

FLORIDA FOREST SERVICE  
(850) 681-5800



THE CONNER BUILDING  
3125 CONNER BOULEVARD  
TALLAHASSEE, FLORIDA 32399-1650

## FLORIDA DEPARTMENT OF AGRICULTURE AND CONSUMER SERVICES

COMMISSIONER WILTON SIMPSON

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April 23, 2025

Ms. Holly Milbrandt  
City of Sanibel  
800 Dunlop Road  
Sanibel, Florida 33957

Dear Ms. Milbrandt:

Congratulations! It gives me great pleasure to inform you that the Florida Forest Service (FFS), a division of the Florida Department of Agriculture and Consumer Services (FDACS), has selected your proposal for a \$44,825 grant award from the Urban and Community Forestry – Hurricane Ian Recovery grant program.

You will soon receive an email with a DocuSign version of the Federal Financial Assistance Subrecipient Agreement (Agreement). Upon receipt, please have the authorized individual **sign and return the agreement within 30 days** to the Florida Department of Agriculture and Consumer Services (FDACS). Please take note of the two forms attached to this agreement. These forms should be completed and returned with the signed contract.

Please **do not** spend any funds that may be claimed as grant reimbursement or match until both parties have executed the Agreement.

If you have any questions or concerns, please contact FFS Urban Forestry Coordinator Todd Little at (850) 681-5874 or [Todd.Little@FDACS.gov](mailto:Todd.Little@FDACS.gov).

Sincerely,

Richard Dolan, Director  
Florida Forest Service

RD/tl

December 20, 2024

Florida Department of Agriculture and Consumer Services  
Division of Administration  
Hurricane Ian Recovery Grant Program  
3125 Conner Blvd., C-25  
Tallahassee, FL, 32399-1650

To whom it may concern,

Please let this letter serve as my full support for the City of Sanibel's (City) grant application titled "Community Park & Frannie's Preserve Trail Restoration Project" to the Hurricane Ian Recovery Grant Program which would fund the partial restoration and safety enhancements of the urban forested areas located along this public trail system.

Immediately after Hurricane Ian, City Council prioritized assistance for health and social services, infrastructure repairs and economic recovery. In the more than 24 months that has passed since the storm, council members and executive leadership are now directing staff to explore additional solutions for hazard mitigation and disaster resilience. Given Sanibel's geographic location as a barrier island, the City recognizes the urgency of incorporating urban forestry practices to withstand the impacts of future extreme weather events.

Many environmental services are contributed by mature trees in urban landscapes, including runoff reduction and nutrient removal for stormwater management, evapotranspiration and carbon sequestration for climate adaptation planning, and improved land connectivity to sustain biodiversity and habitat fragmentation for humans and wildlife species. The "Community Park & Frannie's Preserve Trail Restoration Project" was selected due to its history of being jointly maintained by the City and the Sanibel Captiva Conservation Foundation (SCCF). This longstanding partnership has demonstrated to be an effective distribution of resources for sustainable land use and land management, and we anticipate this project aligns well with the funding priorities listed in the Hurricane Ian Recovery Grant Program.

We thank you for your time and consideration regarding the funding of "Community Park & Frannie's Preserve Trail Restoration Project" for the FY24/25 funding cycle. Should you have any questions or require any additional information please do not hesitate to reach out to my office at (239) 472-3700.

Sincerely,

Dana A. Souza  
City Manager



## City of Sanibel

800 Dunlop Road  
Sanibel, Florida 33957-4096

[www.mysanibel.com](http://www.mysanibel.com)

### AREA CODE – 239

ADMINISTRATION/LEGISLATIVE	472-3700
CITY COUNCIL	472-4135
COMMUNITY SERVICES	
BUILDING	472-4555
PLANNING	472-4136
PUBLIC WORKS	472-6937
UTILITIES	472-3179
FINANCE	472-9615
IT SUPPORT	472-3700
LEGAL	472-4359
NATURAL RESOURCES	472-3700
POLICE	472-3111
EMERGENCY MANAGEMENT	472-3111
RECREATION	472-0345
CENTER4LIFE	472-5743



**WILTON SIMPSON**  
**COMMISSIONER**

Florida Department of Agriculture and Consumer Services  
Division of Administration

**APPLICATION FOR FEDERAL FINANCIAL ASSISTANCE SUBAWARD**

2 CFR 200



**WILTON SIMPSON**  
**COMMISSIONER**

Florida Department of Agriculture and Consumer Services  
Division of Administration

**APPLICATION FOR FEDERAL FINANCIAL ASSISTANCE SUBAWARD**

2 CFR 200

Instructions for Application Packet

\*Each field of the application must be completed.

\*If a field does not apply, indicate N/A in the field.

1. Federal Financial Assistance Funding Opportunity Number - Record the number shown on the Notice of Funding Opportunity.
2. Amount of funds requested for this project - List the total amount of funds required to complete the scope of work.
3. Subrecipient Legal Name - Record the legal name of applicant that will undertake the scope of work. The name must match the name listed in SAM.
4. Subrecipient FEIN - Record the employer or taxpayer identification number as assigned by the Internal Revenue Service.
5. Subrecipient Registered in SAM - All applicants must be registered in the System of Award Management (SAM) to obtain federal financial assistance. Individuals are not required to register in SAM.
6. Street Address - Record the street address as recognized by the U.S. Postal Service. Do not record a P.O. Box.
7. City - Record the city.
8. State - Record the state.
9. Zip Code plus 4 - Record the nine-digit U.S. Postal Code.
10. Mailing address (if different from above) - Record a different mailing address.
11. Phone Number - Record a 10-digit (xxx-xxx-xxxx) daytime phone number.
12. Fax Number - Record a 10-digit (xxx-xxx-xxxx) fax number.
13. Is the subrecipient delinquent on any federal debt? Record yes or no. The question applies to the applicant. Categories of federal debt include, but are not limited to, delinquent loans, tax, and audit disallowances. If yes, provide an explanation.
14. Cost Sharing (Match) if applicable - Record the value of cost share to be provided.
15. Congressional District - Record the applicant's congressional district.
16. Name and contact information for matters involving this application.
17. Subrecipient Type - Circle the type of subrecipient.
18. Descriptive title of Subrecipient Project - Record a brief descriptive title of the project.
19. Funding Period - Enter the dates, within the award period, as to when the project will begin and finish.
20. Location of Proposed Program/Project - Record the physical address of where the scope of work will be completed.
21. Total # of full-time employees - Record the number of full-time employees. A full-time employee works 40 hours per week.
22. Total # of part-time employees - Record the number of part-time employees. A part-time employee works less than 40 hours per week.
23. Is your organization a 501(c)(3) tax exempt organization? Record yes or no.
24. Has your organization previously received federal financial assistance from FDACS? Record yes or no. Please answer yes if the funding has been received within the last three years.
25. The application must be signed and dated by an authorized representative of the applicant organization.

Florida Department of Agriculture and Consumer Services  
Division of Administration

**APPLICATION FOR FEDERAL FINANCIAL ASSISTANCE SUBAWARD**

2 CFR 200

<b>1. Federal Financial Assistance Funding Opportunity Number:</b> 23-DG-11083112-009		<b>2. Amount of funds requested for this project:</b> \$44,825									
<b>3. Subrecipient Legal Name:</b> City of Sanibel											
<b>4. Subrecipient FEIN:</b> 59-1568877			<b>6. Subrecipient Registered in SAM:</b> Yes								
<b>7. Street Address:</b> 800 Dunlop Road											
<b>8. City:</b> Sanibel	<b>9. State:</b> Florida	<b>10. Zip Code plus 4:</b> 33904-4021									
<b>11. Mailing Address (if different from above):</b>											
<b>12. Phone Number:</b> 239-472-3700		<b>13. Fax Number:</b>									
<b>14. Is the subrecipient delinquent on any federal debt?</b> No	<b>15. Cost Sharing (Match):</b> \$11,170.40	<b>16. Congressional District:</b> FL-19									
<b>17. Name and contact information of person to be contacted on matters involving this application:</b> <b>Name:</b> Holly Milbrandt, Director of Natural Resources, City of Sanibel  <b>Phone Number:</b> 239-472-3700 <b>Email:</b> holly.milbrandt@mysanibel.com											
<table style="width: 100%; border: none;"> <tr> <td style="width: 33%;"><b>18. Subrecipient Type: (Check One)</b></td> <td style="width: 33%;">Indian Tribal Government</td> <td style="width: 33%;">Individual</td> <td style="width: 33%;"><b>Local Government X</b></td> </tr> <tr> <td>Institution of Higher Education</td> <td>Non-Profit Organization</td> <td>State Government</td> <td>Other</td> </tr> </table>				<b>18. Subrecipient Type: (Check One)</b>	Indian Tribal Government	Individual	<b>Local Government X</b>	Institution of Higher Education	Non-Profit Organization	State Government	Other
<b>18. Subrecipient Type: (Check One)</b>	Indian Tribal Government	Individual	<b>Local Government X</b>								
Institution of Higher Education	Non-Profit Organization	State Government	Other								
<b>19. Descriptive Title of Subrecipient Project:</b> Community Park & Frannie's Preserve Trail Restoration Project											
<b>20. Funding Period</b> 4/1/2025 to 6/1/2026	<b>Start Date:</b> May 2025		<b>End Date:</b> September 2025								
<b>21. Location of Proposed Program/Project:</b> Sanibel Community Park (26.436935, -82.073191) & Frannie's Preserve (26.433317, -82.079251)											
<b>22. Total # of full-time employees:</b> 132		<b>23. Total # of part-time employees:</b> 36									
<b>24. Is your organization a 501(c)(3) tax exempt organization?</b> No											
<b>25. Has your organization previously received federal financial assistance from FDACS?</b> Yes											
<b>26. By signing this application, I certify that the statements herein are true, complete, and accurate to the best of my knowledge. I have also provided the required attachments and assurances. I agree to comply with all terms and conditions if I accept an award.</b>											
<b>Authorized Representative Name:</b> Steven Chaipel		<b>Title:</b> Deputy City Manager / CFO									
<b>Phone Number:</b> 239-472-9615		<b>Email Address:</b> Steve.Chaipel@mysanibel.com									
<b>Signature of Authorized Representative:</b>			<b>Date Signed:</b>								

Florida Department of Agriculture and Consumer Services  
Division of Administration

**KEY CONTACT INFORMATION**

2 CFR 200

**Instructions for Application Packet - Key Contact Form**

\*Each field of the key contact form must be completed.

\*If a field does not apply, indicate N/A in the field.

1. Federal Financial Assistance Funding Opportunity Number - Record the number shown on the Notice of Funding Opportunity.
2. Subrecipient FEIN - Record the employer or taxpayer identification number as assigned by the Internal Revenue Service.
3. Subrecipient Legal Name - Record the legal name of applicant that will undertake the scope of work. The name must match the name listed in SAM.
4. Contact Project Role: Authorized Representative - Record requested information.
5. Contact Project Role: Grant Manager - Record requested information.
6. Contact Project Role: Fiscal Contact - Record requested information.
7. Contact Project Role: Principal Investigator - Record requested information.

Florida Department of Agriculture and Consumer Services  
Division of Administration

**KEY CONTACT FORM**

2 CFR 200

<b>Federal Financial Assistance Funding Opportunity Number:</b> 23-DG-11083112-009		<b>Subrecipient FEIN:</b> 59-1568877	
<b>Subrecipient Legal Name:</b> City of Sanibel			
<b>Contact Project Role: Authorized Representative</b>			
<b>Name:</b> Steven Chaipel			
<b>Title:</b> Deputy City Manager / CFO		<b>Phone Number:</b> 239-472-9615	<b>Fax Number:</b>
<b>Street Address:</b> 800 Dunlop Road			
<b>City:</b> Sanibel	<b>State:</b> Florida	<b>Zip Code plus 4:</b> 33957-4021	
<b>Mailing Address (If different from above):</b>			
<b>Contact Project Role: Grant Manager</b>			
<b>Name:</b> Holly Milbrandt			
<b>Title:</b> Director of Natural Resources		<b>Phone Number:</b> 239-472-3700	<b>Fax Number:</b>
<b>Street Address:</b> 800 Dunlop Road			
<b>City:</b> Sanibel	<b>State:</b> Florida	<b>Zip Code plus 4:</b> 33957-4021	
<b>Mailing Address (If different from above):</b>			
<b>Contact Project Role: Fiscal Contact</b>			
<b>Name:</b> Jocelyn Upchurch			
<b>Title:</b> Deputy Finance Director		<b>Phone Number:</b> 239-472-9615, ext: 368	<b>Fax Number:</b>
<b>Street Address:</b> 800 Dunlop Road			
<b>City:</b> Sanibel	<b>State:</b> Florida	<b>Zip Code plus 4:</b> 33957-4021	
<b>Mailing Address (If different from above):</b>			
<b>Contact Project Role: Principal Investigator</b>			
<b>Name:</b> Rachel Rainbolt			
<b>Title:</b> Conservation Officer		<b>Phone Number:</b> 239-472-3700	<b>Fax Number:</b>
<b>Street Address:</b> 800 Dunlop Road			
<b>City:</b> Sanibel	<b>State:</b> Florida	<b>Zip Code plus 4:</b> 33957-4021	
<b>Mailing Address (If different from above):</b>			

Florida Department of Agriculture and Consumer Services  
Division of Administration

**PROJECT NARRATIVE**

2 CFR 200

**Instructions for Application Packet - Project Narrative**

\*If a field does not apply, indicate N/A in the field.

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2. Amount of funds requested for this project - List the total amount of funds required to complete the scope of work.
3. Subrecipient Legal Name - Record the legal name of applicant that will undertake the scope of work. The name must match the name listed in SAM. Please note section XII Public Records in the Notice of Federal Financial Assistance Funding Opportunity before including any proprietary or confidential information.
4. The header section of each page of the project narrative must have the funding opportunity number, subrecipient federal identification number and subrecipient legal name.
5. The project narrative must not exceed two (2) 8 ½" by 11" single sided pages. Additional pages beyond the page limitation will not be considered.
6. The project narrative must include, but is not limited to:
  - A statement of need for the federal financial assistance and how the project will address the need.
  - A description of the expected project outcomes. The measurable objectives and specific targets of the expected project outcomes should be specified.
  - A plan of action to achieve the projected outcomes and how the plan of action will be accomplished.
  - A timeline of activities or implementation schedule.
  - Collaboration details, if any.
  - Information on key personnel including their background and experience with the project objectives. An indication of the amount of effort the key personnel will provide to the project.
  - Precise location of the project or the area to be served/benefited by the project.
  - A statement of whether this project relates to any other project, current or anticipated.



Florida Department of Agriculture and Consumer Services  
Division of Administration

**PROJECT NARRATIVE**

2 CFR 200

<b>1. Federal Financial Assistance Funding Opportunity Number:</b> 23-DG-11083112-009	<b>2. Amount of funds requested for this project:</b> \$44,825
<b>3. Subrecipient Legal Name:</b> City of Sanibel	
<b>Please note section XII Public Records in the Notice of Federal Financial Assistance Funding Opportunity before including any proprietary or confidential information.</b>	

**Project Narrative:**

The City of Sanibel is a barrier Island located off the coast of Southwest Florida. About two thirds of the total land area on Sanibel lies within conservation areas owned by private or governmental conservation agencies, and this unique environment has produced an abundance of natural resources. In addition to the multitude of passive recreation opportunities from its beaches and wetlands, the City has a good system of parks and recreation sites for hikers and non-motorized vehicles that do not adversely impact these preservation lands.

The Sanibel Community Park Trail was originally designed as a 0.58 mile loop trail to encourage visitors of Sanibel Community Park to explore the newly restored City-owned conservation lands. Following a meeting in 2012 with the Sanibel Captiva Conservation Foundation (SCCF) and the City's Natural Resources Department staff, the project was expanded to include a southern and central trail option through Frannie's Preserve which extended the trail by 0.67 miles with the option of one-way travel from Community Park to the Tarpon Bay shared use path (SUP). The new 1.34 mile trail which included a combination of City-owned and SCCF-owned lands allowed the general public to view a larger array of natural habitats, including tropical hardwood hammock, a dense canopied buttonwood forest, and views of the historic Sanibel River. Visitors to the park also have the opportunity to observe many wildlife species, including bobcats, river otters, raptors, songbirds, wading birds, turtles and alligators.



**Figure 1. Sanibel Community Park/Frannie's Preserve Trail**

The impacts of Hurricane Ian were far reaching across the island and impacted not only residential and commercial structures, but the island's public recreation spaces as well. Sanibel is fortunate to have had many native trees in the Community Park/Frannie's Preserve Trail that helped mitigate wind and storm surge damage. Due to staffing constraints and finite resources, City Council initially prioritized assistance for health and social services, infrastructure repairs and economic recovery. In the more than 24 months that has passed since the storm, council members and executive leadership are now directing staff to explore additional solutions for hazard mitigation and disaster resilience. Considering the damage from Hurricane Ian, the City, in continued partnership with SCCF, are seeking funding to restore and enhance the urban forested areas located along this public trail system (Fig. 1).

Sanibel's Natural Resource Department generated a list of horticulturally available plants to be considered for use for public, commercial and residential landscape enhancements. After Hurricane Ian, the department revisited the list and prepared an inventory of plant material that either weathered the storm with minimal disturbance or sustained initial damage but subsequently recovered. Their staff is assisted by the Vegetation Advisory Committee, a group of residential volunteers who provide education about the importance of native vegetation and regularly participate in community events to promote the incorporation of trees in landscaping. Part of these offerings also include leading guided tours of demonstration gardens and publishing articles that are available on the City's website.

The primary goal of the “Community Park & Frannie’s Preserve Trail Restoration Project” is to revegetate the trails (Fig. 2, Fig. 3, and Fig. 4) with tree species that demonstrated resilience to high winds, heavy rain and storm surge, qualities that also helped to minimize flooding, protect surrounding infrastructure, and provide habitat for species of native and migratory wildlife. The other components to the restoration project are to perform corrective trimming of trees located the sections of the public trail system with a buttonwood canopy (Fig. 5) and to remove invasive exotic vegetation. Selective branch removal will help the remaining trees better withstand future storms by addressing specific structural issues, defects, or imbalances. Invasive exotic vegetation outcompetes native species for resources and alters their habitat structure. Addressing both issues would reduce the potential for hazards and pest proliferation and also provide a better foundation for wildlife biodiversity.



**Figure 2. Planting Area #1**



**Figure 3. Planting Area #2**



**Figure 4. Planting Area #3**



**Figure 5. Maintenance Trim Areas**

Many environmental services are contributed by mature trees in urban landscapes, including runoff reduction and nutrient removal for stormwater management, evapotranspiration and carbon sequestration for climate adaptation planning, and improved land connectivity to sustain biodiversity and habitat fragmentation for humans and wildlife species. Due to the low maintenance requirements after establishment, only trees native to Southwest Florida and adapted to barrier island habitats were selected for the planting component of the project. To ensure the survivability of these grant funded trees, the City will add the restoration areas to the normal scope in its land management contracted services.

- Strangler Figs (*Ficus Aurea*)
- Wild Tamarind (*Lysiloma latisiliquum*)
- Mahogany (*Swetenia mahogani*)
- Jamaican Dogwood (*Piscidia piscipula*)
- Gumbo Limbo (*Bursera simaruba*)
- Pond Apple (*Annona glabra*)

Division of Administration

**SCOPE OF WORK**

2 CFR 200

**Instructions for Application Packet - Scope of Work**

\*If a field does not apply, indicate N/A in the field.

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2. Subrecipient FEIN - Record the employer or taxpayer identification number as assigned by the Internal Revenue Service.
3. Subrecipient Legal Name - Record the legal name of applicant that will undertake the scope of work. The name must match the name listed in SAM. **Please note section XII Public Records in the Notice of Federal Financial Assistance Funding Opportunity before including any proprietary or confidential information.**
4. The header section of each page of the scope of work must have the funding opportunity number, subrecipient federal identification number and subrecipient legal name.
5. The scope of work must not exceed two (2) 8 ½" by 11" single sided pages. Additional pages beyond the page limitation will not be considered.
6. The scope of work must include, but is not limited to:
  - Describe in detail the activity or work to be conducted. Include project location information.
  - Describe specific project objectives, tasks, and deliverables and related timelines for each. Include who will perform the tasks.
  - Objectives and tasks should relate to the project narrative.
  - Discuss how the scope of work is feasible and can be completed within the award period.
  - Provide quantifiable, measurable, and verifiable units of deliverables.
  - Deliverables must be directly related to the scope of work.

Florida Department of Agriculture and Consumer Services  
Division of Administration

**SCOPE OF WORK**

2 CFR 200

<b>1. Federal Financial Assistance Funding Opportunity Number:</b> 23-DG-11083112-009			<b>2. Subrecipient FEIN:</b> 59-1568877		
<b>3. Subrecipient Legal Name:</b> City of Sanibel					
<b>Please note section XII Public Records in the Notice of Federal Financial Assistance Funding Opportunity before including any proprietary or confidential information.</b>					
<b>Performance Measures</b>					
Deliverable #	Tasks	Task Description	Indicator	Costs per Unit	Outcome Measures
Tree Planting	1	Procurement and installation of mature trees along public trail system.	Trees to be successfully obtained and installed at approved planting sites.	Up to \$800 per tree (materials, delivery, labor)	Trees successfully installed at planting sites.
Tree Planting - Initial Tree Maintenance	2	Initial maintenance of mature trees following installation along public trail system.	At least 75% survivability of installed trees at the end of funding period.	Match funds for labor provided by City Staff or City Contractor and up to \$4,075 (in supplemental irrigation)	Survivability rate achieved from indicator.
Tree Trimming	3	Corrective and/or restorative trimming of hurricane damaged trees.	Arborist to oversee corrective trimming of selected trees to increase storm resilience and reduce public risk.	Match funds provided by SCCF Staff	Arborist to document trimming activities and provide to City staff for final report submittal.
Invasive Exotic Vegetation Removal	4	Maintain trail system free of invasive exotic vegetation.	Public trail system to be eradicated of invasive exotic vegetation at the end of funding period.	Match funds provided by City Contractor and SCCF Staff	City staff to document invasive exotic removal activities for final report submittal.
<b>Describe in detail the activity or work to be conducted.</b>					
<p><b>Tree Planting</b> – Trees will be locally sourced and protected during transportation and delivery and prior to installation. Planting sites will be identified by City staff and determined based on adequate rooting space, proximity from other trees, trails, and other infrastructure. Species determination and planting schedule will be provided to contractors ahead of installation and they will be inspected by City staff during and after installation.</p> <p><b>Initial Tree Maintenance</b> – City staff will inspect every tree after installation to be sure that planting locations and maintenance methods are adhered to. Soil type and weather conditions influence the demand for water, so initial irrigation frequency and timing will depend on seasonal rainfall and site conditions at the time of installation.</p> <p><b>Tree Trimming</b> – All tree trimming along the trail will be supervised by a certified arborist who is employed by SCCF. In addition to adhering to ISA guidelines, the activities will also incorporate USDA Forest Service best management practices, including the removal of no more than 25% of the living crown, the maintenance of live branches, the establishment of a strong primary branch structure, and avoidance of cuts located between branches.</p>					

**Invasive Exotic Vegetation Removal** - Work will include the basal bark treatment of exotic vegetation including Brazilian pepper in both easily accessible and difficult to access trail-less wooded areas often requiring strenuous labor in dense vegetation. The crew is fully equipped capable of performing the following tasks: herbicide treatment of exotic and/ or invasive trees, saplings and seedlings with hand-held and/ or backpack sprayers, cut and chip vegetation removal using a chipper, hand-clearing with chainsaw and machete, mowing using hand propelled brush mowers.

Florida Department of Agriculture and Consumer Services  
Division of Administration

**BUDGET PLAN NARRATIVE**

2 CFR 200

**Instructions for Application Packet - Budget Plan Narrative**

\*If a field does not apply, indicate N/A in the field.

1. Federal Financial Assistance Funding Opportunity Number - Record the number shown on the Notice of Funding Opportunity.
2. Subrecipient FEIN - Record the employer or taxpayer identification number as assigned by the Internal Revenue Service.
3. Subrecipient Legal Name - Record the legal name of applicant that will undertake the scope of work. The name must match the name listed in SAM. **Please note section XII Public Records in the Notice of Federal Financial Assistance Funding Opportunity before including any proprietary or confidential information.**
4. The header section of each page of the budget plan narrative must have the funding opportunity number, subrecipient federal identification number and subrecipient legal name.
5. The budget plan narrative must not exceed two (2) 8 ½" by 11" single sided pages. Additional pages beyond the page limitation will not be considered.
6. Describe line items for each applicable budget category shown on the budget plan. Provide sufficient detail to clearly indicate the estimated funding amounts for each project task contained in the scope of work.
7. Project costs will be evaluated for reasonableness and necessity. Any travel costs must be in compliance with the State of Florida travel rules.
8. Indirect costs are at the rate approved by the applicant's cognizant agency. A copy of the approved rate must be attached to the application. If the applicant has never received a negotiated indirect cost, provide a statement indicating the applicant is electing to charge a de minimis rate of 10% of modified total direct costs.

Florida Department of Agriculture and Consumer Services  
Division of Administration

**BUDGET PLAN NARRATIVE**

2 CFR 200

<b>1. Federal Financial Assistance Funding Opportunity Number:</b> 23-DG-11083112-009	<b>2. Subrecipient FEIN:</b> 59-1568877
<b>3. Subrecipient Legal Name:</b> City of Sanibel	
<b>Direct Costs</b>	
Personnel Costs	To facilitate the successful implementation of the project, the City will match 40 hours of hours at an hourly rate of \$34.83, including the identification and preparation of the planting sites, managing communications with all contracted services, and assisting with any of the required reporting methods. The total match funds are \$1,393.20.
Fringe Benefits	N/A
Travel (if authorized)	N/A
Equipment (if authorized)	N/A
Supplies	The City is requesting up to the maximum allowable cost (\$600) for each of the 50 trees purchased to be installed along the public trail system, totaling \$30,000.
	The City is requesting the maximum allowable cost (\$15) on planting materials for each of the 50 trees to be installed along the trail system, totaling \$750.
	To optimize survivability of the trees after installation, the City is requesting up to 10% of the proposal to cover the expenses for supplemental irrigation, totaling \$4,075.
Contractual (if authorized)	To optimize success and survivability, the City is requesting up to \$200 per tree to cover the labor costs associated with delivery and installation, totaling \$10,000.
	To verify that all tree maintenance on the Community Park/Frannie's Preserve trail system is completed according to ISA best management practices, the City will partner with the joint landowner for the project. Staff from SCCF will match a total of 110 hours at an hourly rate of \$59.14 for the Director of Wildlife and Habitat Management (40 hours), \$33.33 for the Field Technician (40 hours), and \$27.92 for the Certified Arborist (20 hours) during the project term. The total match funds are \$4,257.20.
	To achieve the objective of managing invasive exotic vegetation on the Community Park/Frannie's Preserve trail system, the City will match 80 hours of contracted services during FY25 at an hourly rate of \$37.50 for the crew leader and \$31.50 for each of the crew workers during the project term. The total match funds are \$5,520.
Other Expenses	N/A
<b>Indirect Costs</b>	
Indirect Charges	N/A

Florida Department of Agriculture and Consumer Services  
Division of Administration

**BUDGET PLAN**

2 CFR 200

**Instructions for Application Packet - Budget Plan**

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2. Subrecipient FEIN - Record the employer or taxpayer identification number as assigned by the Internal Revenue Service.
3. Subrecipient Legal Name - Record the legal name of applicant that will undertake the scope of work. The name must match the name listed in SAM.

The header section of the budget plan must have the funding opportunity number, subrecipient federal identification number and subrecipient legal name.

The applicant shall submit a budget plan for its projected costs to implement the scope of work submitted with the application. The budget plan shall provide the estimated costs by category in order to carry out the scope of work.



Florida Department of Agriculture and Consumer Services  
Division of Administration

**BUDGET PLAN**

2 CFR 200

<b>1. Federal Financial Assistance Funding Opportunity Number:</b> 23-DG-11083112-009					<b>2. Subrecipient FEIN:</b> 59-1568877		
<b>3. Subrecipient Legal Name:</b> City of Sanibel							
Category	1 <sup>st</sup> Quarter	2 <sup>nd</sup> Quarter	3 <sup>rd</sup> Quarter	4 <sup>th</sup> Quarter	Total Estimated Budget	*Grant Dollars	*Match Dollars
Personnel	\$696.60	\$348.30	\$348.30	\$0	\$1,393.20	\$0	\$1,393.20
Fringe Benefits	N/A	N/A	N/A	N/A	\$0	\$0	\$0
Travel (if authorized)	N/A	N/A	N/A	N/A	\$0	\$0	\$0
Equipment (if authorized)	N/A	N/A	N/A	N/A	\$0	\$0	\$0
Supplies	\$34,825	\$0	\$0	\$0	\$34,825	\$34,825	\$0
Contractual (if authorized)	\$15,167.80	\$4,609.40	\$0	\$0	\$19,777.20	\$10,000	\$9,777.20
Other Expenses	N/A	N/A	N/A	N/A	\$0	\$0	\$0
<b>Total Direct Charges</b>	<b>\$50,689.40</b>	<b>\$4,957.70</b>	<b>\$348.30</b>	<b>\$0</b>	<b>\$55,995.40</b>	<b>\$44,825</b>	<b>\$11,170.40</b>
Indirect Charges	N/A	N/A	N/A	N/A	N/A	\$0	<b>\$0</b>
<b>Total Amount</b>	<b>\$50,689.40</b>	<b>\$4,957.70</b>	<b>\$348.30</b>	<b>\$0</b>	<b>\$55,995.40</b>	<b>\$44,825</b>	<b>\$11,170.40</b>

\* Note: For the grant dollars and match dollars columns of your budget plan, indicate total grant and total match dollars for each category.

Florida Department of Agriculture and Consumer Services  
Division of Administration

**KEY PERSON / STAFF**

2 CFR 200

**Instructions for Application Packet - Key Person / Staff**

\*If a field does not apply, indicate N/A in the field.

1. Federal Financial Assistance Funding Opportunity Number - Record the number shown on the Notice of Funding Opportunity.
2. Subrecipient FEIN - Record the employer or taxpayer identification number as assigned by the Internal Revenue Service.
3. Subrecipient Legal Name - Record the legal name of applicant that will undertake the scope of work. The name must match the name listed in SAM.

The header section of the key person/staff must have the funding opportunity number, subrecipient federal identification number and subrecipient legal name.

Each application must include descriptions of key personnel and their qualifications to meet the requirements of the notice of funding opportunity. An individual form will be completed for each key person/staff member. Include an estimate of the number or hours or percentage of time devoted to the project.

Key personnel are individuals who contribute in a substantive and meaningful way to the execution or development of the project. Reimbursement of salary costs are not required for an individual to be considered key personnel. Consultants or contract employees may be included if they meet the definition.

Florida Department of Agriculture and Consumer Services  
Division of Administration

**KEY PERSON / STAFF**

2 CFR 200

<b>An individual form must be completed for each key person/staff member. Include an estimate of the number of hours or percentage of time devoted to the project.</b>		
<b>1. Federal Financial Assistance Funding Opportunity Number:</b> 23-DG-11083112-009		<b>2. Subrecipient FEIN:</b> 59-1568877
<b>3. Subrecipient Legal Name:</b> City of Sanibel		
<b>Person Name:</b> Rachel Rainbolt	<b>Title:</b> Conservation Officer	<b>Hours of % of time devoted to the project:</b> 40 hours
<b>Phone Number:</b> 239-472-3700	<b>Email Address:</b> rachel.rainbolt@mysanibel.com	
<b>Qualifications:</b> The Natural Resources Department's mission is to coordinate, manage and implement conservation and environmental projects and tasks as directed by City Council; to ensure that the City's native vegetation and wildlife habitat protection standards are adhered to; to oversee exotic plant control, habitat restoration and land management programs for the City; and to monitor the island's water quality and actively participate in improving water quality of the surrounding waters by addressing nutrient runoff, algae blooms, Caloosahatchee flows and Lake Okeechobee releases.  Rachel has been employed with the City for nearly 4 years and, under general supervision of the Natural Resources Director, assists with environmental management of conservation lands including dune, coastal scrub, hardwood hammock, wetland, and mangrove habitats. In addition to land management activities, she implements mitigation strategies to offset impacts of visitor pressure on wildlife and wildlife resources, evaluates vegetation and development permit applications for compliance with the Sanibel Land Development Code, and enforces all applicable City, State and Federal environmental and wildlife conservation laws. She also serves as the Staff Liaison for the City's Vegetation Advisory Committee.		

Florida Department of Agriculture and Consumer Services  
Division of Administration

**KEY PERSON / STAFF**

2 CFR 200

**An individual form must be completed for each key person/staff member. Include an estimate of the number of hours or percentage of time devoted to the project.**

**1. Federal Financial Assistance Funding Opportunity Number:**  
23-DG-11083112-009

**2. Subrecipient FEIN:**  
59-1568877

**3. Subrecipient Legal Name:**  
City of Sanibel

**Person Name:**  
Ferrier Enterprises

**Title:**  
Exotic Vegetation Removal and  
Land Management Contractor

**Hours of % of time devoted to the project:**  
80 hours

**Phone Number:**  
239-980-6740

**Email Address:**  
cherrero@embarqmail.com

**Qualifications:**

The four -person field crew including one field crew leader and three field crew workers for exotic and/or invasive plant treatment and removal work on diverse types of public properties on Sanibel Island. Work will include the basal bark treatment of exotic vegetation including Brazilian pepper in both easily accessible and difficult to access trail -less wooded areas often requiring strenuous labor in dense vegetation. The crew is fully equipped capable of performing the following tasks: herbicide treatment of exotic and/ or invasive trees, saplings and seedlings with hand-held and/ or backpack sprayers, cut and chip vegetation removal using a chipper, hand -clearing with chainsaw and machete, mowing using hand propelled brush mowers (mowers provided by the City), trail maintenance, rope and bollard installation, pruning, watering, staking, and mulching and other similar land management tasks as required.

One (1) working supervisor experienced in the field use of herbicides is required to be licensed by the State of Florida Department of Agriculture as a Pesticide S- 1 Applicator, possess a valid City of Sanibel Vegetation Contractors Competency Card, and maintains all other required licensing and insurance. This individual is expected to work in the field with the crew equally at the same tasks and manual labor as the rest of the crew while providing supervisory functions, and all other crew members are required to be knowledgeable regarding the identification of native and exotic plants in the field and experienced in the proper use of herbicides to control exotic plants while not damaging native plants, wildlife, wildlife habitat, or aquatic systems.

Florida Department of Agriculture and Consumer Services

Division of Administration

**KEY PERSON / STAFF**

2 CFR 200

**An individual form must be completed for each key person/staff member. Include an estimate of the number of hours or percentage of time devoted to the project.**

**1. Federal Financial Assistance Funding Opportunity Number:**  
23-DG-11083112-009

**2. Subrecipient FEIN:**  
59-1568877

**3. Subrecipient Legal Name:**  
City of Sanibel

**Person Name:**  
Chris Lechowicz

**Title:**  
SCCF Wildlife & Habitat  
Management Program Director

**Hours of % of time devoted to the project:**

**Phone Number:**  
239-472-2329

**Email Address:**  
Clechowicz@sccf.org

**Qualifications:**

Founded in 1967, the Sanibel Captiva Conservation Foundation's (SCCF) mission is to protect and care for Southwest Florida's coastal ecosystems through our focus on Conservation and Ecosystem Restoration, Water Quality Research, Policy and Advocacy, Sea Turtles and Shorebirds, Native Landscaping, Habitat and Wildlife Management, and Environmental Education. They are the largest private landowner on Sanibel Island, managing more than 2,100 acres of land, including critical wildlife habitats and 8 miles of public trails.

Chris Lechowicz has two B.S. degrees in Zoology and Computer Science from Southern Illinois University at Carbondale (SIU) and a M.S. degree in Environmental Science from Florida Gulf Coast University (FGCU). He began working at SCCF in 2002 and is the Director of the Wildlife Habitat Management Program and staff herpetologist. As land manager, he oversees SCCF's conservation lands with the help of his field technicians. Prescribed burns, exotic plant removal, native tree planting, and other habitat restoration techniques are used to maintain functioning ecosystems on the islands.

Florida Department of Agriculture and Consumer Services  
Division of Administration

## KEY PERSON / STAFF

2 CFR 200

**An individual form must be completed for each key person/staff member. Include an estimate of the number of hours or percentage of time devoted to the project.**

**1. Federal Financial Assistance Funding Opportunity Number:**

23-DG-11083112-009

**2. Subrecipient FEIN:**

59-1568877

**3. Subrecipient Legal Name:**

City of Sanibel

**Person Name:**

Emily Harrington

**Title:**

SCCF Horticulturalist and  
Certified Arborist

**Hours of % of time devoted to the  
project:**

80 hours

**Phone Number:**

239-472-2329

**Email Address:**

eharrington@sccf.org

**Qualifications:**

Founded in 1967, the Sanibel Captiva Conservation Foundation's (SCCF) mission is to protect and care for Southwest Florida's coastal ecosystems through our focus on Conservation and Ecosystem Restoration, Water Quality Research, Policy and Advocacy, Sea Turtles and Shorebirds, Native Landscaping, Habitat and Wildlife Management, and Environmental Education. They are the largest private landowner on Sanibel Island, managing more than 2,100 acres of land, including critical wildlife habitats and 8 miles of public trails.

Emily graduated from Clemson University in 2013 with a B.S. in Environmental and Natural Resource Management complemented by a minor in Horticulture. Throughout college she worked at the South Carolina Botanical Garden where she had the opportunity to learn about the native habitats and plant communities of SC. During her time there, she gained experience in garden installation and maintenance as well. She began her internship at the SCCF Native Plant Nursery, was hired to help maintain the grounds at the Bailey Homestead and obtained her credentials to become a Certified Arborist.

Florida Department of Agriculture and Consumer Services  
Division of Administration

## **PERFORMANCE SITE / LOCATIONS**

2 CFR 200

### **Instructions for Application Packet - Performance Site / Locations**

\*If a field does not apply, indicate N/A in the field.

1. Federal Financial Assistance Funding Opportunity Number - Record the number shown on the Notice of Funding Opportunity.
2. Subrecipient FEIN - Record the employer or taxpayer identification number as assigned by the Internal Revenue Service.
3. Subrecipient Legal Name - Record the legal name of applicant that will undertake the scope of work. The name must match the name listed in SAM.

Each application must include a list of site(s)/locations(s) where the work will be performed.

The reimbursement of facilities cost will only be allowable for site(s)/location(s) listed on the form. The allocation of facilities cost must be based upon the square footage used by the project activities.

Florida Department of Agriculture and Consumer Services  
Division of Administration

**PERFORMANCE SITE / LOCATIONS**

2 CFR 200

<b>1. Federal Financial Assistance Funding Opportunity Number:</b> 23-DG-11083112-009		<b>2. Subrecipient FEIN:</b> 59-1568877	
<b>3. Subrecipient Legal Name:</b> City of Sanibel			
I am submitting an application as an individual, and not on behalf of a company, state, local, or tribal government, academia, or other type of organization.			<b>Check Box</b> <input type="checkbox"/>
<b>Project/Performance Site Primary Location</b>			
<b>Street Address:</b> 2231 Periwinkle Way (26.436935, -82.073191) - Community Park Trail			
<b>City:</b> Sanibel	<b>State:</b> Florida	<b>Zip Code plus 4:</b> 33957-4021	
<b>Mailing Address (If different from above):</b>			
<b>Phone Number:</b> N/A	<b>Fax Number:</b>	<b>County:</b> Lee	<b>Project/Performance Site Congressional District:</b> FL-19
<b>Project/Performance Site Location 1</b>			
<b>Street Address:</b> 2231 Periwinkle Way (26.436935, -82.073191) - Community Park Trail			
<b>City:</b> Sanibel	<b>State:</b> Florida	<b>Zip Code plus 4:</b> 33957-4021	
<b>Mailing Address (If different from above):</b>			
<b>Phone Number:</b> N/A	<b>Fax Number:</b>	<b>County:</b> Lee	<b>Project/Performance Site Congressional District:</b> FL-19
<b>Project/Performance Site Location 2</b>			
<b>Street Address:</b> 520 Tarpon Bay Road (26.433317, -82.079251) - Frannie's Preserve Trail			
<b>City:</b> Sanibel	<b>State:</b> Florida	<b>Zip Code plus 4:</b> 33957-4021	
<b>Mailing Address (If different from above):</b>			
<b>Phone Number:</b> N/A	<b>Fax Number:</b>	<b>County:</b> Lee	<b>Project/Performance Site Congressional District:</b> FL-19
<b>Project/Performance Site Location 3</b>			
<b>Street Address:</b>			



<b>City:</b>		<b>State:</b>	<b>Zip Code plus 4:</b>
<b>Mailing Address (If different from above):</b>			
<b>Phone Number:</b>	<b>Fax Number:</b>	<b>County:</b>	<b>Project/Performance Site Congressional District:</b>
<b>Project/Performance Site Location 4</b>			
<b>Street Address:</b>			
<b>City:</b>		<b>State:</b>	<b>Zip Code plus 4:</b>
<b>Mailing Address (If different from above):</b>			
<b>Phone Number:</b>	<b>Fax Number:</b>	<b>County:</b>	<b>Project/Performance Site Congressional District:</b>
<b>Project/Performance Site Location 5</b>			
<b>Street Address:</b>			
<b>City:</b>		<b>State:</b>	<b>Zip Code plus 4:</b>
<b>Mailing Address (If different from above):</b>			
<b>Phone Number:</b>	<b>Fax Number:</b>	<b>County:</b>	<b>Project/Performance Site Congressional District:</b>
<b>Project/Performance Site Location 6</b>			
<b>Street Address:</b>			
<b>City:</b>		<b>State:</b>	<b>Zip Code plus 4:</b>
<b>Mailing Address (If different from above):</b>			
<b>Phone Number:</b>	<b>Fax Number:</b>	<b>County:</b>	<b>Project/Performance Site Congressional District:</b>
<b>Project/Performance Site Location 7</b>			
<b>Street Address:</b>			
<b>City:</b>		<b>State:</b>	<b>Zip Code plus 4:</b>
<b>Mailing Address (If different from above):</b>			

<b>Phone Number:</b>	<b>Fax Number:</b>	<b>County:</b>	<b>Project/Performance Site Congressional District:</b>
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Florida Department of Agriculture and Consumer Services  
Division of Administration

## FEDERAL ASSURANCE FOR FEDERAL FINANCIAL ASSISTANCE SUBRECIPIENT AWARD

2 CFR 200

<b>Federal Financial Assistance Funding Opportunity Number:</b> 23-DG-11083112-009
<b>Subrecipient Legal Name:</b> City of Sanibel
<b>Subrecipient FEIN:</b> 59-1568877
As the duly authorized representative of the Subrecipient, I certify that to the extent applicable, the Subrecipient:
1. Has the legal authority to apply for federal assistance and the institutional, managerial and financial capability (including funds sufficient to pay the non-federal share of project costs) to ensure proper planning, management and completion of the project described in this application.
2. Will give the Recipient, the Comptroller General of the United States and, if appropriate, the State, through any authorized representative, access to and the right to examine all records, books, papers, or documents related to the subrecipient award; and will establish a proper accounting system in accordance with generally accepted accounting principles or Recipient directives.
3. Will establish safeguards to prohibit employees from using their positions for a purpose that constitutes or presents the appearance of personal or organizational conflict of interest, or personal gain.
4. Will initiate and complete the work within the applicable time frames after receipt of approval of the Recipient.
5. Will comply with the Intergovernmental Personnel Act of 1970 (42 U.S.C. §§4728-4763) relating to prescribed standards for merit systems for programs funded under one of the 19 statutes or regulations specified in Appendix A of OPM's Standards for a Merit System of Personnel Administration (5 C.F.R. 900, Subpart F).
6. Will comply with all Federal statutes relating to nondiscrimination. These include but are not limited to: (a) Title VI of the Civil Rights Act of 1964 (P.L. 88-352) which prohibits discrimination on the basis of race, color or national origin; (b) Title IX of the Education Amendments of 1972, as amended (20 U.S.C. §§1681- 1683, and 1685-1686), which prohibits discrimination on the basis of sex; (c) Section 504 of the Rehabilitation Act of 1973, as amended (29 U.S.C. §794), which prohibits discrimination on the basis of handicaps; (d) the Age Discrimination Act of 1975, as amended (42 U.S.C. §§6101-6107), which prohibits discrimination on the basis of age; (e) the Drug Abuse Office and Treatment Act of 1972 (P.L. 92-255), as amended, relating to nondiscrimination on the basis of drug abuse; (f) the Comprehensive Alcohol Abuse and Alcoholism Prevention, Treatment and Rehabilitation Act of 1970 (P.L. 91-616), as amended, relating to nondiscrimination on the basis of alcohol abuse or alcoholism; (g) §§523 and 527 of the Public Health Service Act of 1912 (42 U.S.C. §§290 dd-3 and 290 ee- 3), as amended, relating to confidentiality of alcohol and drug abuse patient records; (h) Title VIII of the Civil Rights Act of 1968 (42 U.S.C. §§3601 et seq.), as amended, relating to nondiscrimination in the sale, rental or financing of housing; (i) any other nondiscrimination provisions in the specific statute(s) under which application for Federal assistance is being made; and, (j) the requirements of any other nondiscrimination statute(s) which may apply to the application.
7. Will comply, or has already complied, with the requirements of Titles II and III of the Uniform Relocation Assistance and Real Property Acquisition Policies Act of 1970 (P.L. 91-646) which provide for fair and equitable treatment of persons displaced or whose property is acquired as a result of Federal or federally-assisted programs. These requirements apply to all interests in real property acquired for project purposes regardless of Federal participation in purchases.
8. Will comply, as applicable, with provisions of the Hatch Act (5 U.S.C. §§1501-1508 and 7324-7328) which limit the political activities of employees whose principal employment activities are funded in whole or in part with Federal funds.

9. Will comply, as applicable, with the provisions of the Davis-Bacon Act (40 U.S.C. §§276a to 276a-7), the Copeland Act (40 U.S.C. §276c and 18 U.S.C. §874), and the Contract Work Hours and Safety Standards Act (40 U.S.C. §§327-333), regarding labor standards for federally-assisted construction subagreements.	
10. Will comply, if applicable, with flood insurance purchase requirements of Section 102(a) of the Flood Disaster Protection Act of 1973 (P.L. 93-234) which requires recipients in a special flood hazard area to participate in the program and to purchase flood insurance if the total cost of insurable construction and acquisition is \$10,000 or more.	
11. Will comply with environmental standards which may be prescribed pursuant to the following: (a) institution of environmental quality control measures under the National Environmental Policy Act of 1969 (P.L. 91-190) and Executive Order (EO) 11514; (b) notification of violating facilities pursuant to EO 11738; (c) protection of wetlands pursuant to EO 11990; (d) evaluation of flood hazards in floodplains in accordance with EO 11988; (e) assurance of project consistency with the approved State management program developed under the Coastal Zone Management Act of 1972 (16 U.S.C. §§1451 et seq.); (f) conformity of Federal actions to State (Clean Air) Implementation Plans under Section 176(c) of the Clean Air Act of 1955, as amended (42 U.S.C. §§7401 et seq.); (g) protection of underground sources of drinking water under the Safe Drinking Water Act of 1974, as amended (P.L. 93-523); and, (h) protection of endangered species under the Endangered Species Act of 1973, as amended (P.L. 93-205).	
12. Will comply with the Wild and Scenic Rivers Act of 1968 (16 U.S.C. §§1271 et seq.) related to protecting components or potential components of the national wild and scenic rivers system.	
13. Will assist the awarding agency in assuring compliance with Section 106 of the National Historic Preservation Act of 1966, as amended (16 U.S.C. §470), EO 11593 (identification and protection of historic properties), and the Archaeological and Historic Preservation Act of 1974 (16 U.S.C. §§469a-1 et seq.).	
14. Will comply with P.L. 93-348 regarding the protection of human subjects involved in research, development, and related activities supported by this award of assistance.	
15. Will comply with the Laboratory Animal Welfare Act of 1966 (P.L. 89-544, as amended, 7 U.S.C. §§2131 et seq.) pertaining to the care, handling, and treatment of warm-blooded animals held for research, teaching, or other activities supported by this award of assistance.	
16. Will comply with the Lead-Based Paint Poisoning Prevention Act (42 U.S.C. §§4801 et seq.) which prohibits the use of lead-based paint in construction or rehabilitation of residence structures.	
17. Will cause to be performed the required financial and compliance audits in accordance with the Single Audit Act Amendments of 1996 and 2 CFR, Part 200 Uniform Administrative Requirements, Costs Principles and Audit Requirements for Federal Awards, Subpart F Audit Requirements.	
18. Will comply with all applicable requirements of all other Federal laws, executive orders, regulations, and policies governing this program.	
19. Will comply with the requirements of Section 106(g) of the Trafficking Victims Protection Act (TVPA) of 2000, as amended (22 U.S.C. 7104) which prohibits grant award recipients or a subrecipient from (1) Engaging in severe forms of trafficking in persons during the period of time that the award is in effect, (2) Procuring a commercial sex act during the period of time that the award is in effect or, (3) Using forced labor in the performance of the award or subawards under the award.	
20. Will comply with and enforce the requirements for a drug-free workplace as mandated in 2 CFR Part 421, "Requirements for Drug-Free Workplace".	
21. Will comply with 2 CFR 417, Subpart C to ensure that any vendor or subcontractor that carries out the provisions of this agreement are not debarred or suspended.	
22. Will comply with the Executive Order 13513 entitled "Federal Leadership on Reducing Text Messaging While Driving" by prohibiting employees, contractors, and subcontractors from texting while driving on official business and or in federally owned, rented or leased vehicles or privately owned vehicles when on official government business or when performing any work for or on behalf of or in cooperation with the federal government.	
<b>Authorized Representative Name:</b>	<b>Title:</b>

<b>Signature of Authorized Representative:</b>	<b>Date Signed:</b>
<b>Application Organization:</b> City of Sanibel	

Florida Department of Agriculture and Consumer Services  
Division of Administration

**CERTIFICATION REGARDING LOBBYING**

2 CFR 200

<b>Federal Financial Assistance Funding Opportunity Number:</b> 23-DG-11083112-009	
<b>Subrecipient Legal Name:</b> City of Sanibel	
<b>Subrecipient FEIN:</b> 59-1568877	
The undersigned certifies, to the best of his or her knowledge and belief, that:	
<p>1. No Federal appropriated funds have been paid or will be paid, by or on behalf of the undersigned, to any person for influencing or attempting to influence an officer or employee of an agency, a member of Congress, an officer or employee of Congress, or an employee of a member of Congress in connection with the awarding of any Federal contract, the making of any Federal grant, the making of any Federal loan, the entering into of any cooperative agreement, and the extension, continuation, renewal, amendment, or modification of any federal contract, grant, loan, or cooperative agreement.</p>	
<p>2. If any funds other than Federal appropriated funds have been paid or will be paid to any person for influencing or attempting to influence an officer or employee of any agency, a member of Congress, an officer or employee of Congress, or an employee of a member of Congress in connection with this Federal contract, grant, loan, or cooperative agreement, the undersigned shall complete and submit Standard Form-LLL, "Disclosure of Lobbying Activities" in accordance with its instructions.</p>	
<p>3. The undersigned shall require that the language of this certification be included in the award documents for all subawards at all tiers (including subcontracts, subgrants, and contracts under grants, loans, and cooperative agreements) and that all subrecipients shall certify and disclose accordingly.</p>	
<p>4. This certification is a material representation of fact upon which reliance was placed when this transaction was made or entered into. Submission of this certification is a prerequisite for making or entering into this transaction imposed by Section 1352, Title 31, U.S. Code. Any person who fails to file the required certification shall be subject to a civil penalty or not less than \$10,000 and not more than \$100,000 for each such failure.</p>	
<b>Authorized Representative Name:</b>	<b>Title:</b>
<b>Signature of Authorized Representative:</b>	<b>Date Signed:</b>
<b>Application Organization:</b>	



Florida Department of Agriculture and Consumer Services  
Division of Administration

**CERTIFICATION REGARDING DEBARMENTS, SUSPENSION,  
INELIGIBILITY AND VOLUNTARY EXCLUSION - LOWER TIER  
FEDERALLY FUNDED TRANSACTIONS**

2 CFR 200

<b>Federal Financial Assistance Funding Opportunity Number:</b> 23-DG-11083112-009
<b>Subrecipient Legal Name:</b> City of Sanibel
<b>Subrecipient FEIN:</b> 59-1568877
This certification is pursuant to Executive Order 12549, Debarment and Suspension and implemented at 2 CFR parts 180 and 1880.
<b>Instructions for Certification</b>
1. By signing and submitting this proposal, the prospective lower tier participant is providing the certifications set out below.
2. The certification in this clause is a material representation of fact upon which reliance was placed when this transaction was entered into. If it is later determined that the prospective lower tier participant knowingly rendered an erroneous certification. In addition to other remedies available to the federal government, the department or agency with which this transaction originated may pursue available remedies, including suspension and/or debarment.
3. The prospective lower tier participant shall provide immediate written notice to the person to whom this proposal is submitted if at any time the prospective lower tier participant learns that its certification was erroneous when submitted or has become erroneous by reason of changed circumstances.
4. The terms "covered transaction", "debarred", "suspended", "ineligible", "lower tier covered transaction", "participant", "person", "primary covered transaction", "principal", "proposal", and "voluntarily excluded", as used in this clause, have the meanings set out in the Definitions and Coverage sections of rules implementing Executive Order 12549. You may contact the person to which this proposal is submitted for assistance in obtaining a copy of those regulations.
5. The prospective lower tier participant agrees by submitting this form that, should the proposed covered transaction be entered into, it shall not knowingly enter into any lower tier covered transaction with a person who is debarred, suspended, declared ineligible, or voluntarily excluded from participation in this covered transaction, unless authorized by the department or agency with which this transaction originated.
6. The prospective lower tier participant further agrees by submitting this form that it will include this clause titled "Certification Regarding Debarment, Suspension, Ineligibility and Voluntary Exclusion - Lower Tier Covered Transactions," without modification, in all lower tier covered transactions and in all solicitations for lower tier covered transactions.
7. A participant in a covered transaction may rely upon a certification of a prospective participant in a lower tier covered transaction that is not debarred, suspended, ineligible, or voluntarily excluded from the covered transaction, unless it knows that the certification is erroneous. A participant may decide the method and frequency by which it determines the eligibility of its principals. Each participant may, but is not required to, check the Nonprocurement List.
8. Nothing contained in the foregoing shall be construed to require establishment of a system of records in order to render in good faith the certification required by this clause. The knowledge and information of a participant is not required to exceed that which is normally possessed by a prudent person in the ordinary course of business dealings.

9. Except for transactions authorized under paragraph 5 of these instructions, if a participant in a covered transaction knowingly enters into a lower tier covered transaction with a person who is suspended, debarred, ineligible, or voluntarily excluded from participating in this transactions, in addition to other remedies available to the Federal Government, the department or agency with which this transaction originated may pursue available remedies, including suspension and/or debarment.

### **Certification**

1. The prospective lower tier participant certifies to the best of its knowledge and belief, that it and its principals;

a. Are not presently debarred, suspended, proposed for debarment, declared ineligible or voluntarily excluded from covered transactions by any Federal department or agency.

b. Have not within a three-year period preceding this proposal been convicted of or had a civil judgment rendered against them for commission of fraud or a criminal offense in connection with obtaining, attempting to obtain, or performing a public (Federal, State, or local) transaction or contract under a public transaction; violation of Federal or State antitrust statutes or commission of embezzlement theft, forgery, bribery, falsification or destruction of records, making false statements, or receiving stolen property;

c. Are not presently indicted for or otherwise criminally or civilly charged by a governmental entity (Federal, State or local) with commission of any of the offenses enumerated in paragraph (1)(b) of this certification; and

d. Have not within a three-year period preceding this application/proposal had one or more public transactions (Federal, State, or local) terminated for cause or default.

2. Where the prospective lower tier participant is unable to certify to any of the statements in this certification, such prospective lower tier participant shall attach an explanation to this proposal.

<b>Authorized Representative Name:</b>	<b>Title:</b>
<b>Signature of Authorized Representative:</b>	<b>Date Signed:</b>
<b>Application Organization:</b>	

Florida Department of Agriculture and Consumer Services  
Division of Administration

**CERTIFICATION STATEMENT**

2 CFR 200

**Federal Financial Assistance Funding Opportunity Number:**

23-DG-11083112-009

**Subrecipient Legal Name:**

City of Sanibel

**Subrecipient FEIN:**

59-1568877

By signing this page, the undersigned certifies that:

A. This application is in all respects fair and submitted in good faith, without collusion or fraud;

B. If selected through this application process, the subrecipient will work in good faith and in partnership with the Florida Department of Agriculture and Consumer Services to manage its subrecipient agreement in a timely and accurate manner;

C. Any funds awarded as a result of this application process will not be used to supplant or replace any state or local funds;

D. Any funds awarded as a result of this application process will not be used as matching funds to apply for or receive other federal funds;

E. No federal funds will be used as match for funds awarded as a result of this application process.

F. The undersigned has full authority to bind the applicant.

**Authorized Representative Name:**

**Title:**

**Signature of Authorized Representative:**

**Date Signed:**

**Application Organization:**