
	AGENCY FOR WORKFORCE INNOVATION <b>Office of Early Learning</b>		
	SUBJECT FILE: 508.04	POLICY NUMBER: OEL-PI-0021-05	
	UNIT: Program	STAFF CONTACT: Lisa L. Barnes, (850) 921-3171	
	ISSUE DATE: July 7, 2005	DEPUTY DIRECTOR: Gladys W. Wilson	

## POLICY SUMMARY



**Subject:** Statewide provider agreement for the VPK program

**Summary:** Private prekindergarten providers and public schools must execute a provider agreement with the early learning coalition before receiving payment under the VPK program. The agreement must have identical terms and conditions to a statewide form, except that amendments to the form may be approved by the Office of Early Learning. This policy adopts the statewide form for the provider agreement.

This policy revises the statewide form for the provider agreement, specifies that witnesses and notarization of signatures are optional, specifies that the coalition must be a party to an agreement, and clarifies who may sign an agreement as the coalition's authorized representative.

THIS POLICY SUMMARY IS UNOFFICIAL AND DOES NOT SUPERSEDE OR REPLACE PROVISIONS OF THE DETAILED POLICY. SEE THE POLICY DETAIL FOR THE FULL EXPRESSION OF THIS POLICY.

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## POLICY DETAIL

**Subject:** Statewide provider agreement for the VPK program

**References:** Section 1002.55(3)(g), F.S.<sup>1</sup>  
 Section 1002.61(7)(a), F.S.  
 Section 1002.63(8)(a), F.S.  
 Section 1002.75, F.S.

**Purpose:** To provide instructions to coalitions concerning the provider agreement for the VPK program

This program instruction replaces OEL-PI-0017-05.

**Background:** In December 2004, at its 2004 Special Session “A,” the Legislature enacted House Bill 1-A (ch. 2004-484, L.O.F.), which created the Voluntary Prekindergarten Education (VPK) Program. The VPK law was approved by the Governor and became effective on January 2, 2005. The law provides that every provider must “register with the early learning coalition on forms prescribed by the Agency for Workforce Innovation” for both the school-year and summer program.<sup>2</sup> The law also gives the Agency for Workforce Innovation the responsibility to “administer the operational requirements of the Voluntary Prekindergarten Education Program at the state level” and to “adopt procedures governing the administration of the Voluntary Prekindergarten Education Program.”<sup>3</sup>

**Instructions:** The Agency for Workforce Innovation has prescribed the use of a provider agreement by early learning coalitions for registering private prekindergarten providers and public schools to deliver the VPK program. Each early learning coalition shall implement the following procedures:

<sup>1</sup> All citations to sections in part V of ch. 1002, F.S. were created by s. 1, ch. 2004-484, L.O.F.

<sup>2</sup> Sections 1002.55(3)(g), 1002.61(7)(a), and 1002.63(8)(a), F.S.

<sup>3</sup> Section 1002.75(1) and (2), F.S.

- (1) ***Agreement required.***—As part of the registration process for the VPK program, the coalition shall require each provider or school to execute a provider agreement with the coalition. The coalition must execute agreements with the identical terms and conditions as Form AWI-VPK 20, and may not alter, delete or change the terms and conditions, except as provided in (5) below.
- (2) ***Coalition required as party to agreement; authorized representatives.***—Either the coalition’s executive director or an authorized representative of the coalition must execute each provider agreement on behalf of the coalition. If an early learning coalition designates an authorized representative, the designation must be in writing and dated. The coalition must remain a party to each provider agreement. This paragraph does not prohibit a coalition from designating an employee of one of its contractors as the coalition’s authorized representative.
- (3) ***Funding.***—A coalition may not submit a provider’s or school’s enrollment to the Agency for Workforce Innovation for purposes of payment for services under the VPK program unless the provider or school has executed the provider agreement and the agreement is received by the coalition. In addition, a provider or school must not be paid for services delivered before the executed agreement is submitted to the coalition.
- (4) ***Witnesses and notarization.***—Either party to the provider agreement, the coalition or the provider or school, may elect to execute the agreement in the presence of witnesses or may have the party’s signature notarized. However, the presence of witnesses and the notarization of a party’s signature are optional for each party and are not required by this program instruction.
- (5) ***Amendments.***—Each amendment to the provider agreement (Form AWI-VPK 20) must be provided in writing, dated, and signed by both the coalition and the provider or school. Each amendment must also be approved by the Agency for Workforce Innovation, Office of Early Learning, before the agreement is executed.
- (6) ***Prior version of agreement.***—If, before the issuance of this program instruction, a coalition and a provider or school have executed a provider agreement using the prior version of Form AWI-VPK 20 (version date 06/15/2005), the agreement remains valid and effective, and a new agreement is not necessary. Provider agreements executed after the issuance of this program instruction must have identical terms and conditions as Form AWI-VPK 20 (version date 07/07/2005).

**Attachment:** Form AWI-VPK 20 (2005-2006 Statewide Provider Agreement)

**Replaces:** This program instruction replaces, and makes the following substantial changes to, OEL-PI-0017-05:

- Specifies that witnesses and notarization of a party's signature are optional.
- Revises provisions of the provider agreement relating to the monitoring of providers and schools to clarify that coalition authority is limited to verifying compliance with VPK program requirements.
- Adds provisions to the provider agreement concerning federal prohibitions against Head Start programs substituting for comparable services and against Title I funds supplanting non-federal funds.
- Specifies that agreements issued using the prior version of Form AWI-VPK 20 remain effective.

**History:** *Original.*—OEL-PI-0017-05 (June 15, 2005). *Revised.*—OEL-PI-0021-05 (July 7, 2005).

PLEASE DIRECT QUESTIONS AND COMMENTS TO THE STAFF CONTACT LISTED ABOVE.

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STATE OF FLORIDA  
VOLUNTARY PREKINDERGARTEN EDUCATION  
PROGRAM  
2005-2006 STATEWIDE PROVIDER AGREEMENT



## I. PARTIES

1. **THIS AGREEMENT** is made and entered into this \_\_\_\_\_ day of \_\_\_\_\_, 2005, by and between the Early Learning Coalition of \_\_\_\_\_, with its principal offices located at \_\_\_\_\_ (hereinafter referred to as "COALITION") and \_\_\_\_\_, with its principal offices located at \_\_\_\_\_ (hereinafter referred to as "PROVIDER").

## II. RECITALS

2. In 2002, the electors of Florida approved Section 1(b) and (c), Article IX of the State Constitution, which required the Legislature to establish, by the 2005 school year, an early childhood development and education program for every 4-year-old child in the state. The State Constitution requires this prekindergarten program to be voluntary, high quality, free, and delivered according to professionally accepted standards.
3. In December 2004, the Legislature enacted House Bill 1-A (chapter 2004-484, Laws of Florida), which created the Voluntary Prekindergarten Education (VPK) Program. The bill was approved by the Governor and became effective on January 2, 2005. The VPK program is available to "[e]ach child who resides in this state who will have attained the age of 4 years on or before September 1 of the school year" (section 1002.53(2), Florida Statutes).
4. The Legislature directed the Agency for Workforce Innovation to administer the operational requirements of the VPK program at the state level and to adopt procedures governing the local administration of the VPK program by Early Learning Coalitions and school districts.
5. The Agency for Workforce Innovation has prescribed use of this Agreement by Early Learning Coalitions for registering private prekindergarten providers and public schools to deliver the VPK program.
6. The COALITION and the PROVIDER understand that there may be a need to revise the terms and conditions of this Agreement in the event of any legislative or funding changes.

## III. PROVIDER ELIGIBILITY

7. The PROVIDER certifies that it has registered with the COALITION by completing and submitting to the COALITION or its designee the Statewide Provider Registration Application (Form AWI-VPK 10) and Class Registration Application (Form AWI-VPK 11). If any information submitted in any of these applications changes, the PROVIDER agrees to notify the COALITION or its designee immediately of the change.
8. The COALITION has reviewed the applications submitted by the PROVIDER (see Paragraph 7) and, based on the information submitted, has determined that the PROVIDER is eligible to deliver the VPK program.
9. Although the COALITION has determined that the PROVIDER is eligible to deliver the VPK program, the PROVIDER understands that the COALITION has an ongoing duty to verify the PROVIDER's compliance with the Florida Statutes, state rules, and procedures of the COALITION and the Agency for Workforce Innovation.

#### IV. PROGRAM REQUIREMENTS

10. The PROVIDER agrees to meet all requirements of the VPK program which are set forth in the Florida Statutes, state rules, and procedures of the COALITION and the Agency for Workforce Innovation, including, but not limited to, standards relating to instructional hours; credentials, training, and background screenings of prekindergarten instructors; minimum and maximum VPK prekindergarten class sizes; and developmentally appropriate curriculum.
11. The PROVIDER agrees to deliver one or both of the following programs:
  - a. A school-year program of at least 540 instructional hours under section 1002.55, Florida Statutes, or section 1002.63, Florida Statutes, for which each of the PROVIDER's VPK prekindergarten classes shall be composed of a minimum of four students (except as authorized by the Agency for Workforce Innovation's procedures) but not more than a maximum of 18 students.
  - b. A summer program of at least 300 instructional hours under section 1002.61, Florida Statutes, for which each of the PROVIDER's VPK prekindergarten classes shall be composed of a minimum of four students (except as authorized by the Agency for Workforce Innovation's procedures) but not more than a maximum of 10 students.
12. The PROVIDER understands that it may organize its VPK prekindergarten classes to combine VPK students and non-VPK students (*i.e.*, blended classes). If the PROVIDER organizes a prekindergarten class that combines VPK students and non-VPK students, the PROVIDER agrees that the class shall not exceed the total number of students permitted by Paragraph 11, counting both VPK students and non-VPK students.
13. The PROVIDER certifies, in accordance with section 1002.67(2)(b), Florida Statutes, that it shall use curricula to deliver the VPK program which:
  - a. Are developmentally appropriate;
  - b. Are designed to prepare students for early literacy;
  - c. Enhance the age-appropriate progress of students in attaining each of the performance standards adopted by the Florida Department of Education (see <http://www.myfloridaeducation.com/earlylearning/>); and
  - d. Prepare students to be ready for kindergarten.
14. The PROVIDER agrees that, if it is licensed under sections 402.301-402.319, Florida Statutes, and the VPK program requirements are more stringent than a staff-to-children ratio, square footage per child, or other requirement imposed under sections 402.301-402.319, Florida Statutes, the PROVIDER shall comply with the VPK program requirements. The PROVIDER further agrees, however, that it shall not violate any requirement imposed under sections 402.301-402.319, Florida Statutes.
15. If the PROVIDER is accredited by an accrediting association that is recognized under the Gold Seal Quality Care program pursuant to section 402.281, Florida Statutes, or is accredited by an accrediting association that is a member of the National Council for Private School Accreditation, the Commission on International and Trans-Regional Accreditation, or the Florida Association of Academic Nonpublic Schools pursuant to section 1002.55(3)(b)1., Florida Statutes, the PROVIDER agrees that it shall comply with the accrediting association's accreditation standards.
16. The PROVIDER agrees that the prekindergarten instructor(s) for each of its VPK prekindergarten classes must:
  - a. Be of good moral character;
  - b. Have been background screened using the Level 2 screening standards in section 435.04, Florida Statutes, within the past 5 years;
  - c. Be permitted to be employed under section 435.06, Florida Statutes; and
  - d. Not be ineligible to teach in a public school because his or her educator certificate is suspended or revoked.

17. The PROVIDER agrees that each of its VPK prekindergarten classes in a school-year (540 instructional hours) program under section 1002.55, Florida Statutes, or section 1002.63, Florida Statutes, if applicable, shall have for each class at least one of the following instructors:
- a. A prekindergarten instructor who:
    - i. Holds a child development associate (CDA) credential issued by the National Credentialing Program of the Council for Professional Recognition or a credential approved by the Florida Department of Children and Family Services under section 1002.55(3)(c)1.b., Florida Statutes, as being equivalent to the national CDA credential; and
    - ii. Has completed a training course approved by the Florida Department of Education under section 1002.59, Florida Statutes, in emergent literacy (if completed on or after October 1, 2005) or has completed training approved by the Florida Department of Children and Family Services under section 402.305(2)(d)5., Florida Statutes, section 402.316(6), Florida Statutes, or section 402.3131(5), Florida Statutes, in early literacy and language development (if completed before October 1, 2005); or
  - b. A prekindergarten instructor who holds one of the educational credentials (*i.e.*, associate's or higher degree) listed in section 1002.55(4), Florida Statutes, or an educational credential approved by the Florida Department of Education under section 1002.55(4)(e), Florida Statutes, as being equivalent to or greater than those educational credentials.
- In addition, the PROVIDER agrees that, for each VPK prekindergarten class composed of 11 or more students (see Paragraph 11), the PROVIDER shall have a second adult prekindergarten instructor who meets the requirements provided in Paragraph 16 but who is not required to have the credentials or training required in this paragraph.
18. The PROVIDER agrees that each of its VPK prekindergarten classes in the summer (300 instructional hours) program under section 1002.61, Florida Statutes, if applicable, shall have for each class at least one prekindergarten instructor who:
- a. Is a certified teacher; or
  - b. Holds one of the educational credentials (*i.e.*, bachelor's or higher degree) listed in section 1002.55(4)(a) or (b), Florida Statutes.

## **V. PROGRAM PERFORMANCE AND PROBATION**

19. The PROVIDER understands that, in accordance with section 1002.69(5), Florida Statutes, the Florida Department of Education shall annually calculate each provider's kindergarten readiness rate, expressed as the percentage of VPK students who are assessed as ready for kindergarten. The kindergarten readiness rate shall be based exclusively on the results of the statewide kindergarten screening for students completing the VPK program.
20. The PROVIDER understands that, in accordance with section 1002.67(3)(c)1., Florida Statutes, if the PROVIDER's kindergarten readiness rate falls below the minimum rate adopted by the State Board of Education as satisfactory, the PROVIDER is required to submit for approval, and implement, an improvement plan.
21. The PROVIDER understands that, in accordance with section 1002.67(3)(c)2., Florida Statutes, if the PROVIDER's kindergarten readiness rate falls below the minimum satisfactory rate for 2 consecutive years, the PROVIDER shall be placed on probation and be required to take certain corrective actions for the VPK program, including, but not limited to, the use of a curriculum approved by the Florida Department of Education.

## **VI. STUDENT ELIGIBILITY AND ENROLLMENT**

22. The PROVIDER understands that the COALITION or its designee shall determine the eligibility of children for enrollment in the VPK Program and shall issue to each eligible child a Certificate of Eligibility (Form AWI-VPK 02). The PROVIDER agrees that it shall not admit a child in the VPK program unless the child has been determined eligible for the program by the COALITION or its designee.
23. The PROVIDER understands that each child's parent or guardian is responsible for finding an eligible private prekindergarten provider or public school to admit the child in the VPK program and that the COALITION shall not assign children to providers or schools.

24. The PROVIDER agrees that, upon deciding to admit a child in the VPK program, the PROVIDER shall notify the COALITION or its designee of the enrollment in accordance with procedures of the COALITION and the Agency for Workforce Innovation. The PROVIDER understands that it shall not be paid for a student who is not enrolled with the COALITION.
25. The PROVIDER understands that it may deliver the VPK program for students who reside in a county other than the county where the PROVIDER is located.
26. The PROVIDER agrees to follow the Agency for Workforce Innovation's procedures for delayed enrollments (*i.e.*, enrolling a student in the VPK program after part of the program instruction has been delivered for other students in the student's VPK prekindergarten class).

## **VII. STUDENT ATTENDANCE AND DISCIPLINE**

27. The PROVIDER agrees that, in accordance with section 1002.71(6)(a), Florida Statutes, the PROVIDER shall provide a copy of its attendance policy in writing to the parent or guardian of each child upon enrollment of the child in the VPK program.
28. The PROVIDER agrees that, if it removes (*e.g.*, dismisses) a student from the VPK program, the PROVIDER shall immediately submit to the COALITION or its designee documentation specifying reasons for removing the student from the program. The PROVIDER understands that, until the PROVIDER submits to the COALITION or its designee documentation specifying reasons for removing the student, the COALITION may withhold payment of funds for all students that the PROVIDER serves in the VPK program.
29. The PROVIDER agrees to document, in accordance with procedures of the COALITION and the Agency for Workforce Innovation, the daily attendance of each student enrolled with the PROVIDER in the VPK program.
30. The PROVIDER understands that, in accordance with section 1002.71(6)(b)2., Florida Statutes, the parent or guardian of each student in the VPK program must verify, each month, the student's attendance on the prior month's certified student attendance. The PROVIDER agrees, in accordance with procedures of the COALITION and the Agency for Workforce Innovation, to collect from each student's parent or guardian Form AWI-VPK 03 (Student Attendance and Parental Choice Certificate) signed by the parent or guardian. The PROVIDER agrees to keep each original signed form for at least 2 years.

## **VIII. NONDISCRIMINATION**

31. The PROVIDER understands that, in accordance with section 1002.53(6)(c), Florida Statutes, the PROVIDER may not discriminate against a parent or child, including the refusal to admit a child for enrollment in the VPK program, on the ground of race, color, or national origin.
32. The PROVIDER understands that, in accordance with section 1002.71(8)(a), Florida Statutes, the PROVIDER may not require payment of a fee or charge for services provided for a child in the VPK program during instructional hours reported for funding.
33. The PROVIDER understands that, in accordance with section 1002.71(8)(b), Florida Statutes, the PROVIDER may not require a child to enroll for, or require the payment of any fee or charge for, supplemental services (*e.g.*, "extended-day," "extended-year," "wrap-around," or "full-day" services) as a condition of admitting the child into the VPK program.

## **IX. COMPENSATION / FUNDING**

34. The PROVIDER understands that, in accordance with section 1002.71(5)(b), Florida Statutes, the PROVIDER shall receive an advance payment each month based on the PROVIDER's student enrollment in the VPK program. The PROVIDER further understands that advance payments shall be reconciled and adjusted based on actual student attendance in the program in accordance with the Agency for Workforce Innovation's uniform attendance policy.

35. The PROVIDER agrees that, if the end-of-year reconciliation results in a deficiency, the Agency for Workforce Innovation has authority to withhold funds from the following year's payments to cover the deficiency. If the PROVIDER ceases to deliver the VPK program, the PROVIDER agrees to return the deficient funds. If the PROVIDER fails to return the deficient funds, the PROVIDER agrees that the Agency for Workforce Innovation has authority to refer the matter to a collection agency.
36. The PROVIDER understands that, in accordance with section 1002.71, Florida Statutes, payments for a student shall not exceed funding for one full-time equivalent student. The PROVIDER further understands that, in accordance with section 1002.71(3)(b), a full-time equivalent student is calculated annually by multiplying the base student allocation provided in the General Appropriations Act by the county's district cost differential provided in section 1011.62(2), Florida Statutes.
37. The PROVIDER agrees to follow all payment procedures adopted by the COALITION and the Agency for Workforce Innovation.
38. The PROVIDER agrees to return any funds received as a result of error or overpayment.
39. If the PROVIDER is a Head Start Agency, the PROVIDER understands that, in accordance with federal law, the PROVIDER's Head Start programs must be "in addition to, and not in substitution for, comparable services previously provided without Federal assistance" (Title 42, United States Code, section 9835(c)).
40. If the PROVIDER receives federal funds under Title 20, United States Code, sections 6311-6322 (Title I), the PROVIDER understands that, in accordance with federal law, the PROVIDER may "use[ those Title I] Federal funds to supplement, [but] not [to] supplant non-Federal funds" (Title 20, United States Code, section 6314(a)(3)(B)).

#### **X. MAINTENANCE OF RECORDS / CONFIDENTIALITY**

41. The PROVIDER agrees that it shall keep all VPK records of a child for at least 3 years after the child's last day of attendance (except as required by the Agency for Workforce Innovation's procedures) or, to the extent required, in accordance with the retention schedules and disposal process adopted under section 119.021(2), Florida Statutes, whichever is greater.
42. The PROVIDER understands that, in accordance with section 1002.72, Florida Statutes, records of children enrolled in the VPK program are confidential. The PROVIDER agrees to keep all VPK records confidential and disclose the records only in accordance with law. The PROVIDER understands that the Florida Public Records Act (chapter 119, Florida Statutes), and other applicable laws, govern disclosure of any confidential information received by the State of Florida, the Agency for Workforce Innovation, or the COALITION.
43. The PROVIDER understands that a parent of a VPK student has the right to inspect and review the individual record of his or her child and obtain a copy of the record.

#### **XI. COMPLIANCE VERIFICATION**

44. The PROVIDER agrees to permit the COALITION or its designee, or the Agency for Workforce Innovation, at any reasonable time, to enter the PROVIDER's VPK program site to verify the PROVIDER's compliance with this Agreement and with the requirements of the VPK program as set forth in the Florida Statutes, state rules, and procedures of the COALITION and the Agency for Workforce Innovation. This paragraph does not authorize the COALITION to enforce licensing requirements under sections 402.301-402.319, Florida Statutes, or impose any requirement beyond this Agreement and the requirements of the VPK program as set forth in the Florida Statutes, state rules, and procedures.
45. The PROVIDER agrees to allow the COALITION or its designee, or the Agency for Workforce Innovation, to inspect and copy the records maintained by the PROVIDER concerning the VPK program and VPK students.

**XII. TERM OF AGREEMENT**

46. This Agreement applies to the 2005-2006 VPK program, including the 2005-2006 school year and summer 2006. This Agreement takes effect on the date set forth in Paragraph 1 and expires upon completion of all of the PROVIDER's VPK programs (*i.e.*, school-year program, summer program, or both programs) or August 31, 2006, whichever occurs first.
47. The PROVIDER must complete and sign a new agreement each subsequent program year to remain eligible to deliver the VPK program.

**XIII. TERMINATION**

48. The PROVIDER and the COALITION may agree to terminate this Agreement by mutual agreement. Notice of termination must be given, and alternative arrangements for uninterrupted services shall be made for students enrolled with the PROVIDER in the VPK program, at least 30 calendar days before the termination date.
49. If the PROVIDER withdraws as a provider from the VPK program, the PROVIDER must give notice to the COALITION or its designee, and alternative arrangements for uninterrupted services shall be made for students enrolled with the PROVIDER in the VPK program, at least 30 calendar days before the termination date.
50. If the PROVIDER fails to comply with all terms or conditions of this Agreement or with all requirements of the VPK program as set forth in the Florida Statutes, state rules, and procedures of the COALITION and the Agency for Workforce Innovation, the COALITION shall notify the PROVIDER in writing and give the PROVIDER a period of at least 10 business days to comply. If the PROVIDER does not comply within the period given, the COALITION may terminate this Agreement.
51. If funds required to finance this Agreement become unavailable, the COALITION may terminate this Agreement with prior written notice of at least 24 hours before termination. This notice of termination due to lack of funds must be delivered in person with proof of delivery or by certified mail with return receipt requested. The COALITION is the final authority as to the availability of funds. The COALITION shall not reallocate funds earmarked for this Agreement to another program, thereby causing the "lack of funds." In the event of termination of this Agreement, the PROVIDER shall be paid for the instructional hours completed through the termination date.
52. Any obligation for payment under this Agreement is contingent upon an annual appropriation by the Legislature. If the funds upon which this Agreement depends are withdrawn or redirected, the Agreement is terminated and the COALITION shall have no further liability to the PROVIDER beyond payment for the instructional hours completed through the termination date.

**XIV. DISPUTE RESOLUTION**

53. The PROVIDER agrees to submit any disputes or disagreements concerning this Agreement in writing to the COALITION or its designee. The COALITION agrees to respond to the dispute or disagreement within 10 business days after receiving the dispute or disagreement. If the PROVIDER is dissatisfied with the response, the COALITION agrees to allow the PROVIDER to bring the dispute or disagreement before the membership of the COALITION for a final decision.

**XV. SEVERABILITY**

54. If any provision of this Agreement is held to be unenforceable by a Court of competent jurisdiction, the remaining terms and conditions remain in full force and effect.

**XVI. AMENDMENTS**

55. An amendment shall not be made a part of this Agreement unless the amendment is provided in writing, signed by both the COALITION and the PROVIDER, and approved in writing by the Agency for Workforce Innovation.

The PROVIDER has caused this Agreement to be executed as of the date set forth in Paragraph 1.

\_\_\_\_\_  
Signature of Director / Operator / Principal  
or Authorized Representative

\_\_\_\_\_  
Print Name

\_\_\_\_\_  
Title

\_\_\_\_\_  
Date

OPTIONAL

**STATE OF FLORIDA**  
**COUNTY OF** \_\_\_\_\_

**THE FOREGOING** was acknowledged before me this \_\_\_\_\_ day of \_\_\_\_\_, 2005,  
by \_\_\_\_\_, who is personally known to me/presented  
\_\_\_\_\_ as identification, and who did not take an oath.

**WITNESS** my hand and official seal in the County and State set forth above.

\_\_\_\_\_  
NOTARY PUBLIC

The COALITION has caused this Agreement to be executed as of the date set forth in Paragraph 1.

\_\_\_\_\_  
Signature of Coalition Executive Director  
or Authorized Representative

\_\_\_\_\_  
Print Name

\_\_\_\_\_  
Title

\_\_\_\_\_  
Date

OPTIONAL

**STATE OF FLORIDA**  
**COUNTY OF** \_\_\_\_\_

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**WITNESS** my hand and official seal in the County and State set forth above.

\_\_\_\_\_  
NOTARY PUBLIC