

Proposal Elements - GrantWorks, Inc. Building Florida's Semiconductor Cluster

Building Central Florida's Semiconductor Cluster for Broad-Based Prosperity: Build Back Better Regional Challenge - Proposal for grant management and administrative services for a \$50.1 million Economic Development Administration award to help diversify the tourism-based economy in Central Florida by stimulating growth in the regions semiconductor and microelectronics sector.

Figure 9. Tailored strategies and GrantWork's Innovations will facilitate the Coalition's success.

EDA Liaison
Former EDA Technical Staffer facilitates communication, leads EDA bootcamp, and provides EDA-specific templates and tip sheets.

"The Works" Specialized Grant Management Toolset
Comprehensive data and administrative tools, centered around our GW 20/20 BBB tailored, secure, cloud-based, software solution

Integrated Local MWBE Support
Our Coalition Relationship Manager fosters open communication, provide information, and takes questions or concerns to our PM.

2 CFR 200/EDA Boot Camp
Our Economic Development Technical Advisor and EDA Liaison will provide the Coalition initial EDA training, and on-going technical assistance.

BBB Grant Specific Templates and Tips
We provide proven EDA-grant specific templates and corresponding tip sheets.

Continuous EDA Grant Technical Assistance
Our experts continuously support the Coalition with technical assistance, instructions and advice, and facilitate communications with EDA.

Component Project Grant Integration
Our Grant Management Plan efficiently balances shared and unique administration services among the six component projects.

Advantages for Osceola County

The GrantWorks Team maintains easy communication and responsiveness with Coalition members.

EDA Liaison. Our PM was an Economic Development Specialist at the EDA.

"The Works" Our innovative, BBB tailored, secure, grant management software solution and toolset.

Local MWBE. Kelly Trace, REACH (MWBE), will provide Coalition Relationship Management.

EDA Boot Camp. 2 CFR 200 and EDA experts will train and provide ongoing BBB technical assistance to the Coalition.

Project Integration. Our Grant Management Plan balances shared and unique project administration services.

TAB C PROJECT APPROACH | 83

RFP-23-13481-TP
USDOC EDA AWARD 04-79-07805

GENERAL GRANT ADMINISTRATION SERVICES FOR BUILD BACK BETTER GRANT FUNDED PROJECTS

Osceola County, Florida
January 17, 2023

RFP-23-13481-TP GENERAL GRANT ADMINISTRATION SERVICES FOR BUILD BACK BETTER GRANT FUNDED PROJECTS

C.1.4 Grant Management Organization

Our project organization reflects our grant management strategy by offering simplicity for the Coalition. We provide a single grant administration point of contact for each Coalition project team, an EDA liaison able to support all Coalition projects, and seamless access to a wide range of technical experts. This structure provides for clear reporting, and dedicated points of contact, and continuous technical assistance.

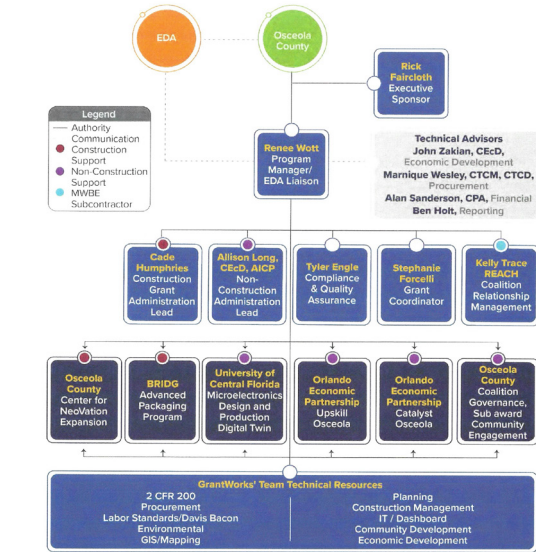


Figure 8. Access to Experts. GrantWorks key staff provide the Coalition an optimal balance of EDA and 2 CFR 200 expertise, combined with central Florida expertise and availability.

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TAB C - PROJECT APPROACH | 80

RFP-23-13481-TP GENERAL GRANT ADMINISTRATION SERVICES FOR BUILD BACK BETTER GRANT FUNDED PROJECTS

TYLER ENGLE, MBA
GRANT COMPLIANCE & QUALITY ASSURANCE MANAGER
(423) 220-7100
tyler.engage@grantworks.net

PROGRAM ROLE & RESPONSIBILITIES

Tyler Engle's keen eye for detail and economic development background make him an ideal choice to serve as the Grant Compliance & Quality Assurance Manager. Tyler will coordinate all compliance oversight activities across the component projects, and schedule quality assurance/quality control (QA/QC) checkpoints at established project milestones. He will review and verify the accuracy of documentation prior to submittal to the EDA and the County, and review all documents, procurements, and grant monitoring data prior to distribution to internal and external partners.

PROFESSIONAL QUALIFICATIONS

Tyler brings broad-ranging expertise in local government operations and success in economic development projects and programs established in coordination with local, state, and federal entities. His experience includes managing state and federal grant portfolios and monitoring and ensuring project progress and success.

RELEVANT EXPERIENCE

Economic Development Coordinator, GrantWorks, Inc.
Erwin, Tennessee, July 2022 to Present

Tyler provides grant administration support on a range of federal and state grant programs. He provides technical assistance in understanding needs and requirements of grant programs. Tyler ensures continuous engagement and end-to-end client support, and submits timely and thorough pay applications and reports on the client's behalf.

- Prepares project progress reports for agency submission
- Creates project-specific procurement documents and assists in preparation of contracts for use by client in project environment
- Develops project narratives for stakeholder use
- Works with Clients to design project and program timelines for successful and compliant implementation

BEST VALUE TO PROGRAM

- Economic development expertise gained as former Executive Director of a County Economic Development Board
- 2 CFR 200 Compliance
- Quality Assurance and Business Process expertise

EDUCATION

Master of Business Administration
Rutgers Business School
Camden, New Jersey, 2018

Bachelor of Arts, Psychology & Sociology
Carson-Newman College,
Jefferson, Tennessee, 2011

TRAINING

Economic Development
Institute Oklahoma University,
September 2021

Lean and Six Sigma Business
Process Training, 2018

PROFESSIONAL AFFILIATIONS

Member, International
Economic Development
Council, 2019-2022

Member, Southern Economic
Development Council, 2019-
2022

Member, International City/
County Management
Association, 2019-2022

(continued)

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TAB B - FIRM QUALIFICATIONS & EXPERIENCE | 18

RFP-23-13481-TP GENERAL GRANT ADMINISTRATION SERVICES FOR BUILD BACK BETTER GRANT FUNDED PROJECTS

ROCKPORT CENTER FOR THE ARTS
Rockport, Texas

BACKGROUND

Coastal Living Magazine has called the City of Rockport, Texas, a "Top Ten Coastal Art Colony." A cooperative of local artists established the nonprofit Rockport Art Association in 1969. The organization has been a vital part of the Rockport community for over 50 years.

In 2017, Hurricane Harvey made landfall in the City. The storm's 130-mile-per-hour winds destroyed homes, businesses, and integral community resources, including the county courthouse, local high school, and Rockport Center for the Arts (RCA). The hurricane decimated much of downtown Rockport. With a local economy dependent on tourism, restoring the infrastructure to support and attract visitors was critical.

City leaders recognized the community's connection to art could be a key element of their long-term recovery plan. A new cultural center building had been planned before the hurricane, but was viewed as an opportunity to anchor downtown economic revitalization after the storm.

The project was funded partly by a \$5 million grant from the U.S. Department of Commerce Economic Development Administration (EDA), with a \$3.7 million non-federal match. The balance was raised by the Rockport Art Association capital campaign.

The new RCA was designed to help the City retain its existing workforce of artists and entrepreneurs and bolster tourism. Strategically located within blocks of an Opportunity Zone designated under the 2017 Tax Cuts and Jobs Act, the RCA adds value to existing incentives for private investment in the downtown area.

The building was designed for resiliency by Richter Architects, while the exteriors are clad in clipboard siding that is traditional

PROJECT

EDA Grant Administration for a \$12.5 million Cultural Center

CLIENT

City of Rockport, Texas & Rockport Center for the Arts

REFERENCE

Luis Puron
Executive Director
Rockport Center for the Arts
638 E Market Street
Rockport, Texas 78382
(361) 450-8022
N/A
luis@rockportartcenter.com

WORK PERFORMED

- EDA Grant Administration
- Project Management
- 2 CFR 200 Procurement
- Financial Management
- Environmental Services
- Data Tracking & Reporting
- Acquisition & URA
- Stakeholder Coordination
- Recordkeeping
- Planning
- Davis-Bacon Labor Standards Monitoring
- Construction Management
- Closeout

PERFORMANCE PERIOD

March 2019 to March 2024

ANNUAL CONTRACT AMOUNT

\$2,183,480

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TAB B - SIMILAR PROJECTS | 64

RFP-23-13481-TP GENERAL GRANT ADMINISTRATION SERVICES FOR BUILD BACK BETTER GRANT FUNDED PROJECTS

AMERICAN RESCUE PLAN ACT OF 2021
Program Implementation Case Study

GrantWorks began offering administration and advisory services to municipalities awarded funds through pandemic relief programs as soon as the first major economic stimulus bill, the Coronavirus Aid, Relief, and Economic Security (CARES) Act of 2020—was signed into law March 27, 2020. In anticipation of broader federal response, GrantWorks' leadership began studying federal Coronavirus recovery planning and legislative activity.

When Congress passed the American Rescue Plan Act (ARPA) of 2021—a \$1.9 trillion stimulus package that included \$350 billion in State and Local Fiscal Recovery Funds (SLFRF)—GrantWorks was positioned and prepared to immediately support our state and local government clients.

Recognizing the administrative complexity required in the administration of ARPA funds, GrantWorks created a new internal organization 100% dedicated to helping communities manage ARPA grants. We assembled a cross-functional team of 40 seasoned, multi-disciplinary professionals, guided by four executive-level subject matter experts—supported by the broad expertise of GrantWorks' resource pool of technical specialists focused on 2 CFR 200 compliance, labor standards, environmental compliance, GIS mapping, broadband services, grant writing, financial management, stakeholder engagement, data management and reporting.

This team built a framework of ARPA-specific project management tools and best practices and a comprehensive library of template documents, forms, contracts, and tools designed to address the unique opportunities and challenges that ARPA presents. Clients receive comprehensive grant administration support, guidance on project selection and eligibility, 2 CFR 200 procurement assistance, environmental review services, construction management, labor standards monitoring, and a full range of reporting, and financial process support for construction projects. GrantWorks also assists clients in analyzing and identifying loss revenue for ARPA eligibility, subrecipient management, and developing policies/procedures for and implementation of non-construction projects.

\$900M
IN RECOVERY FUNDS
BEING MANAGED

180
CITY & COUNTY CLIENTS

800+
PROJECTS UNDERWAY

ARPA-Dedicated Team

- Senior Director
- Lead Project Managers (4)
- Project Managers (27)
- Program Specialists (2)
- Program Quality Manager
- Executive-Level Subject Matter Experts (4)

In November 2022, the New Jersey Department of Community Affairs named GrantWorks as one of only four vendors approved to provide ARPA grant administration support to cities and counties in the state.

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TAB B - SIMILAR PROJECTS | 74

RFP-23-13481-TP GENERAL GRANT ADMINISTRATION SERVICES FOR BUILD BACK BETTER GRANT FUNDED PROJECTS

Tasks & Services

	1	2	3	4	5	6
Grant Administration: Procurement Compliance						
Procurement oversight						
Support preparation of contracts and agreements						
Prepare competitive and non-competitive procurement documentation						
Grant Administration: Subaward Monitoring						
Subaward Mitigation Strategies						
Subaward Monitoring						
Data Management Software and Housing						
**Reporting and Data Management (GW 20/20)						
Recordkeeping/Document Housing/Digital Document Library						
Quick Access to CD-450, SACs, EDA Standard Terms and Conditions						
EDA Technical Support and Liaison						
**Policy & Procedures Manual (execution guidance)						
**Engineer/Architect Compliance Manual						
**Coalition/Client Grant Management Bootcamp						
EDA Compliance/Technical Assistance/Advisory**Fact/Tip sheets						
EDA Facilitator						
**Funding Source Advisory/Recommendations						
Coalition Engagement and Engagement Support						
Osceola Board Engagement/Governance Structure						
Stakeholder Engagement Support						
Best Practices/White Papers Drafts						
Community Outreach Support						
CMO Management Support						
Press Releases/Social Media content						

Figure 12. Specific Tasks and Services. GrantWorks and the Coalition will collaboratively discuss and finalize our scope to accomplish necessary linkages among the component projects.

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TAB C - PROJECT APPROACH | 130