Total	\$ 68,926.59	\$ 68,926.59
Total POIIWTF Funds Requested:	\$ 308,239.83	
POIIWTF Final Budget Approval		\$ 308,239.83

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

Facility:	Graceville CF	Fiscal Year:	2019-2020
Title of Program:	Architectural Drafting		
Program Instructor's Name:	Jason Langford		
Program Instructor's Title/Position:	Architect Design Instructor		
Total Hours of Program Participation Per Inmate Per Week:	30	POIIWTF Funds Requested:	\$ 61,619.37
Target Inmate Population (Inmate Criteria):	Verified HS Diploma or GED, TABE Scores of 10+ on Reading, Language and Math TABE Level A	Previous Year's Approved Budget:	\$ 56,219.08
OBIS Course Code:			

1. Program Narrative:
<p>The GRCF Computer Aided Drafting and Design program is designed to prepare students for employment in the technical drafting industry. After successfully completing the program, students will be able to develop technical drawings with both a computer aided drafting software workstation and traditional drafting tools. The program focuses on the area of architectural drafting; however, students are also introduced to other disciplines, such as civil, structural electrical/electronic and mechanical drafting. Upon successful completion of our program, students will be qualified to pursue entry-level positions in drafting, product design, cartography, estimating sales and quality control.</p>
2. Specific Activities:
(Include information about service delivery and timelines.)
The architectural drafting program is designed to prepare student for employment or advanced training in the drafting industry.
3. How does this program have the potential to aid inmates' reintegration into society?
Inmates completing AUTOCAD will receive a Department of Education Certificate issued for the highest level of mastery. This vocational skill will be a great addition to the completers resume, and also boost confidence of individual entering the job market.
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.)
Participants will master the following areas: DATA CODE A-Blueprint Reader, DATA CODE B-Drafting Assistant, DATA CODE C-Architectural Detailer
5. Describe your evaluation plan for assessing how well the program met its goals and objectives.
The success of the program will be determined by completion hours and the demonstration of competency on each of the standards, and hands-on activities at the 80% level.
6. Staff Qualifications (Attach Job Description)
(Include biographical information or required minimum qualifications for any staff and volunteers):
This requires a fulltime staff member to instruct the program. Staff member must be a Florida Department of Education Certified Instructor. (Job description is attached)
7. Attach Program Curriculum (e.g., Department of Education, Auburn University, etc.)
The warden or designee certifies that this POIIWTF application is compliant with the DMS contract, DMS IWTF policy, and all laws and rules of the State of Florida.

Jeff Thomas, Warden

Electronic Signature

February 15, 2019

Date

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

1. **Personnel**
 - a. Each individual should be identified by name and position.- Jason Langford, **Architect Design Instructor**
 - b. Time commitments should be included as hours or percentage of time stated for each position.-**40 hrs per week**
 - c. The total charges for each person listed includes an explanation of how the costs have been calculated.-**\$60,295.34 (\$48,236.37 x 25%)**
 - d. Indicate which individuals (if any) are volunteers.-**N/A**
2. **Fringe Benefits**
 - a. Identify which individuals are eligible for fringe benefits.-**Jason Langford**
 - 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**
N/A
4. **Supplies**
See attachment C
5. **Equipment Rental/Purchase**
See attachment C
6. **Other**

Department of Management Services

Private Prison Monitoring

Attachment C: Budget Narrative

Privately Operated Institutions Inmate Welfare Trust Fund (POIIWTF)

Facility:	Graceville CF	Fiscal Year:	2019-2020
Title of Program:	Architectural Drafting	Program Instructor's Name:	Jason Langford
Previous Year's Approved Budget for This Program:	\$ 56,219.08		
Previous Year's Expenditure for This Program:	\$ 40,169.86		
POIIWTF Funds Requested for This Program:	\$ 61,619.37		
Budget Summary (Lines can be added as needed)			
Item	Quantity	Amount Requested	Narrative
Staffing Salary	1	\$ 48,236.27	2% merit increase
Staffing Fringe Benefits	1	\$ 12,059.07	25%
Travel			
Supplies	1	\$ 1,324.03	
Equipment		\$ -	
Other		\$ -	
Total		\$ 61,619.37	
Supplies & Materials Breakdown (Lines can be added as needed)			
Description	Number of Units	Cost Per Unit	Total Cost
Ticonderoga #2 Penciles	1	\$ 19.99	\$ 22.09
Boise X-9 Copy Paper, Ledger Paper Size	2	\$ 69.19	\$ 152.91
Parchment Tracing Paper	2	\$ 17.39	\$ 38.43
Post-it Notes	1	\$ 18.99	\$ 20.98
Autodesk Revit 2017 Architectural Fundamentals	4	\$ 38.00	\$ 167.96
AutoCAD 2018 Instructor (student guide)	5	\$ 44.00	\$ 243.10
BTOD 100 MC Deluxe Mesh Back Office Chair	1	\$ 199.99	\$ 220.99
HP 43X, Black Original Cartridge (C8543X)	1	\$ 338.09	\$ 373.59
Residential Design Using Autodesk Revit 2018	1	\$ 39.00	\$ 43.10
Residential Design Using AutoCAD 2018	1	\$ 37.00	\$ 40.89
Supplies & Materials Total (Tax 7.5% & Freight 3%)			\$ 1,324.03
Equipment Breakdown (Lines can be added as needed)			
Description	Number of Units	Cost Per Unit	Total Cost
			\$ -
			\$ -
Equipment Total			\$ -

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

Facility:	Graceville Correctional Facility	Fiscal Year:	2019-2020
Title of Program:	Canine Caretaker		
Program Instructor's Name:	Charles Linderman		
Program Instructor's Title/Position:	Dog Trainer, IWTF		
Total Hours of Program Participation Per Inmate Per Week:	30	POIIWTF Funds Requested:	\$ 144,448.03
Target Inmate Population (Inmate Criteria):	HO3 inmates who desire to become involved in Canine Health	Previous Year's Approved Budget:	\$ 131,992.85
OBIS Course Code:			

1. Program Narrative:
According to the US Bureau of Labor Statistics, the need for trained veterinary assistants will continue to grow through a 2019 perspective. It is expected to have as many as 100,00 available jobs in 2019. Jobs will always be available because animals will always need care. This, along with other career opportunities within the field, makes training a good starting point in the field of veterinary care, especially since most of the inmates housed in the facility will continue to reside in Florida, once released.
2. Specific Activities:
(Include information about service delivery and timelines.)
This program will last for 1,200 hours and requires the inmate to have an 8th grade reading score and a 9th grade math score on the TABE test. The course will include class and supervised hands on demonstrations. They will receive coursework that will enable them to have a basic understanding of veterinary care and be able to practice these skills on live animals. Once released the skills acquired during the program, coupled with their ability to communicate effectively in an animal science environment will make them prime candidates in the veterinary care job market.
3. How does this program have the potential to aid inmates' reintegration into society?
The potential for a career that will allow the inmate to support himself without having to deal with the stigma of being a felon is of great benefit for those inmates that want to have legal employment. A man, in our society, is often defined according to whether he is employed or not. To be able to have the potential for employment stops a lot of the negativity witnessed among those that are about to EOS.
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 goals of this program are: To provide the instructional components of the veterinarian assistant curriculum as prescribed by the program, To investigate job outlook and opportunities with each inmates community setting in the veterinarian assistants field, To train interested inmates in skills that would benefit them in other vocational areas offered at the facility, specifically the canine program.
5. Describe your evaluation plan for assessing how well the program met its goals and objectives.
This assessment will be how enrollees complete the course.
6. Staff Qualifications (Attach Job Description)
(Include biographical information or required minimum qualifications for any staff and volunteers):
Job Description is attached.
7. Attach Program Curriculum (e.g., Department of Education, Auburn University, etc.)

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

Jeff Thomas, Warden
Electronic Signature

February 15, 2019
Date

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

- 1. Personnel**
 - a. Each individual should be identified by name and position.- **Charles Linderman, Dog Trainer; Unknown, Assistant Dog Trainer**
 - b. Time commitments should be included as hours or percentage of time stated for each position.- **40 hrs per week**
 - c. The total charges for each person listed includes an explanation of how the costs have been calculated.- **\$54,106.63 (\$43,285.31 x 25%); \$37,128.00**
 - d. Indicate which individuals (if any) are volunteers. - **N/A**
- 2. Fringe Benefits**
 - a. Identify which individuals are eligible for fringe benefits.- **Charles Linderman, Dog Trainer; Unknown, Assistant Dog Trainer**
 - 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.
 - b. All travel costs must comply with state policies and procedures.
 - c. Reimbursement requests for travel must include a state travel voucher.
 - 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.- **Auburn Quarterly Meetings (Auburn Alabama, 280 miles round-trip Van Rental \$205.00 x 4 =\$820.00, Gas \$60.00 x 4 =\$240.00 \$36.00 per diem for 5 days x 4 = \$720.00, and \$475.00x4 = \$1,900 for hotel.)**
 - e. Detail the purpose of the proposed travel.- **Quarterly Meetings**
 - f. For each item, include an explanation of how these charges are necessary for the successful completion of the program.- **Mandatory Auburn Meetings**
- 4. Supplies**

See attachment C
- 5. Equipment Rental/Purchase**

See attachment C
- 6. Other**

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

Facility:	Graceville CF	Fiscal Year:	2019-2020
Title of Program:	Canine Caretaker	Program Instructor's Name:	Charles Linderman
Previous Year's Approved Budget for This Program:	\$ 131,992.85		
Previous Year's Expenditure for This Program:	\$ 58,128.82		
POIIWTF Funds Requested for This Program:	\$ 144,448.03		
Budget Summary (Lines can be added as needed)			
Item	Quantity	Amount Requested	Narrative
Staffing Salary (Canine Caretaker)	1	\$ 43,285.31	2% Merit Increase
Staffing Fringe Benefits	1	\$ 10,821.33	25%
Total Canine Caretaker Instructor		\$ 54,106.64	
Staffing Salary (Assistant Caretaker)	1	\$ 29,702.40	2% Merit Increase
Staffing Fringe Benefits	1	\$ 7,425.60	25%
Total Assistant Canine Caretaker Instructor		\$ 37,128.00	
Travel	1	\$ 4,000.00	Quarterly Meetings
Supplies		\$ 47,393.45	
Equipment		\$ 1,819.94	
Other		\$ -	
Total		\$ 144,448.03	
Supplies & Materials Breakdown (Lines can be added as needed)			
Description	Number of Units	Cost Per Unit	Total Cost
Office Supplies (paper, pens, pencils, staples, folders, paper clips, lined paper, binders, diver tabs)	1	\$ 750.00	\$ 828.75
Toys/Training Aids	1	\$ 1,000.00	\$ 1,105.00
Nylabones (Med/Large)	1	\$ 450.00	\$ 497.25
K-9 Waste Disposal bags (Roll #20)	400	\$ 1.00	\$ 442.00
Health Care Products K-9	1	\$ 750.00	\$ 828.75
Dog Care (Grooming Brushes/Tooth Brushes etc.)	1	\$ 240.00	\$ 265.20
Vet Services	100	\$ 75.00	\$ 8,287.50
Heartguard/Heartworm Medication/(Per Dose)	300	\$ 8.00	\$ 2,652.00
K-9 AdvantixII/Flea & Tick Medication/(Per Dose)	300	\$ 11.00	\$ 3,646.50
Dog Food/Purina Pro Plan Sport	515	\$ 50.00	\$ 28,453.75
Identification Tags	70	\$ 5.00	\$ 386.75
Supplies & Materials Total (Tax 7.5% & Freight 3%)			\$ 47,393.45
Equipment Breakdown (Lines can be added as needed)			
Description	Number of Units	Cost Per Unit	Total Cost
Sterilite Storage Totes (Plastic Containers)	24	\$ 5.00	\$ 132.60
Camera Accessories (Battery + SD Upgrade)	1	\$ 110.00	\$ 121.55
X-Large Kennels 39"L X 26"W X 30"H	5	\$ 160.00	\$ 884.00
X-Large Kennel Door (Replacements)	6	\$ 12.00	\$ 79.56
Program DVD Player (Blu-Ray)	1	\$ 120.00	\$ 132.60
Dog Handler Equipment Pouches	10	\$ 12.50	\$ 138.13
Construction Materials for K9 Training & Agility	1	\$ 250.00	\$ 276.25
Andis Clipper Trimmers 12 Pc. Combo Kit	1	\$ 50.00	\$ 55.25
Equipment Total (Tax 7.5% & Freight 3%)			\$ 1,819.94

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

Facility:	Graceville Correctional Facility	Fiscal Year:	2019-2020
Title of Program:	Exercise Equipment for Recreation Yard		
Program Instructor's Name:	TBA		
Program Instructor's Title/Position:	Recreation Specialist		
Total Hours of Program Participation per Inmate per Week:	0	IWTF Funds Requested:	\$ 33,245.84
Target Inmate Population (Inmate Criteria):		Previous Year's Approved	\$ -
OBIS Course Code:			

1. Program Narrative: Enhance the current recreational experience by adding additional exercise equipment. The additional equipment will allow more inmates to have access to exercise equipment during recreation time which will decrease overall stress levels.
2. Specific Activities (Include information about service delivery and timelines.): Adding additional exercise equipment for the inmates for recreation to allow for more recreation program participation.
3. How does this program have the potential to aid the inmate's reintegration into society? Enhancing current exercise equipment supply will allow more inmates to prepare for reintegration to society by being healthy and physically fit.
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.) Adding additional exercise equipment to enhance what is currently used to expand the recreation program.
5. Describe your evaluation plan for assessing how well the program met its goals and objectives. Security staff will continue to monitor the inmates on the recreational yard.
6. Staff Qualifications (Attach Job Description) (Include biographical information or required minimum qualifications for any staff and volunteers): Outside vendor will provide materials. Equipment will be delivered and installed by GEO Maintenance.
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.

Jeff Thomas, Warden
Electronic Signature

February 15, 2019
Date

Department of Management Services

Private Prison Monitoring

Attachment B: Budget Instructions

Privately Operated Institutions Inmate Welfare Trust Fund (IWTF)

1. Personnel

N/A

2. Fringe Benefits

N/A

3. Travel

N/A

4. Supplies

See attachment C

5. Equipment Rental/Purchase

See attachment C

6. Other

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

Facility:	Graceville CF	Fiscal Year:	2019-2020
Title of Program:	Exercise Equip for Rec Yard	Program Instructor's Name:	TBA

Previous Year's Approved Budget for This Program:	\$ -
Previous Year's Expenditure for This Program:	\$ -
IWTF Funds Requested for this program:	\$ 33,245.84

Budget Summary (Lines can be added as needed)			
Item	Quantity	Amount Requested	Narrative
Staffing Salary			
Staffing Fringe Benefits			
Travel			
Supplies			
Equipment		\$ 33,245.84	Exercise Equipment
Other (Please Specify in Narrative)			
Total		\$ 33,245.84	

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
Prison Arm Curl/Shoulder Raise	2	\$ 2,530.00	\$ 5,439.50
Prison Shoulder Press	2	\$ 2,625.00	\$ 5,643.75
Prison Bench Press	2	\$ 2,875.00	\$ 6,181.25
Prison Squat	2	\$ 3,485.00	\$ 7,492.75
Shipping Cost for Arm Curl/Shoulder & Bench Press/Squat	1	\$ 2,800.00	\$ 3,010.00
IC PR020 Exercise Bike	4	\$ 1,274.09	\$ 5,478.59
Equipment Total (Includes 7.5% Sales Tax)			\$ 33,245.84

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

Facility	Graceville Correctional Facility	Fiscal Year:	2019-2020
Title of Program	Workforce Readiness		
Program Instructor's Name:			
Program Instructor's Title/Position:	Academic Instructor		
Total Hours of Program Participation Per Inmate Per Week	30	POIIWTF Funds Requested:	\$ 68,926.59
Target Inmate Population (Inmate Criteria):	Any students in our Program	Previous Year's Approved Budget:	\$ 55,160.13
OBIS Course Code:			

1. Program Narrative
To provide as much academic assistance as possible. This will facilitate our mission to transition as many job ready inmates into society as possible. This position will provide our students a teacher who will help provide specialized instructions in student's accessed weak academic areas.
2. Specific Activities:
(Include information about service delivery and timelines.)
This instructor will be moved from class to class and dorm to dorm providing specialized academic instruction. This service will be provided daily during our AM and PM sessions. Activities may include, but are not limited to: Conducting guided groups Developing prior knowledge with trade books and textbooks Reading aloud Providing vocabulary enrichment activities Providing writing workshop assistance Providing assistance on classroom projects and/or reports Any other duties as assigned.
3. How does this program have the potential to aid inmates' reintegration into society?
Will enhance opportunities for employment in the career field chosen by the student.
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 remediation to those who are looking to pursue a GED here at our facility, raise their TABE scores for certification, and develop skills that will help them get jobs after they leave prison.
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 GED certificates received by inmates as well as in progression by grade level on the TABE.
6. Staff Qualifications (Attach Job Description)
(Include biographical information or required minimum qualifications for any staff and volunteers):
The instructor must possess a valid Florida teaching certificate or qualify for a temporary academic Florida teaching certificate.
7. Attach Program Curriculum (e.g., Department of Education, Auburn University, etc.)

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

Jeff Thomas, Warden

Electronic Signature

February 15, 2019

Date

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

- 1. Personnel**
 - a. Each individual should be identified by name and position.- **Unknown, Resource Teacher**
 - 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.- **\$40,787.76 (\$32,630.21*25%)**
 - d. Indicate which individuals (if any) are volunteers. **N/A**
- 2. Fringe Benefits**
 - a. Identify which individuals are eligible for fringe benefits. - **Unknown, Resource Teacher**
 - 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. **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**
See attachment C
- 5. Equipment Rental/Purchase**
See attachment C
- 6. Other**

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

Privately Operated Institutions Inmate Welfare Trust Fund (POIIWTF)

Facility:	Graceville	Fiscal Year:	2019-2020
Title of Program:	Workforce Readiness		
Previous Year's Approved Budget for This Program:	\$ 55,160.13		
Previous Year's Expenditure for This Program:	\$ -		
POIIWTF Funds Requested for This Program:	\$ 68,926.59		
Budget Summary (Lines can be added as needed)			
Item	Quantity	Amount Requested	Narrative
Staffing Salary		\$ 32,630.21	
Staffing Fringe Benefits		\$ 8,157.55	25% (\$40,787.76 salary + benefits)
Travel		\$ -	
Supplies		\$ 21,359.65	
Equipment		\$ 6,779.18	
Other-			
Total		\$ 68,926.59	
Supplies & Materials Breakdown (Lines can be added as needed)			
Description	Number of Units	Cost Per Unit	Total Cost
Office Supplies/Classroom Supplies	1	\$ 3,000.00	\$ 3,315.00
GED Math Practice Books	30	\$ 100.00	\$ 3,315.00
GED RLA Practice Books	30	\$ 100.00	\$ 3,315.00
GED Science Practice Books	30	\$ 100.00	\$ 3,315.00
GED Social Studies Practice Books	30	\$ 100.00	\$ 3,315.00
Mavis Beacon Typing Software	4	\$ 20.00	\$ 88.40
United Streaming Account	1	\$ 250.00	\$ 276.25
SMART Book or Comparable Software	12	\$ 100.00	\$ 1,326.00
Copy Paper	30	\$ 20.00	\$ 663.00
Supplies for students	1	\$ 1,000.00	\$ 1,105.00
Educational Software	1	\$ 1,200.00	\$ 1,326.00
Supplies & Materials Total (Tax 7.5% & Freight 3%)			\$ 21,359.65
Equipment Breakdown (Lines can be added as needed)			
Description	Number of Units	Cost Per Unit	Total Cost
Teacher Laptop	1	\$ 800.00	\$ 884.00
Student Laptops	3	\$ 800.00	\$ 2,652.00
ELMO scanner	3	\$ 800.00	\$ 2,652.00
Headphones	4	\$ 20.00	\$ 88.40
Computer Supplies	1	\$ 300.00	\$ 331.50
Fusion Cargo cart	1	\$ 35.00	\$ 38.68
Supply Cart	1	\$ 120.00	\$ 132.60
Equipment Total (Tax 7.5% & Freight 3%)			\$ 6,779.18