

AMENDMENT NO. 1
PROGRAM YEAR 2025-2026
TO
SUB-GRANT AGREEMENT NO. 2024-2025-CR-WIOA-OSY-54000
BETWEEN
CAREERSOURCE BROWARD
AND
HELPING ADVANCE AND NURTURE THE DEVELOPMENT OF YOUTH, INC.
(HANDY, INC.) SUBRECIPIENT

Formerly Known As: Helping Abused, Neglected and Disadvantaged Youth, Inc.

THIS IS NOT AN AGREEMENT FOR RESEARCH AND DEVELOPMENT

UEI #	CSULHY6PHV31
FEDERAL AWARD IDENTIFICATION (FAIN) #	24A55AY000073
FEDERAL AWARD DATE	4/1/2024
TOTAL FEDERAL AWARD	\$2,021,353
FEDERAL AWARDDING AGENCY	US DOL
ALN #	17.259
PASS THROUGH ENTITY	Florida Commerce
CONTRACT OFFICER	Carol Hylton
CONTACT INFORMATION	Per Notice Section in the Agreement

Pursuant to the Steven's Amendment Consolidated appropriations Act of 2018, Pub. L No. 115- 141, 132 Stat. 348, div. H, Title V, Sec. 505 (Mar. 23, 2018)

1. The percentage of the total costs of the program or project which will be financed with Federal money is 100 percent.
2. The dollar amount of Federal funds for the project or program is \$152,000.
3. The percentage and dollar amount of the total costs of the project or program that will be financed by non-governmental sources is 0 percent.

THIS AMENDMENT TO SUB-GRANT AGREEMENT NO. 2024-2025-CR-WIOA-OSY-54000, entered into the 18th day of June, 2024 by and between CAREERSOURCE BROWARD hereinafter referred to as CSBD, the administrative entity and fiscal agent for the CareerSource Broward Council of Elected Officials and the Broward Workforce Development Board, Inc. having its principal office at 2890 W. Cypress Creek Road, Fort Lauderdale, FL 33309 and HELPING ADVANCE AND NURTURE THE DEVELOPMENT OF YOUTH, INC. (HANDY) hereinafter referred to as SUB-GRANTEE, existing under and by virtue of the laws of the State of Florida as a not-for-profit corporation, having its principal office at 1717 North Andrews Ave, Fort Lauderdale, FL 33311 to begin on the date this Sub-grant Agreement is executed by the parties.

RECITALS

WHEREAS, CSBD and Sub-Grantee entered into an Agreement effective June 18, 2024 to serve Out-of-School youth under the Workforce Innovation and Opportunity Act of 2014 (WIOA 29 U.S.C. Sec. 3101, et. seq. Public Law 113-128); and

WHEREAS, CSBD wishes to amend the existing Agreement to extend the term of the Sub-Grant Agreement through June 30, 2026, for the continuation of the youth program and to provide funds for the period of the extension as described herein; and

WHEREAS, at their meeting on April 24, 2025, the CSBD governing boards approved an amendment to extend Agreement No. 2024-2025-CR-WIOA-OSY-54000 and the award of funds to SUB-GRANTEE to serve Out-of-School youth;

NOW THEREFORE, in consideration of the premises and the mutual covenants and obligations herein contained, and subject to the terms and conditions hereinafter stated, the parties hereto agree as follows:

1. Article 3, Fiscal Management, Section 3.2.1 Total Compensation is amended by replacing Sub-section 3.2.1 Subparagraph a in its entirety with the underscored language below as follows:

3.2.1 Total Compensation

- a. The compensation awarded for the Out-of-School Youth program funded under this sub-grant amendment shall be One Hundred and Fifty-Two Thousand Dollars and zero cents (\$152,000.00), for the period July 1, 2025 through June 30, 2026 in accordance with the budget attached hereto as Exhibit A.

2. Article 5, Program Requirements, Section 5.17 Sub-Grant Agreement Term, Sections 5.17.1, and 5.17.2, are amended by deleting those sections and replacing the sections in their entirety to incorporate the underscored language as follows and by deleting section 5.17.3 in its entirety:

5.17 Sub-Grant Agreement Term

5.17.1 The term of this Sub-Grant Agreement shall begin on the date it is fully executed by both parties and shall end on June 30, 2026.

5.17.2 The term of this Sub-Grant Agreement may be extended for three additional one-year periods. Renewal shall be at the option of the CSBD governing boards. The continuation of this Sub-Grant Agreement shall be subject to performance as defined herein, and the appropriation and availability of funds as described in this Sub-Grant Agreement.

~~5.17.3 At the end of each CSBD program year, if a new sub-grant agreement, for the same program services as provided for herein, is approved by the CSBD governing boards, or the term of this Sub-Grant Agreement is renewed by the CSBD governing boards for an additional one year period, the term of this Sub-grant Agreement shall automatically be extended from June 30, 2025 until such time as the new Agreement or amendment extending this Agreement, is approved and executed by Sub-Grantee, not to extend beyond September 30 of the calendar year following the end date of the immediately previous Agreement.~~

3. All provisions of the Sub-Grant agreement entered into on June 18, 2024, which are not in conflict with this Amendment, shall continue to be enforced in accordance with the terms and conditions therein.
4. This Amendment and all its attachments are made a part of said Contract. The effective date of the Amendment shall be the date on which it has been signed by all parties.

EXECUTION PAGE

IN WITNESS THEREOF, the parties hereto have made and executed this document on the respective dates under each signature: HELPING ADVANCE AND NURTURE THE DEVELOPMENT OF YOUTH, INC. signing by and through its CEO (Title of Signatory) following Board (Board, Commission, Executive) action on the 16 day of May, 2025 and CareerSource Broward signing by and through its President/CEO, following Board Action on the 24th day of April, 2025.

AS TO HELPING ADVANCE AND NURTURE THE DEVELOPMENT OF YOUTH, INC.:

WITNESSED BY: MS Brown L.S.

Nardege Laforest L.S.

By: [Signature]

(Signature)

Print Name: Kirk Brown

Title: CEO

Date: 06/12/2025

AS TO CAREERSOURCE BROWARD:

WITNESSED BY: S. Martin L.S.

Moya Brathwaite L.S.

By: Carol Hylton

(Signature)

Print Name: Carol Hylton

Title: President/CEO

Date: 06/18/2025

Approved as to form by the CareerSource Broward
General Counsel
2890 West Cypress Creek Road
Fort Lauderdale, FL 33309

BY: [Signature]
Rochelle J. Daniels
General Counsel

EXHIBIT A- HANDY BUDGET
Administration

07/01/2025 - 06/30/2026

Reminder: Administration is limited to 4.72%

Note: Totals will automatically calculate when related cells are filled.

Line Item						TOTAL
Personnel						
Salaries *						0
Fringe Benefits						0
Mileage and Travel						0
Staff Incentives						0
Other (Specify)						0
Total Personnel	0	0	0	0	0	0
Non Personnel						
Supplies						0
Materials						0
Books						0
Teaching Aids						0
Postage						0
Telephone						0
Maintenance						0
Printing						0
Equipment Rental						0
Equipment Purchase						0
Space Rental						0
Insurance						0
Utilities						0
** Indirect Costs						0
Audit						0
Legal						0
Accounting						0
*Profit						0
Other (specify)						0
Other (specify)						0
Other (specify)						0
Other (specify)						0
Other (specify)						0
Total Non-Personnel	0	0	0	0	0	0
Total ADMINISTRATION	0	0	0	0	0	0

Budget Sheet 1 of 6.

All 6 budget pages must be completed.

**EXHIBIT A - HANDY Budget
Services**

07/01/2025 - 06/30/2026

Note: Totals will automatically calculate when related cells are filled.

Line Item						TOTAL
Personnel						
Salaries *	127,160					127,160
Fringe Benefits	23,612					23,612
Mileage and Travel						0
Staff Incentives						0
Other (Specify)						0
Total Personnel	150,772	0	0	0	0	150,772
Non Personnel						
Supplies	736					736
Materials						0
Books						0
Teaching Aids						0
Postage						0
Telephone						0
Maintenance						0
Printing						0
Equipment Rental						0
Equipment Purchase						0
Space Rental						0
Insurance						0
Utilities						0
** Indirect Costs						0
Audit						0
Legal						0
Accounting						0
*Profit						0
Credential Training						0
Other (specify)						0
Background Screening	492					492
Other (specify)						0
Other (specify)						0
Total Non-Personnel	1,228	0	0	0	0	1,228
Total SERVICES	152,000	0	0	0	0	152,000

Budget Sheet 2 of 6.

All 6 Budget pages must be completed.

HANDY Amendment No.1 to Agreement No. 2024-2025-CR-WIOA-OSY-54000 PY
2025-2026

EXHIBIT A - HANDY BUDGET SUMMARY

07/01/2025 - 06/30/2026

Reminder: Administration is limited to 5%

Note: Items with 0 will automatically calculate when related cells are filled.

Line Item	Annual Expense	Administration	Services
Personnel			
Salaries *	127,160	0	127,160
Fringe Benefits	23,612	0	23,612
Mileage and Travel	0	0	0
Other	0	0	0
Staff Incentives	0	0	0
Total Personnel	150,772	0	150,772
Non Personnel			
Supplies	736	0	736
Materials	0	0	0
Books	0	0	0
Teaching Aids	0	0	0
Postage	0	0	0
Telephone	0	0	0
Maintenance	0	0	0
Printing	0	0	0
Equipment Rental	0	0	0
Equipment Purchase	0	0	0
Space Rental	0	0	0
Insurance	0	0	0
Utilities	0	0	0
** Indirect Costs	0	0	0
Audit	0	0	0
Legal	0	0	0
Accounting	0	0	0
*Profit	0	0	0
Other	492	0	492
Total Non- Personnel	1,228	0	1,228

GRAND TOTAL

152,000

* Note: This page is READ ONLY. All values are based on calculation from other sheets.

Budget Sheet 3 of 6.

All 6 Budget pages must be completed.

HANDY Amendment No.1 to Agreement No. 2024-2025-CR-WIOA-OSY-54000 PY
2025-2026

Page 7

EXHIBIT A - HANDY BUDGET PERSONNEL DETAILS
Salaries

List all positions included and the total amount of wages requested for each cost category. Add more lines if necessary. All allocations of salary across cost categories must be supported by matching job descriptions and a cost allocation plan.

NOTE: Columns with 0 will be automatically calculated when other items are entered.

Job Title	Staff member (If known)	Total Annual Salary	% of Salary to Admin Budget	\$ to Admin Budget*	% of Salary to Services Budget	\$ to Services Budget**	% of Salary from Other WorkForce Programs	other WorkForce Programs	Salary from Other Sources of Funding***	Total % (Must total 100)	Total \$
EX: Case Manager	Jane Doe	\$26,000	10	\$2,600	50	\$13,000	10	\$2,600	30	100	\$26,000
Success Coach	Antuon Harris - Success Coach	\$55,000				\$0				0%	\$0
Success Coach	Vacant - Success Coach	\$55,000			100.00%	\$55,000				100%	\$55,000
Program Manager	Rashani Boynton-Program Manager	\$78,000			100.00%	\$78,000				100%	\$78,000
					22.00%	\$17,160	0%	\$0	78%	100%	\$78,000
TOTALS						\$127,160		\$0	\$60,840		\$188,000

*Total must match the total salaries on Administration Budget (Budget Sheet #1)
**Total must match the total salaries on Services Budget (Budget Sheet #2)
***Include all non-WorkForce One Funds

EXHIBIT A - HANDY BUDGET PERSONNEL DETAILS
Fringe Benefits

Enter fringe benefits for all positions listed on Budget page 4. Add more lines if necessary.

NOTE: Columns with 0 will be automatically calculated when other items are entered.

[illegible]

***Total must match the total fringes on Administration Budget (Budget Sheet #1)**

EXHIBIT A - HANDY BUDGET
Non-Personnel Costs

07/01/2025 - 06/30/2026

Itemize any items in your budget under the categories listed and provide cost breakdown.

Add more lines if necessary.

Note: Items with 0 will automatically calculate when related cells are filled.

Cost Category*	Item	Quantity	Unit Cost	Total Cost**
EX: Equipment Purchase	staff desks	10	\$400	\$4,000
<u>Supplies</u>	General Office Supplies: Pens, Pencils, Copy Paper etc.	1	\$736	\$736
	for the year			
<u>Materials</u>				
<u>Books</u>				
<u>Teaching Aids</u>				
<u>Credential Training</u>				
<u>Telephone</u>				
<u>Maintenance</u>				
<u>Printing</u>				
<u>Equipment Rental</u>				
<u>Equipment Purchase</u>				
<u>Space Rental</u>				
<u>Other</u>	Background Checks for Youth	6	82	492
<u>Computer Equipment</u>				
Total				\$1,228

Budget sheet 6 of 6.

All 6 Budget pages must be completed.

HANDY Amendment No.1 to Agreement No. 2024-2025-CR-WIOA-OSY-54000

PY 2025-2026

Page 10

SIGNATURE CERTIFICATE

**REFERENCE NUMBER**
D25E067B-1565-4CEC-8DBB-D6AD070AC323

TRANSACTION DETAILS

Reference Number
D25E067B-1565-4CEC-8DBB-D6AD070AC323

Transaction Type
Signature Request

Sent At
06/09/2025 01:32 PM EDT

Executed At
06/18/2025 02:09 PM EDT

Identity Method
email

Distribution Method
email

Signed Checksum
2028773bfa0b3309a0cb4d93cc1f2f447c3da01b3e182df4d2b1214af6c8eb0

Signer Sequencing
Enabled

Document Passcode
Disabled

DOCUMENT DETAILS

Document Name
HANDY PY-25-26 Amend 1

Filename
HANDY_PY-25-26_Amend_1.pdf

Pages
10 pages

Content Type
application/pdf

File Size
337 KB

Original Checksum
f29df56dcb3af1852b9f1d70cb39fe571a88e736a99b0555aae9fd69875bbf99

SIGNERS

SIGNER	E-SIGNATURE	EVENTS
Name Nardege Laforest	Status signed	Viewed At 06/18/2025 02:08 PM EDT
Email nlaforest@handyinc.org	Multi-factor Digital Fingerprint Checksum 9587f7c66b69dd5a872a67e092bc06eea74ae91902de7250e46a421033dfdd14	Identity Authenticated At 06/18/2025 02:09 PM EDT
Signer Sequence 2	IP Address 50.185.210.73	Signed At 06/18/2025 02:09 PM EDT
Components 1	Device Chrome via Windows	
	Typed Signature 	
	Signature Reference ID E52ADED5	
Name Maxine Brown	Status signed	Viewed At 06/17/2025 03:23 PM EDT
Email mbrown@handyinc.org	Multi-factor Digital Fingerprint Checksum 01fddb7e3d6b63941a97ea37d1686423af1da2f0354f87e0f323253b48d7c138	Identity Authenticated At 06/17/2025 03:26 PM EDT
Signer Sequence 1	IP Address 50.185.210.73	Signed At 06/17/2025 03:26 PM EDT
Components 1	Device Firefox via Windows	
	Drawn Signature 	
	Signature Reference ID AF54B64F	
	Signature Biometric Count 18	

SIGNER	E-SIGNATURE	EVENTS
Name Kirk Brown	Status signed	Viewed At 06/12/2025 01:03 PM EDT
Email kbrown@handyinc.org	Multi-factor Digital Fingerprint Checksum d9b29f498e29195772aaa627345c7ac4861cfa37287a43f8524e73ad102ced78	Identity Authenticated At 06/12/2025 01:06 PM EDT
Signer Sequence 0	IP Address 50.185.210.73	Signed At 06/12/2025 01:06 PM EDT
Components 8	Device Microsoft Edge via Windows	
	Drawn Signature 	
	Signature Reference ID 4AB5B68C	
	Signature Biometric Count 2	

AUDITS

TIMESTAMP	AUDIT
06/09/2025 01:32 PM EDT	Moya Brathwaite (mbrathwaite@careersourcebroward.com) created document 'HANDY_PY-25-26_Amend_1.pdf' on Chrome via Windows from 67.23.70.69.
06/09/2025 01:32 PM EDT	Kirk Brown (kbrown@handyinc.org) was emailed a link to sign.
06/12/2025 12:46 PM EDT	Kirk Brown (kbrown@handyinc.org) was emailed a reminder.
06/12/2025 01:03 PM EDT	Kirk Brown (kbrown@handyinc.org) viewed the document on Microsoft Edge via Windows from 50.185.210.73.
06/12/2025 01:06 PM EDT	Kirk Brown (kbrown@handyinc.org) authenticated via email on Microsoft Edge via Windows from 50.185.210.73.
06/12/2025 01:06 PM EDT	Kirk Brown (kbrown@handyinc.org) signed the document on Microsoft Edge via Windows from 50.185.210.73.
06/16/2025 10:58 AM EDT	Maxine Brown (mbrown@handyinc.org) was emailed a link to sign.
06/17/2025 03:17 PM EDT	Maxine Brown (mbrown@handyinc.org) was emailed a reminder.
06/17/2025 03:23 PM EDT	Maxine Brown (mbrown@handyinc.org) viewed the document on Firefox via Windows from 50.185.210.73.
06/17/2025 03:26 PM EDT	Maxine Brown (mbrown@handyinc.org) authenticated via email on Firefox via Windows from 50.185.210.73.
06/17/2025 03:26 PM EDT	Maxine Brown (mbrown@handyinc.org) signed the document on Firefox via Windows from 50.185.210.73.
06/17/2025 03:26 PM EDT	Nardege Laforest (nlaforest@handyinc.org) was emailed a link to sign.
06/18/2025 11:37 AM EDT	Nardege Laforest (nlaforest@handyinc.org) was emailed a reminder.
06/18/2025 02:08 PM EDT	Nardege Laforest (nlaforest@handyinc.org) viewed the document on Chrome via Windows from 50.185.210.73.
06/18/2025 02:09 PM EDT	Nardege Laforest (nlaforest@handyinc.org) authenticated via email on Chrome via Windows from 50.185.210.73.
06/18/2025 02:09 PM EDT	Nardege Laforest (nlaforest@handyinc.org) signed the document on Chrome via Windows from 50.185.210.73.

SIGNATURE CERTIFICATE



REFERENCE NUMBER

BBE93CDE-7299-456F-9B03-A1FD9BD7421B

TRANSACTION DETAILS

Reference Number

BBE93CDE-7299-456F-9B03-A1FD9BD7421B

Transaction Type

Signature Request

Sent At

06/18/2025 05:37 PM EDT

Executed At

06/20/2025 01:35 PM EDT

Identity Method

email

Distribution Method

email

Signed Checksum

92c7b7a5cef3efd5f6dfbcbf1d3e8fa828a2837430efa55f64ed0e533f08b82e8

Signer Sequencing

Enabled

Document Passcode

Disabled

DOCUMENT DETAILS

Document Name

PE-HANDY PY-25-26 Amend 1

Filename

PE-HANDY_PY-25-26_Amend_1.pdf

Pages

12 pages

Content Type

application/pdf

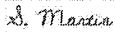
File Size

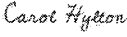
215 KB

Original Checksum

0a657bfa0ed85162098b6c6426afb5983e75453fecc7c67ba2b5bb6368f89284

SIGNERS

SIGNER	E-SIGNATURE	EVENTS
Name Moya Brathwaite	Status signed	Viewed At 06/20/2025 01:32 PM EDT
Email mbrathwaite@careersourcebroward.com	Multi-factor Digital Fingerprint Checksum dfc2b1c26d8141a2c6b9ce3c4c4265833ec64baaa3bfddaf852197904d12b891	Identity Authenticated At 06/20/2025 01:35 PM EDT
Signer Sequence 2	IP Address 67.23.70.69	Signed At 06/20/2025 01:35 PM EDT
Components 1	Device Chrome via Windows	
	Typed Signature 	
	Signature Reference ID AB0B27A3	
Name Sandra Martin	Status signed	Viewed At 06/20/2025 01:31 PM EDT
Email smartin@careersourcebroward.com	Multi-factor Digital Fingerprint Checksum d920cba8edd0bb951927d201f1bb7c0149a4dac7974d7d18384c21ac8f210d0c	Identity Authenticated At 06/20/2025 01:32 PM EDT
Signer Sequence 1	IP Address 67.23.70.69	Signed At 06/20/2025 01:32 PM EDT
Components 1	Device Chrome via Windows	
	Typed Signature 	
	Signature Reference ID A10B9B5A	

SIGNER	E-SIGNATURE	EVENTS
Name Carol Hylton	Status signed	Viewed At 06/18/2025 05:41 PM EDT
Email chylton@careersourcebroward.com	Multi-factor Digital Fingerprint Checksum a9a13571ad50869f1ede7d495ec496d1c75ec1991b98d1317c1f3a23ff622d81	Identity Authenticated At 06/18/2025 05:42 PM EDT
Signer Sequence 0	IP Address 174.211.100.150	Signed At 06/18/2025 05:42 PM EDT
Components 2	Device Mobile Safari via iOS	
	Typed Signature 	
	Signature Reference ID 513BB559	

AUDITS

TIMESTAMP	AUDIT
06/18/2025 05:37 PM EDT	Moya Brathwaite (mbrathwaite@careersourcebroward.com) created document 'PE-HANDY_PY-25-26_Amend_1.pdf' on Chrome via Windows from 67.23.70.69.
06/18/2025 05:37 PM EDT	Carol Hylton (chylton@careersourcebroward.com) was emailed a link to sign.
06/18/2025 05:41 PM EDT	Carol Hylton (chylton@careersourcebroward.com) viewed the document on Mobile Safari via iOS from 174.211.100.150.
06/18/2025 05:42 PM EDT	Carol Hylton (chylton@careersourcebroward.com) authenticated via email on Mobile Safari via iOS from 174.211.100.150.
06/18/2025 05:42 PM EDT	Carol Hylton (chylton@careersourcebroward.com) signed the document on Mobile Safari via iOS from 174.211.100.150.
06/18/2025 05:42 PM EDT	Sandra Martin (smartin@careersourcebroward.com) was emailed a link to sign.
06/20/2025 01:31 PM EDT	Sandra Martin (smartin@careersourcebroward.com) viewed the document on Chrome via Windows from 67.23.70.69.
06/20/2025 01:31 PM EDT	Sandra Martin (smartin@careersourcebroward.com) viewed the document on Chrome via Windows from 67.23.70.69.
06/20/2025 01:32 PM EDT	Sandra Martin (smartin@careersourcebroward.com) authenticated via email on Chrome via Windows from 67.23.70.69.
06/20/2025 01:32 PM EDT	Sandra Martin (smartin@careersourcebroward.com) signed the document on Chrome via Windows from 67.23.70.69.
06/20/2025 01:32 PM EDT	Moya Brathwaite (mbrathwaite@careersourcebroward.com) was emailed a link to sign.
06/20/2025 01:32 PM EDT	Moya Brathwaite (mbrathwaite@careersourcebroward.com) viewed the document on Chrome via Windows from 67.23.70.69.
06/20/2025 01:35 PM EDT	Moya Brathwaite (mbrathwaite@careersourcebroward.com) authenticated via email on Chrome via Windows from 67.23.70.69.
06/20/2025 01:35 PM EDT	Moya Brathwaite (mbrathwaite@careersourcebroward.com) signed the document on Chrome via Windows from 67.23.70.69.