



CareerSource Hillsborough Pinellas Finance/Audit Committee

Date: January 8, 2025 at 10:00 AM

Location: Hybrid; Meridian One 4350 W Cypress Street, Suite 875 Tampa FL

Zoom Information [Zoom Link](#)

Dial in Number: 1.305.224.1968

Meeting ID: 839 4469 1950

Password: 329624

AGENDA

I. Call to Order, Roll Call, and Welcome

II. Public Comments

III. Action Items/Discussion Items

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A. Next Finance Committee Meeting – March 2025, Date TBD	
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Action Item

WorkNet Pinellas, Inc. Required Communication and Acceptance of Annual Financial Statement Audit For the Fiscal Year Ended June 30, 2024

Background

Per Amended and Restated By-Laws of Tampa Bay Workforce Alliance, Inc. d/b/a CareerSource Hillsborough Pinellas ("By-Laws"), the Audit Committee's responsibilities include but are not limited to: "Reviewing and recommending for Board acceptance of the annual financial audit and 401(k) plan audit." [By-Laws, Article VII, Section 7.4(G)]

Information

The audit firm Thomas Howell Ferguson P.A. has completed the annual financial statement audit of WorkNet Pinellas, Inc. for the fiscal year ended June 30, 2024.

At the conclusion of the audit, the Auditor is required to communicate to those charged with governance matters that those individuals should be aware of (ie., scope of audit procedures performed, significant findings, and other information, such as disagreements with management, audit adjustments and significant estimates) that aren't communicated in the audited financial statements.

Enclosed is a copy of the required communication (SAS 114) and audit report. A representative from Thomas Howell Ferguson P.A. will present the results to the Finance/Audit Committee.

Recommendation

Acceptance of the WorkNet Pinellas, Inc. Annual Financial Statement Audit for the fiscal year ended June 30, 2024.

To the Board of Directors
CareerSource Hillsborough Pinellas

We are pleased to present this report related to our audit of the financial statements of WorkNet Pinellas, Inc. (the Organization) as of and for the year ended June 30, 2024. This report summarizes certain matters required by professional standards to be communicated to you in your oversight responsibility for the Organization's financial reporting process.

Auditing standards generally accepted in the United States of America (AU-C 260, *The Auditor's Communication with Those Charged with Governance*) require the auditor to promote effective two-way communication between the auditor and those charged with governance. Consistent with this requirement, the following summarizes our responsibilities regarding the financial statement audit as well as observations arising from our audit that are significant and relevant to your responsibility to oversee the financial and related compliance reporting process.

Area	Comments
Our Responsibilities With Regard to the Financial Statement Audit and Compliance	Our responsibilities under auditing standards generally accepted in the United States of America and <i>Government Auditing Standards</i> issued by the Comptroller General of the United States have been described to you in our engagement letter dated July 17, 2024. Our audit of the financial statements does not relieve management or those charged with governance of their responsibilities, which are also described in that letter.
Overview of the Planned Scope and Timing of the Financial Statement Audit	We have issued a separate communication dated August 28, 2024 regarding the planned scope and timing of our audit and identified significant risks.
Accounting Policies and Practices	<p>Adoption of, or Change in, Accounting Policies</p> <p>Management has the ultimate responsibility for the appropriateness of the accounting policies used by the Organization. The Organization did not adopt any significant new accounting policies, nor have there been any changes in existing significant accounting policies during the current period.</p> <p>Significant Accounting Policies</p> <p>We did not identify any significant accounting policies in controversial or emerging areas for which there is a lack of authoritative guidance or consensus.</p>

Area	Comments
Accounting Policies and Practices (continued)	<p>Significant Unusual Transactions</p> <p>We did not identify any significant unusual transactions.</p>
Management's Judgments and Accounting Estimates	<p>Accounting estimates are an integral part of the preparation of financial statements and are based upon management's current judgment. The process used by management encompasses their knowledge and experience about past and current events, and certain assumptions about future events. Management has informed us that they used all the relevant facts available to them at the time to make the best judgments about accounting estimates, and we considered this information in the scope of our audit. Significant accounting estimates reflected in the Organization's June 30, 2024 financial statements.</p> <ul style="list-style-type: none"> • Allocation of certain direct and indirect costs to functional programs. <p>The Board of Directors may wish to monitor throughout the year the process used to determine and record these accounting estimates.</p>
Audit Adjustments	<p>Audit adjustments proposed by us and recorded by Organization are shown on the attached Exhibit A.</p>
Uncorrected Misstatements	<p>There were no uncorrected misstatements that management determined to be immaterial.</p>
Other Information Included in Annual Reports	<p>Our responsibility for other information included in annual reports is to read the information and consider whether its content or the manner of its presentation is materially inconsistent with the financial information covered by our auditor's report, whether it contains a material misstatement of fact or whether the other information is otherwise misleading. We read the Organization's supplementary information. We did not identify material inconsistencies with the audited financial statements.</p>

Area				Comments
Observations About the Audit Process				Disagreements With Management
				We encountered no disagreements with management over the application of significant accounting principles, the basis for management's judgments on any significant matters, the scope of the audit or significant disclosures to be included in the financial statements.
				Consultations With Other Accountants
				We are not aware of any consultations management had with other accountants about accounting or auditing matters.
				Significant Issues Discussed With Management
				No significant issues arising from the audit were discussed or were the subject of correspondence with management.
				Significant Difficulties Encountered in Performing the Audit
				We did not encounter any significant difficulties in dealing with management during the audit. We received full cooperation and appreciate the assistance provided by the Organization's financial and accounting personnel.
				Difficult or Contentious Matters That Required Consultation
				We did not encounter any significant and difficult or contentious matters that required consultation outside the engagement team.

Area	Comments
<p>Shared Responsibilities for Independence</p>	<p>Independence is a joint responsibility and is managed most effectively when management, board of directors, and audit firms work together in considering compliance with AICPA and <i>Government Accountability Office</i> (GAO) independence rules. For Thomas Howell Ferguson (THF) to fulfill its professional responsibility to maintain and monitor independence, management, the board of directors, and THF each play an important role.</p>
	<p>Our Responsibilities</p> <ul style="list-style-type: none"> • AICPA and GAO rules require independence both of mind and in appearance when providing audit and other attestation services. THF is to ensure that the AICPA and GAO's General Requirements for performing non-attest/nonaudit services are adhered to and included in all letters of engagement. • Maintain a system of quality control over compliance with independence rules and firm policies.
	<p>The Organization's Responsibilities</p> <ul style="list-style-type: none"> • Timely inform THF, before the effective date of transactions or other business changes, of the following: <ul style="list-style-type: none"> – New affiliates, directors, officers, or person in financial reporting and compliance oversight roles. – Changes in the reporting entity impacting affiliates such as partnerships, related entities, investments, joint ventures, jointly governed organizations.

Area	Comments
<p>Shared Responsibilities for Independence (continued)</p>	<ul style="list-style-type: none"> • Provide necessary affiliate information such as new or updated structure charts, as well as financial information required to perform materiality calculations needed for making affiliate determinations. • Understand and conclude on the permissibility, prior to the Organization and its affiliates, officers, directors, or persons in a decision-making capacity, engaging in business relationships with THF. • Not entering into arrangements of nonaudit services resulting in THF being involved in making management decisions on behalf of the Organization. • Not entering into relationships resulting in close family members of THF covered persons temporarily or permanently acting as an officer, director, or person in an accounting, financial reporting or compliance oversight role at the Organization.
<p>Internal Control and Compliance Matters</p>	<p>We have separately communicated significant deficiencies and material weaknesses in internal control and compliance findings over financial reporting identified during our audit of the financial statements and major awards, as required by <i>Government Auditing Standards</i> and <i>Uniform Administrative Requirements, Cost Principles, and Audit Requirements for Federal Awards</i> at 2 CFR 200 (Uniform Guidance). This communication is included in the Other Reports section of the financial statements. We did, however, issue another letter, dated December 11, 2024, that is attached as Exhibit B, describing other internal control matters, and our related recommendations, that we believe merit consideration.</p>

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Area	Comments
Significant Written Communications Between Management and Our Firm	See Exhibit C for a copy of the representation letter provided to us by the Organization's management.

This report is intended solely for the information and use of the Board of Directors of the Organization and is not intended to be, and should not be, used by anyone other than these specified parties. It will be our pleasure to respond to any questions you have about this report. We appreciate the opportunity to continue to be of service to WorkNet Pinellas, Inc.

Thomas Howell Ferguson P.A.

Tallahassee, Florida
December 11, 2024

Number	Date	Name	Account No	Reference	Annotation	Debit	Credit	Recurrence	Misstatement
AJE 1	6/30/2024	Right of Use Asset	1510	6502		9,812.00			
AJE 1	6/30/2024	Lease Liability - Current	2340	6502		286.00			
AJE 1	6/30/2024	Lease Liability - Noncurrent	2740	6502			10,141.00		
AJE 1	6/30/2024	Office Rent/Lease	5200	6502		43.00			
		To record lease adjustment for ASC 842							Factual
AJE 3	6/30/2024	Grants Receivable	1250	6102		2,355.00			
AJE 3	6/30/2024	Accrued Expenses	2020	6102			69,848.00		
AJE 3	6/30/2024	Deferred Grant Revenue	2400	6102		67,493.00			
AJE 3	6/30/2024	Grant Revenue - Federal	3000	6102			69,848.00		
AJE 3	6/30/2024	Service Provider Contract	8000	6102		69,848.00			
		To accrue for improperly accrued expenses identified during the search for unrecorded liabilities.							Factual
						149,837.00	149,837.00		
Net Income (Loss)			(610,871.00)						

**Report of Independent Auditors on Internal Control Over Financial Reporting and
on Compliance and Other Matters Based on an Audit of Financial Statements
Performed in Accordance with *Government Auditing Standards***

Board of Directors
CareerSource Hillsborough Pinellas

We have audited, in accordance with the auditing standards generally accepted in the United States of America and the standards applicable to financial audits contained in *Government Auditing Standards* issued by the Comptroller General of the United States, the financial statements of WorkNet Pinellas, Inc. (the Organization) which comprise the statement of financial position as of June 30, 2024, and the related statements of activities and cash flows for the year then ended, and the related notes to the financial statements, and have issued our report thereon dated June 30, 2024.

Internal Control Over Financial Reporting

In planning and performing our audit of the financial statements, we considered the Organization's internal control over financial reporting (internal control) to determine the audit procedures that are appropriate in the circumstances for the purpose of expressing our opinion on the financial statements, but not for the purpose of expressing an opinion on the effectiveness of the Organization's internal control. Accordingly, we do not express an opinion on the effectiveness of the Organization's internal control.

A deficiency in internal control exists when the design or operation of a control does not allow management or employees, in the normal course of performing their assigned functions, to prevent or detect and correct misstatements on a timely basis. A material weakness is a deficiency, or a combination of deficiencies, in internal control such that there is a reasonable possibility that a material misstatement of the entity's financial statements will not be prevented or detected and corrected on a timely basis. A significant deficiency is a deficiency, or a combination of deficiencies, in internal control that is less severe than a material weakness, yet important enough to merit attention by those charged with governance.

Our consideration of internal control was for the limited purpose described in the first paragraph of this section and was not designed to identify all deficiencies in internal control that might be material weaknesses or significant deficiencies. Given these limitations, during our audit we did not identify any deficiencies in internal control that we consider to be material weaknesses. However, material weaknesses may exist that have not been identified.

Compliance and Other Matters

As part of obtaining reasonable assurance about whether the Organization's financial statements are free from material misstatement, we performed tests of its compliance with certain provisions of laws, regulations, contracts, and grant agreements, noncompliance with which could have a direct and material effect on the determination of financial statement amounts. However, providing an opinion on compliance with those provisions was not an objective of our audit, and accordingly, we do not express such an opinion. The results of our tests disclosed no instances of noncompliance or other matters that are required to be reported under *Government Auditing Standards*.

Purpose of this Report

The purpose of this report is solely to describe the scope of our testing of internal control and compliance and the results of that testing, and not to provide an opinion on the effectiveness of the entity's internal control or on compliance. This report is an integral part of an audit performed in accordance with *Government Auditing Standards* in considering the entity's internal control and compliance. Accordingly, this communication is not suitable for any other purpose.

Thomas Howell Ferguson P.A.

Tampa, Florida
December 11, 2024

December 11, 2024

Exhibit C

Thomas Howell Ferguson P.A
201 E Kennedy Blvd., Suite 325
Tampa, FL 33602

This representation letter is provided in connection with your audit of the financial statements of WorkNet Pinellas, Inc. (the Organization), which comprise the statements of financial position as of June 30, 2024, the related statements of activities and changes in net assets, functional expenses and cash flows for the year then ended, and the related notes to the financial statements (collectively, the financial statements), for the purpose of expressing an opinion on whether the financial statements are presented fairly, in all material respects, in accordance with accounting principles generally accepted in the United States of America (U.S. GAAP).

We confirm, to the best of our knowledge and belief as of the date of this letter:

Financial Statements

1. We have fulfilled our responsibilities, as set out in the terms of the audit engagement letter dated July 17, 2024, for the preparation and fair presentation of the financial statements referred to above in accordance with U.S. GAAP.
2. We acknowledge our responsibility for the design, implementation and maintenance of internal control relevant to the preparation and fair presentation of the financial statements that are free from material misstatement, whether due to fraud or error.
3. We acknowledge our responsibility for the design, implementation and maintenance of controls to prevent and detect fraud.
4. The methods, data, and significant assumptions used by us in making accounting estimates and their related disclosures are appropriate to achieve recognition, measurement, or disclosure that is reasonable in the context of U.S. GAAP, and reflect our judgment based on our knowledge and experience about past and current events, and our assumptions about conditions we expect to exist and courses of action we expect to take.
5. Related-party relationships and transactions have been appropriately accounted for and disclosed in accordance with the requirements of U.S. GAAP.
6. All events subsequent to the date of the financial statements, and for which U.S. GAAP requires adjustment or disclosure, have been adjusted or disclosed.
7. The effects of all known actual or possible litigation and claims have been accounted for and disclosed in accordance with U.S. GAAP.
8. The selection and application of accounting policies are appropriate.
9. The following have been properly recorded and/or disclosed in the financial statements:



- a. Guarantees, whether written or oral, under which the Organization is contingently liable.
 - b. All other liens or encumbrances on assets or revenues or any assets or revenues which were pledged as collateral for any liability or which were subordinated in any way.
 - c. All liabilities that are subordinated to any other actual or possible liabilities of the Organization.
 - d. All leases and material amounts of rental obligations under long-term leases.
 - e. Investments in debt and equity securities.
 - f. Derivative financial instruments.
 - g. Assets and liabilities measured at fair value in accordance with the Fair Value Measurements and Disclosures Topic of the FASB Accounting Standards Codification, including split interest agreements.
 - h. All current and deferred assets and liabilities related to the accounting for income taxes. Additionally, we have evaluated the tax positions under the two-step approach for recognition and measurement of uncertain tax positions required by the Income Taxes Topic of the FASB Accounting Standards Codification.
 - i. All recordable contributions, by appropriate net asset class.
 - j. Allocations of functional expenses based on reasonable basis.
 - k. Composition of assets in amounts needed to comply with all donor restrictions.
 - l. Deferred revenue from exchange transactions.
 - m. Refundable advances.
 - n. Classifications between net assets with donor restrictions and net assets without donor restrictions.
 - o. Board designated net assets.
 - p. Reclassifications between net asset classes.
 - q. Amounts held for others under agency and/or split interest agreements
 - r. Receipt of a determination from the Internal Revenue Service that the Organization is exempt from federal income taxes as a Section 501(c)(3) not-for-profit corporation, and that the Organization has complied with the IRS regulations regarding this exemption
 - s. Arrangements with financial institutions involving compensating balances or other arrangements involving restrictions on cash balances, line of credit, or similar arrangements have been properly disclosed.
 - t. All significant material concentrations known to management that are required to be disclosed. Concentrations refer to volumes of business, revenues, available sources of supply, or markets for which events could occur that would significantly disrupt normal finances within the next year.
10. With respect to drafting financial statements services we requested you provide and that you performed in the course of the audit:
- a. We have made all management decisions and performed all management functions;
 - b. We assigned an appropriate individual to oversee the services;
 - c. We evaluated the adequacy and results of the services performed, and made an informed judgment on the results of the services performed;
 - d. We have accepted responsibility for the results of the services; and
 - e. We have accepted responsibility for all significant judgments and decisions that were made.
11. We have no knowledge of any uncorrected misstatements in the financial statements.

Information Provided

12. We have provided you with:
 - a. Access to all information of which we are aware that is relevant to the preparation and fair presentation of the financial statements such as records, documentation and other matters.
 - b. Additional information that you have requested from us for the purpose of the audits.
 - c. Unrestricted access to persons within the Organization from whom you determined it necessary to obtain audit evidence.
 - d. Minutes of the meetings of the governing board and committees, or summaries of actions of recent meetings for which minutes have not yet been prepared.
13. All transactions have been recorded in the accounting records and are reflected in the financial statements.
14. We have disclosed to you the results of our assessment of risk that the financial statements may be materially misstated as a result of fraud.
15. We have no knowledge of allegations of fraud or suspected fraud affecting the Organization's financial statements involving:
 - a. Management.
 - b. Employees who have significant roles in internal control.
 - c. Others where the fraud could have a material effect on the financial statements.
16. We have no knowledge of any allegations of fraud or suspected fraud affecting the Organization's financial statements received in communications from employees, former employees, regulators or others.
17. We have complied with all aspects of laws, regulations and provisions of contracts and agreements that would have a material effect on the financial statements in the event of noncompliance. We have disclosed all instances of identified or suspected noncompliance with laws, regulations, and provisions of contracts and grant agreements whose effects should be considered by management when preparing the financial statements.
18. We are not aware of any pending or threatened litigation and claims whose effects were considered when preparing the financial statements.
19. We have disclosed to you the identity of all of the Organization's related parties and all the related-party relationships and transactions of which we are aware.
20. We have informed you of all deficiencies in internal control over financial reporting, including significant deficiencies or material weaknesses, in the design or operation of internal controls that could adversely affect the Organization's ability to record, process, summarize and report financial data.
21. There have been no communications from regulatory agencies concerning noncompliance with, or deficiencies in, financial reporting practices.

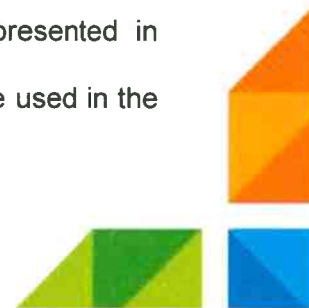
22. We have no plans or intentions that may materially affect the carrying value or classification of assets. In that regard:
- The Organization has no significant amounts of idle property and equipment.
 - The Organization has no plans or intentions to discontinue the operations of any division, with the exception of the merger subsequent to year-end.
 - Provision has been made to reduce all assets that have permanently declined in value to their realizable values.
 - We have reviewed long-lived assets and certain identifiable intangibles to be held and used for impairment whenever events or changes in circumstances have indicated that the carrying amount of the assets might not be recoverable and have appropriately recorded the adjustment.
23. We are responsible for making the accounting estimates included in the financial statements. Those estimates reflect our judgment based on our knowledge and experience about past and current events and our assumptions about conditions we expect to exist and courses of action we expect to take. In that regard, adequate provisions have been made:
- To reduce receivables to their estimated net collectable amounts.
 - For uninsured losses or loss retentions (deductibles) attributable to events occurring through June 30, 2024 and/or for expected retroactive insurance premium adjustments applicable to period through June 30, 2024.
 - For pension obligations, postretirement benefits other than pensions, and deferred compensation agreements attributable to employee services rendered through June 30, 2024.
24. There are no:
- Violations or possible violations of laws or regulations whose effects should be considered for disclosure in the financial statements or as a basis for recording a loss contingency. In that regard, we specifically represent that we have not been designated as, or alleged to be, a "potentially responsible party" by the Environmental Protection Agency in connection with any environmental contamination.
 - Other material liabilities or gain or loss contingencies that are required to be accrued or disclosed by the Contingencies Topic of the FASB Accounting Standards Codification.

We have received a determination from the Internal Revenue Service that we are exempt from federal income taxes as a Section 501(c)(3) not-for-profit corporation, and we have complied with the IRS regulations regarding this exemption.

25. During the course of your audits, you may have accumulated records containing data that should be reflected in our books and records. All such data have been so reflected. Accordingly, copies of such records in your possession are no longer needed by us.

Supplementary Information

26. With respect to supplementary information presented in relation to the financial statements as a whole:
- We acknowledge our responsibility for the presentation of such information.
 - We believe such information, including its form and content, is fairly presented in accordance with GAAS.
 - The methods of measurement or presentation have not changed from those used in the prior period.



- d. When supplementary information is not presented with the audited financial statements, we will make the audited financial statements readily available to the intended users of the supplementary information no later than the date of issuance of the supplementary information and the auditor's report thereon.

Compliance Considerations

In connection with your audit conducted in accordance with Government Auditing Standards, we confirm that management:

27. Is responsible for the preparation and fair presentation of the financial statements in accordance with the applicable financial reporting framework.
28. Is responsible for compliance with the laws, regulations and provisions of contracts and grant agreements applicable to the auditee.
29. Is not aware of any instances of identified and suspected fraud and noncompliance with provisions of laws, regulations, contracts, and grant agreements that have a material effect on the financial statements.
30. Is responsible for the design, implementation and maintenance of internal control relevant to the preparation and fair presentation of financial statements that are free from material misstatement, whether due to fraud or error.
31. Acknowledges its responsibility for the design, implementation and maintenance of controls to prevent and detect fraud.
32. Has taken timely and appropriate steps to remedy identified or suspected fraud or noncompliance with provisions of laws, regulations, contracts, and grant agreements that the auditor reports.
33. Has a process to track the status of audit findings and recommendations.
34. Has identified for the auditor previous audits, attestation engagements and other studies related to the objectives of the audit and whether related recommendations have been implemented.
35. Is not aware of any investigations or legal proceedings that have been initiated with respect to the period under audit.
36. Has provided views on the auditor's reported findings, conclusions and recommendations, as well as management's planned corrective actions, for the report.
37. Acknowledges its responsibilities as it relates to non-audit services performed by the auditor, including that it assumes all management responsibilities; that it oversees the services by designating an individual, preferably within senior management, who possesses suitable skill, knowledge or experience; that it evaluates the adequacy and results of the services performed; and that it accepts responsibility for the results of the services.



In connection with your audit of federal awards conducted in accordance with Subpart F of Title 2 U.S. Code of Federal Regulations (CFR) Part 200, Uniform Administrative Requirements, Cost Principles, and Audit Requirements for Federal Awards (Uniform Guidance) we confirm:

38. Management is responsible for complying, and has complied, with the requirements of Uniform Guidance.
39. Management is responsible for understanding and complying with the requirements of laws, regulations, and the provisions of contracts and grant agreements related to each of its federal programs.
40. Management is responsible for the design, implementation, and maintenance, and has designed, implemented and maintained, effective internal control over compliance for federal programs that provides reasonable assurance that the auditee is managing federal awards in compliance with federal statutes, regulations, and the terms and conditions of the federal award that could have a material effect on its federal programs.
41. Management is responsible for the preparation of the schedule of expenditures of federal awards, acknowledges and understands its responsibility for the presentation of the schedule of expenditures of federal awards in accordance with the Uniform Guidance; believes the schedule of expenditures of federal awards, including its form and content, is fairly presented in accordance with the Uniform Guidance; asserts that methods of measurement or presentation have not changed from those used in the prior period, or if the methods of measurement or presentation have changed, the reasons for such changes have been communicated; and is responsible for any significant assumptions or interpretations underlying the measurement or presentation of the schedule of expenditures of federal awards.
42. Management has identified and disclosed all of its government programs and related activities subject to the Uniform Guidance compliance audit.
43. Management has identified and disclosed to the auditor the requirements of federal statutes, regulations, and the terms and conditions of federal awards that are considered to have a direct and material effect on each major program.
44. Management has made available all federal awards (including amendments, if any) and any other correspondence relevant to federal programs and related activities that have taken place with federal agencies or pass-through entities.
45. Management has identified and disclosed to the auditor all amounts questioned and all known noncompliance with the direct and material compliance requirements of federal awards or stated that there was no such noncompliance.
46. Management believes that the auditee has complied with the direct and material compliance requirements (except for noncompliance it has disclosed to the auditor).
47. Management has made available all documentation related to compliance with the direct and material compliance requirements, including information related to federal program financial reports and claims for advances and reimbursements.



48. Management has provided to the auditor its interpretations of any compliance requirements that are subject to varying interpretations.
49. Management has disclosed to the auditor any communications from federal awarding agencies and pass-through entities concerning possible noncompliance with the direct and material compliance requirements, including communications received from the end of the period covered by the compliance audit to the date of the auditor's report.
50. Management has disclosed to the auditor the findings received and related corrective actions taken for previous audits, attestation engagements, and internal or external monitoring that directly relate to the objectives of the compliance audit, including findings received and corrective actions taken from the end of the period covered by the compliance audit to the date of the auditor's report.
51. Management is responsible for taking corrective action on audit findings of the compliance audit and has developed a corrective action plan that meets the requirements of the Uniform Guidance.
52. Management has provided the auditor with all information on the status of the follow-up on prior audit findings by federal awarding agencies and pass-through entities, including all management decisions.
53. Management has disclosed the nature of any subsequent events that provide additional evidence with respect to conditions that existed at the end of the reporting period that affect noncompliance during the reporting period.
54. Management has disclosed all known noncompliance with direct and material compliance requirements occurring subsequent to the period covered by the auditor's report or stated that there were no such known instances.
55. Management has disclosed whether any changes in internal control over compliance or other factors that might significantly affect the entity's system of internal control, including any corrective action taken by management with regard to significant deficiencies and material weaknesses in internal control over compliance, have occurred subsequent to the period covered by the auditor's report.
56. Federal program financial reports and claims for advances and reimbursements are supported by the books and records from which the basic financial statements have been prepared.
57. The copies of federal program financial reports provided to the auditor are true copies of the reports submitted, or electronically transmitted, to the federal agency or pass-through entity, as applicable.
58. Management has monitored subrecipients, as necessary, to determine that they have expended pass-through assistance in accordance with applicable laws and regulations and the terms and conditions of the subaward and have met the other pass-through entity requirements of the Uniform Guidance.

59. Management has issued management decisions for audit findings that relate to federal awards it makes to subrecipients and such management decisions are issued within six months of acceptance of the audit report by the FAC. Additionally, management has followed up to ensure that the subrecipient takes timely and appropriate action on all deficiencies detected through audits, on-site reviews and other means that pertain to the federal award provided to the subrecipient from the pass-through entity.
60. Management has considered the results of subrecipient monitoring and audits and has made any necessary adjustments to the auditee's own books and records.
61. Management has charged costs to federal awards in accordance with applicable cost principles.
62. Management is responsible for, and has accurately prepared, the summary schedule of prior audit findings to include all findings required to be included by Uniform Guidance.
63. The reporting package does not contain protected personally identifiable information.
64. Management has accurately completed the appropriate sections of the data collection form.
65. Management has disclosed all contracts or other agreements with service organizations.
66. Management has disclosed to the auditor all communications from service organizations relating to noncompliance at those organizations.

CareerSource Hillsborough Pinellas



Steven J. Meier, CPA
Co-Interim Chief Executive Officer



Financial Statements
and Other Financial Information

WorkNet Pinellas, Inc.

*Years ended June 30, 2024 and 2023
with Report of Independent Auditors*



WorkNet Pinellas, Inc.

Financial Statements
and Other Financial Information

Years ended June 30, 2024 and 2023

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Report of Independent Auditors

To the Board of Directors
CareerSource Hillsborough Pinellas

Report on the Audit of the Financial Statements

Opinion

We have audited the financial statements of WorkNet Pinellas, Inc. (the Organization) which comprise the statements of financial position as of June 30, 2024 and June 30, 2023, the related statements of activities and changes in net assets, functional expenses, and cash flows for the years then ended, and the related notes to the financial statements.

In our opinion, the accompanying financial statements present fairly, in all material respects, the financial position of the Organization, as of June 30, 2024 and June 30, 2023, and the changes in its net assets and its cash flows for the years then ended in accordance with accounting principles generally accepted in the United States of America.

Basis for Opinion

We conducted our audit in accordance with auditing standards generally accepted in the United States of America (GAAS) and the standards applicable to financial audits contained in *Government Auditing Standards*, issued by the Comptroller General of the United States (*Government Auditing Standards*). Our responsibilities under those standards are further described in the Auditor's Responsibilities for the Audit of the Financial Statements section of our report. We are required to be independent of the Organization and to meet our other ethical responsibilities, in accordance with the relevant ethical requirements relating to our audit. We believe that the audit evidence we have obtained is sufficient and appropriate to provide a basis for our audit opinion.

Responsibilities of Management for the Financial Statements

Management is responsible for the preparation and fair presentation of the financial statements in accordance with accounting principles generally accepted in the United States of America, and for the design, implementation, and maintenance of internal control relevant to the preparation and fair presentation of financial statements that are free from material misstatement, whether due to fraud or error.

In preparing the financial statements, management is required to evaluate whether there are conditions or events, considered in the aggregate, that raise substantial doubt about the Organization's ability to continue as a going concern within one year after the date that the financial statements are available to be issued.

Auditor's Responsibilities for the Audit of the Financial Statements

Our objectives are to obtain reasonable assurance about whether the financial statements as a whole are free from material misstatement, whether due to fraud or error, and to issue an auditor's report that includes our opinion. Reasonable assurance is a high level of assurance but is not absolute assurance and therefore is not a guarantee that an audit conducted in accordance with GAAS and *Government Auditing Standards* will always detect a material misstatement when it exists. The risk of not detecting a material misstatement resulting from fraud is higher than for one resulting from error, as fraud may involve collusion, forgery, intentional omissions, misrepresentations, or the override of internal control. Misstatements are considered material if there is a substantial likelihood that, individually or in the aggregate, they would influence the judgment made by a reasonable user based on the financial statements.

In performing an audit in accordance with GAAS and *Government Auditing Standards*, we:

- Exercise professional judgment and maintain professional skepticism throughout the audit.
- Identify and assess the risks of material misstatement of the financial statements, whether due to fraud or error, and design and perform audit procedures responsive to those risks. Such procedures include examining, on a test basis, evidence regarding the amounts and disclosures in the financial statements.
- Obtain an understanding of internal control relevant to the audit in order to design audit procedures that are appropriate in the circumstances, but not for the purpose of expressing an opinion on the effectiveness of the Organization's internal control. Accordingly, no such opinion is expressed.
- Evaluate the appropriateness of accounting policies used and the reasonableness of significant accounting estimates made by management, as well as evaluate the overall presentation of the financial statements.
- Conclude whether, in our judgment, there are conditions or events, considered in the aggregate, that raise substantial doubt about the Organization's ability to continue as a going concern for a reasonable period of time.

We are required to communicate with those charged with governance regarding, among other matters, the planned scope and timing of the audit, significant audit findings, and certain internal control-related matters that we identified during the audit.

Page Three

Report on Summarized Comparative Information

We have previously audited CareerSource Hillsborough Pinellas's 2023 financial statements, and we expressed an unmodified audit opinion on those audited financial statements in our report dated November 3, 2023. In our opinion, the summarized comparative information presented herein as of and for the year ended June 30, 2023, is consistent, in all material respects, with the audited financial statements from which it has been derived.

Supplementary Information

Our audit was conducted for the purpose of forming an opinion on the financial statements that collectively comprise the Organization's financial statements. The schedule of expenditures of federal awards, as required by Title 2 U.S. *Code of Federal Regulations* (CFR) Part 200, *Uniform Administrative Requirements, Cost Principles, and Audit Requirements for Federal Awards* (Uniform Guidance), and the schedule of findings and questioned costs relating to federal awards are presented for purposes of additional analysis and are not a required part of the financial statements. Such information is the responsibility of management and was derived from and relates directly to the underlying accounting and other records used to prepare the financial statements. The information has been subjected to the auditing procedures applied in the audit of the financial statements and certain additional procedures, including comparing and reconciling such information directly to the underlying accounting and other records used to prepare the financial statements or to the financial statements themselves, and other additional procedures in accordance with GAAS. In our opinion, the information is fairly stated, in all material respects, in relation to the financial statements as a whole.

Other Reporting Required by Government Auditing Standards

In accordance with *Government Auditing Standards*, we have also issued our report dated December 11, 2024 on our consideration of the Organization's internal control over financial reporting and on our tests of its compliance with certain provisions of laws, regulations, contracts, and grant agreements and other matters. The purpose of that report is solely to describe the scope of our testing of internal control over financial reporting and compliance and the results of that testing, and not to provide an opinion on the effectiveness of the Organization's internal control over financial reporting or on compliance. That report is an integral part of an audit performed in accordance with *Government Auditing Standards* in considering Organization's internal control over financial reporting and compliance.

Thomas Howell Ferguson P.A.

Tampa, Florida
December 11, 2024

WorkNet Pinellas, Inc.

Statements of Financial Position

	June 30,	
	<u>2024</u>	<u>2023</u>
Assets		
Current assets:		
Cash and cash equivalents	\$ 916,425	\$ 1,409,179
Accounts receivable	10,155	46,388
Grants receivable	341,748	359,982
Prepaid expenses	<u>22,307</u>	<u>59,724</u>
Total current assets	1,290,635	1,875,273
Noncurrent assets:		
Restricted cash	196,294	172,595
Leases, right-of-use-assets	<u>273,751</u>	<u>411,807</u>
Total noncurrent assets	<u>470,045</u>	<u>584,402</u>
Total assets	<u>\$ 1,760,680</u>	<u>\$ 2,459,675</u>
Liabilities and net assets		
Current liabilities:		
Accounts payable and accrued liabilities	\$ 762,133	\$ 793,951
Lease liabilities, current	139,840	135,629
Unearned grant revenue	<u>80,625</u>	<u>1,302</u>
Total current liabilities	982,598	930,882
Noncurrent liabilities:		
Lease liabilities, noncurrent	<u>142,296</u>	<u>282,136</u>
Total liabilities	1,124,894	1,213,018
Net assets without donor restrictions	<u>635,786</u>	<u>1,246,657</u>
Total liabilities and net assets	<u>\$ 1,760,680</u>	<u>\$ 2,459,675</u>

See accompanying notes.

WorkNet Pinellas, Inc.

Statements of Activities and Changes in Net Assets

	Years ended 2024	June 30, 2023
Revenues and support:		
Grants:		
Federal	\$ 9,078,823	\$ 9,221,292
Other revenue	<u>454,980</u>	<u>112,781</u>
Total revenues and support	<u>9,533,803</u>	<u>9,334,073</u>
Expenses:		
Program services:		
Workforce Innovation and Opportunity Act	4,739,488	4,850,245
Employment Services Programs	2,393,315	1,136,818
Supplemental Nutrition and Assistance	356,975	372,179
Trade Adjustment Assistance	12,497	9,337
Welfare Transition	<u>1,725,732</u>	<u>2,011,491</u>
Total program services	<u>9,228,007</u>	<u>8,380,070</u>
Supporting services:		
General and administrative	<u>1,000,596</u>	<u>968,475</u>
Total expenses	<u>10,228,603</u>	<u>9,348,545</u>
Interest income	<u>83,929</u>	<u>36,550</u>
Change in net assets	(610,871)	22,078
Net assets at beginning of year	<u>1,246,657</u>	<u>1,224,579</u>
Net assets at end of year	<u>\$ 635,786</u>	<u>\$ 1,246,657</u>

See accompanying notes.

WorkNet Pinellas, Inc.

Statements of Functional Expenses

	Years ended June 30,			2023
	2024			
	Program services	General and administrative	Total	Total
Salaries	\$ 2,953,157	\$ 503,031	\$ 3,456,188	\$ 3,264,295
Retirement	173,768	28,123	201,891	151,677
Payroll taxes and benefits	987,666	104,664	1,092,330	992,207
Staff training and education	5,278	3,646	8,924	17,801
Accounting and professional	140,451	127,961	268,412	299,076
Lobbying	-	25,290	25,290	25,792
Community outreach	20,946	935	21,881	35,416
License, dues, and other fees	21,355	8,253	29,608	29,328
Communications	90,295	7,560	97,855	97,695
Office expenses	135,710	14,589	150,299	279,356
Occupancy	317,232	34,608	351,840	356,045
Travel	45,654	13,148	58,802	50,541
Meetings and conferences	9,173	3,695	12,868	13,765
Other expense	966,422	52,803	1,019,225	45,994
Contract labor	428,915	50,385	479,300	437,126
Insurance	91,241	18,516	109,757	108,856
Service provider contracts	627,264	-	627,264	373,521
Customer training	2,213,480	3,389	2,216,869	2,758,985
Disallowed expenses	-	-	-	2,215
Depreciation and amortization	-	-	-	8,854
	<u>\$ 9,228,007</u>	<u>\$ 1,000,596</u>	<u>\$ 10,228,603</u>	<u>\$ 9,348,545</u>

See accompanying notes.

WorkNet Pinellas, Inc.

Statements of Cash Flows

	Years ended June 30,	
	<u>2024</u>	<u>2023</u>
Operating activities		
Change in net assets	\$ (610,871)	\$ 22,078
Adjustments to reconcile change in net assets to net cash (used in) provided by operating activities:		
Depreciation	-	8,854
Amortization of right-of-use asset	2,427	5,958
Changes in operating assets and liabilities:		
Accounts receivable	36,233	(43,363)
Grants receivable	18,234	6,662
Prepaid expenses	37,417	(10,351)
Accounts payable and accrued liabilities	(31,818)	160,400
Unearned grant revenue	79,323	(135,712)
Net cash (used in) provided by operating activities	<u>(469,055)</u>	<u>14,526</u>
Net (decrease) increase in cash and cash equivalents	(469,055)	14,526
Cash and cash equivalents at beginning of year	<u>1,581,774</u>	<u>1,567,248</u>
Cash and cash equivalents at end of year	<u>\$ 1,112,719</u>	<u>\$ 1,581,774</u>
Cash and cash equivalents consists of the following:		
Cash and cash equivalents	\$ 916,425	\$ 1,409,179
Restricted cash	<u>196,294</u>	<u>172,595</u>
	<u>\$ 1,112,719</u>	<u>\$ 1,581,774</u>

See accompanying notes.

WorkNet Pinellas, Inc.

Notes to Financial Statements

Years ended June 30, 2024 and 2023

1. Nature of Operations and Significant Accounting Policies

WorkNet Pinellas, Inc. is a not-for-profit corporation that was established on March 2, 2001, under the provisions of the Florida Corporations Not-For-Profit Law set forth in Chapter 617 of the Florida Statutes. The Organization was created in accordance with the Florida Workforce Innovation Act of 2000 to serve as the administrative entity for programs of the Local Workforce Development Board in Pinellas County. This public-private partnership supports and promotes economic growth through workforce development. The Local Workforce Development Board (the Board) consists of representatives of education, labor, economic development, organizations identified as one stop partners, and other individuals as appointed by the Pinellas County Board of County Commissioners (the County). Effective February 10, 2014 and July 7, 2014, WorkNet Pinellas, Inc. (the Organization) began doing business as CareerSource Pinellas. The CareerSource Pinellas rebranding was in coordination with Florida's Workforce System to have a unified brand state-wide. The Board is one of twenty-four Local Workforce Development Boards in the State of Florida providing for the development, planning, monitoring and administration of the following grants and programs:

- Temporary Assistance for Needy Families
- Wagner Peyser
- Disabled Veterans Outreach Program
- Local Veterans Employment Representative Program
- Workforce Innovation and Opportunity Act (WIOA) - Adult, Youth, and Dislocated Worker
- National Emergency Grants
- Reemployment Services and Eligibility Assessment
- Unemployment Insurance
- Trade Adjustment Assistance
- Youthbuild
- Supplemental Nutrition Assistance Programs

Support and revenue are obtained primarily from federal grants. The Board is responsible for developing and implementing an area plan and subgranting funds to direct providers of services.

As of July 1, 2024, the Organization merged with CareerSource Hillsborough as part of the Reimagining Education and Career Help (REACH) Act to form the new entity, CareerSource Hillsborough Pinellas. See more details in Note 12.

Basis of Accounting

The Organization uses the accrual basis of accounting. The financial statements have been prepared in accordance with accounting principles generally accepted in the United States of America. The significant accounting policies are described below.

WorkNet Pinellas, Inc.

Notes to Financial Statements

1. Nature of Operations and Significant Accounting Policies (continued)

Basis of Presentation

The financial statements and notes are representations of the Organization's management who is responsible for their integrity and objectivity. The accounting policies conform to accounting principles generally accepted in the United States of America and have been consistently applied in the preparation of the financial statements.

The accompanying financial statements have been prepared in accordance with accounting principles generally accepted in the United States of America. The financial statements are presented in accordance with Financial Accounting Standards Board (FASB) Accounting Standards Codification (ASC) 958 dated August 2016, and the provisions of the American Institute of Certified Public Accountants (AICPA) *Audit and Accounting Guide for Not-for-Profit Organizations* (the Guide).

Contributions and Restricted Net Assets

Unconditional contributions are recognized when received and recorded as net assets without donor restrictions or with donor restrictions, depending on the existence and/or nature of the donor-imposed restrictions. Conditional promises to give are recognized when the conditions on which they depend are substantially met. Gifts of cash and other assets are reported with donor restricted support if they are received with donor stipulations that limit the use of the donated assets. When a restriction expires, that is, when a stipulated time restriction ends or a purpose restriction is accomplished, net assets with donor restrictions are reclassified to net assets without donor restrictions and reported in the statement of activities as net assets released from restrictions. Donor-restricted contributions whose restrictions are met in the same reporting period are reported as net assets without donor restriction support. Donations of property and equipment are recorded as support at their estimated fair value at the date of donation. Contributions restricted for the acquisition of land, buildings, and equipment are reported as assets without donor restriction upon acquisition of the assets and the assets are placed in service.

The Organization historically does not receive contributions from donors. Primarily all of its funding is through grants, which must be expended on specified programs or activities. Cost reimbursement grants are recorded as revenue when the related expenses have been incurred. Other grants are recorded as support and revenue when earned. As of June 30, 2024 and June 30, 2023, all net assets of the Organization were without donor-imposed restrictions.

WorkNet Pinellas, Inc.

Notes to Financial Statements

1. Nature of Operations and Significant Accounting Policies (continued)

Fair Value Measurements

The Organization applies the provisions of Financial Accounting Standards Boards (FASB) Accounting Standards Codification (ASC) 820, Fair Value Measurements and Disclosures, for fair value measurements of financial assets and liabilities that are recognized at fair value in the financial statements on a recurring basis. Topic 820 defines fair value as the price that would be received to sell an asset or would be paid to transfer a liability in an orderly transaction between market participants at the measurement date. Topic 820 established a three-tier hierarchy to maximize the use of observable market data and minimize the use of unobservable inputs, and to establish classification of fair value measurements for disclosure purposes. Inputs refer broadly to the assumptions that market participants would use in pricing the asset or liability, including assumption about risk. Inputs may be observable or unobservable. Observable inputs are inputs that reflect the assumptions market participants would use in pricing the asset or liability developed based on market data obtained from sources independent of the reporting entity's own assumptions about the assumptions market participants would use in pricing the asset or liability developed based on the best information available.

At June 30, 2024 and and 2023, the Organization had no assets or liabilities subject to disclosure of fair value measurements related to the valuation levels hierarchy provided in FASB Statement No. 157.

Measure of Operations

The statements of activities reports all changes in net assets, including changes in net assets from operating and nonoperating activities. Operating activities consist of those items attributable to the Organization's ongoing activities. Non-operating activities are limited to resources that generate return from investments, endowment contributions, financing costs, and other activities considered to be of a more unusual or nonrecurring nature. There were no non-operating activities for the years ended June 30, 2024 and 2023.

Cash and Cash Equivalents

Cash consists of amounts on hand and amounts in demand deposits with financial institutions. Deposits with financial institutions are insured by the Federal Deposit Insurance Corporation (FDIC) up to \$250,000 per depositor, per FDIC-insured financial institution. Bank deposits at times may exceed federally insured limits. The Organization has not experienced any losses in such accounts.

For purposes of the statements of cash flows, the Organization considers all highly liquid debt instruments purchased with a maturity of three months or less to be cash.

Cash designated to fund accrued paid time off is classified as restricted cash in the accompanying statements of financial position.

WorkNet Pinellas, Inc.

Notes to Financial Statements

1. Nature of Operations and Significant Accounting Policies (continued)

Accounts Receivable

Accounts receivable represents amounts due from employer services agreement, service provider contract, insurance reimbursements, refunds and other miscellaneous customers. Based on historical collections, management believes all receivables are fully collectible.

Property and Equipment

Property and equipment are recorded at cost, if purchased, or at estimated fair value at date of receipt if acquired by gift. Depreciation is recognized over the estimated useful lives of the assets of 3 to 7 years for equipment and vehicles; 5 years for leasehold improvements, and 15 years for building improvements using the straight-line method. All expenditures of property and equipment less than \$5,000 are expensed when purchased.

In the event of disposal of property and equipment acquired through expenditures of federal funds, the Organization may be required to return the property and equipment to the funding source or obtain its approval prior to disposal of the property and equipment. Additionally, the proceeds from any disposal of property and equipment may be required to be refunded to the respective funding source.

Accrued Leave

The Organization's employees are entitled to personal time off (PTO) which combines time off for personal, vacation, and sick leave. PTO is based on length of employment and other factors. PTO is accrued when earned. At June 30, 2024 and 2023, PTO of \$198,813 and \$201,925, respectively, is included as a component of accounts payable and accrued liabilities in the statements of financial position.

Retirement Plan

The provision for retirement plan costs is recorded on an annual basis. Retirement plan costs are funded as they accrue.

Notes to Financial Statements

1. Nature of Operations and Significant Accounting Policies (continued)

Leases

The Organization leases office space and equipment. The Organization determines if an arrangement is a lease at inception, which is the date on which the terms of the contract are agreed to and the agreement creates enforceable rights and obligations. A contract is or contains a lease when (i) explicitly or implicitly identified assets have been deployed in the contract and (ii) the Organization obtains substantially all of the economic benefits from the use of that underlying asset and directs how and for what purpose the asset is used during the term of the contract. The Organization also considers whether its service arrangements include the right to control the use of an asset. Operating leases are included in operating lease right-of-use (ROU) assets, other current liabilities, and operating lease liabilities on the statements of financial position.

ROU assets represent the Organization's right to use an underlying asset for the lease term and lease liabilities represent the Organization's obligation to make lease payments arising from the lease. Operating lease ROU assets and liabilities are recognized at commencement date based on the present value of lease payments over the lease term. As most of the Organization's leases do not provide an implicit rate, it uses a risk-free rate based on the information available at commencement date in determining the present value of lease payments. The operating lease ROU asset also includes any lease payments made and excludes lease incentives. The Organization's lease terms may include options to extend or terminate the lease when it is reasonably certain that it will exercise that option. Lease expense for lease payments is recognized on a straight-line basis over the lease term.

Future lease payments may include fixed rent escalation clauses or payments that depend on an index (such as the consumer price index), which is initially measured using the index or rate at lease commencement. Subsequent changes of an index and other periodic market-rate adjustments to base rent are recorded in variable lease expense in the period incurred. Residual value guarantees or payments for terminating the lease are included in the lease payments only when it is probable they will be incurred. The variable lease cost recognized and disclosed for those leases in 2024 is \$146,567.

The Organization's lease agreements do not contain any material residual value guarantees or material restrictive covenants.

WorkNet Pinellas, Inc.

Notes to Financial Statements

1. Nature of Operations and Significant Accounting Policies (continued)

Income Taxes

The Organization is a not-for-profit corporation under the laws of the state of Florida and is exempt from federal income taxes under Section 501(c)(3) of the Internal Revenue Code. The Internal Revenue Code provides for taxation of unrelated business income under certain circumstances. The Organization believes that it has no liability for taxes with respect to unrelated business income. However, such status is subject to final determination upon examination of the related income tax returns by the appropriate taxing authorities. As required by Internal Revenue Service regulations, the Organization annually files a Form 990, Return of Organization Exempt from Income Tax, with the Internal Revenue Service. With few exceptions, the Organization is no longer subject to examinations by major tax jurisdictions for years ended June 30, 2020, and prior.

The Organization follows Accounting Standards Codification Topic 740, *Income Taxes* (ASC 740). A component of this standard prescribes a recognition and measurement of tax positions taken or expected to be taken in a tax return. For those benefits to be recognized, a tax position must be more-likely-than not to be sustained upon examination by taxing authorities. The Organization's policy is to recognize interest and penalties associated with tax positions under this standard as a component of tax expense, and none were recognized since there was no material impact of the application of this standard for the year ended June 30, 2024.

Revenue Recognition

Revenues and the related expenses of cost-reimbursement grant programs are recognized as allowable costs incurred (when the performance obligation has been met). Federal grant advances are classified as unearned revenue until expended for the intended purpose. Grants receivable relates to support earned but not yet received from federal sources.

Use of Estimates

The preparation of financial statements in conformity with accounting principles generally accepted in the United States of America requires management to make estimates and assumptions that affect the reported amounts of assets and liabilities and disclosure of contingent assets and liabilities at the date of the financial statements and the reported amounts of revenues and expenses during the reporting period. Accordingly, actual results could differ from those estimates.

WorkNet Pinellas, Inc.

Notes to Financial Statements

1. Nature of Operations and Significant Accounting Policies (continued)

Functional Allocation of Expenses

The cost of providing the Organization's various programs and other supporting services have been summarized on a functional basis in the statement of activities. Direct expenses are charged directly to the related program. Certain costs which are directly shared have been allocated to programs based upon the relative benefits received. Expenses that are not directly identifiable with a specific program are allocated as indirect costs to benefiting programs based upon the rate approved by the U.S. Department of Labor. When it is impractical to directly allocate expenses, costs may be charged to a cost pool and then distributed to the ultimate benefitting cost center through the application of an appropriate allocation method. Employees document their work activities through personnel activity reports. The data is compiled each pay period and is used in allocating costs by full-time employees. This data is also used in allocating costs for all cost pools.

Subsequent Events

The Organization has evaluated subsequent events through December 11, 2024, the date the financial statements were available to be issued. During the period from June 30, 2024 to December 11, 2024, the Organization merged with another local workforce board to form a new entity, CareerSource Hillsborough Pinellas. See details regarding the merger in Note 12. Other than this event, there were no other material recognizable subsequent events.

2. Available Resources and Liquidity

The Organization manages its liquid assets in accordance with regular budgeting processes developed through the coordinated efforts of management and the Board of Directors. Reporting by management to those charged with governance ensures the results from operating activities are monitored closely.

The table below presents financial assets available for general expenditures within one year:

	June 30,	
	<u>2024</u>	<u>2023</u>
Cash and cash equivalents	\$ 916,425	\$ 1,409,179
Accounts receivable	10,155	46,388
Grants receivable	<u>341,748</u>	<u>359,982</u>
Financial assets available to meet general expenditures within one year	\$ <u>1,268,328</u>	\$ <u>1,815,549</u>

WorkNet Pinellas, Inc.

Notes to Financial Statements

3. Grants Receivable

Grants receivable is comprised of the following:

	June 30,	
	<u>2024</u>	<u>2023</u>
Federal awards:		
U.S. Department of Health and Human Services:		
Temporary Assistance to Needy Families	\$ 215,645	\$ 65,005
U.S. Department of Agriculture:		
Supplemental Nutrition Assistance Program	41,580	9,772
U.S. Department of Labor:		
Wagner Peyser	-	138,429
Disabled Veterans Outreach Program	-	912
Workforce Innovation and Opportunity Act (WIOA)		
WIOA Adult	82,152	45,906
WIOA Youth	2,355	11,504
WIOA Dislocated Worker	-	37,078
Recovery Navigator Project	-	16,320
Reemployment Services and Eligibility Assessment	-	35,056
Hope Florida Navigator 2023	16	-
	<u>\$ 341,748</u>	<u>\$ 359,982</u>

4. Property and Equipment

Property and equipment consists of the following:

	June 30,	
	<u>2024</u>	<u>2023</u>
Equipment	\$ 130,698	\$ 130,698
Leasehold improvements	67,859	67,859
Total depreciable property and equipment	198,557	198,557
Less: accumulated depreciation	198,557	198,557
Total property and equipment, net	<u>\$ -</u>	<u>\$ -</u>

Depreciation expense was \$0 and \$8,854 for 2024 and 2023, respectively.

WorkNet Pinellas, Inc.

Notes to Financial Statements

5. Unearned Grant Revenue

Unearned grant revenue is comprised of the following grant awards:

	June 30,	
	2024	2023
Federal Awards:		
U.S. Department of Labor		
Wagner Peyser	\$ 20,240	\$ -
Disabled Veterans Outreach Program	1,314	-
WIOA Dislocated Worker	1,462	-
Local Veterans Employment Representative	1,275	105
Rapid Response	2,218	-
Trade Adjustment Assistance	986	1,197
Reemployment Services Eligibility Assessment	32,979	-
Board Consolidation and Realignment	12,599	-
Hurricane Idalia Emergency Dislocated Worker Grant	7,552	-
	<u>\$ 80,625</u>	<u>\$ 1,302</u>

The following table provides significant changes in unearned revenue:

	June 30,	
	2024	2023
Unearned revenue, beginning of year	\$ 1,302	\$ 137,014
Net grant expense (revenue) recognized	79,323	(135,712)
Unearned revenue, end of year	<u>\$ 80,625</u>	<u>\$ 1,302</u>

6. Leases

The Organization leases facilities (workforce program offices and administrative office) and equipment (copiers and other office equipment) under cancelable and non-cancelable lease agreements. Pursuant to the original lease documents, the terms of the cancelable lease shall remain ongoing until cancelled by either party. The lessor or lessee shall have the right to terminate for any reason, without penalty, with one hundred eighty (180) days written notice.

Operating lease cost is recognized on a straight-line basis over the lease term. The components of lease expense are as follows for the year ended June 30, 2024:

Facility lease cost	\$ 124,031
Equipment lease cost	<u>22,536</u>
Total lease cost	<u>\$ 146,567</u>

WorkNet Pinellas, Inc.

Notes to Financial Statements

6. Leases (continued)

Supplemental balance sheet information related to leases is as follows as of June 30, 2024::

Operating leases:	
Operating lease right-of-use assets	\$ <u>273,751</u>
Operating lease liabilities, current	\$ 139,840
Operating lease liabilities, non-current	<u>142,296</u>
Total operating lease liabilities	\$ <u>282,136</u>
Weighted-average remaining lease term:	
Operating leases	5 years
Weighted-average discount rate:	
Operating leases	3%

There will be no future undiscounted cash flows due to the merger with CareerSource Tampa Bay effective June 30, 2024. The newly formed entity, CareerSource Hillsborough Pinellas will be responsible for all lease assets and liabilities going forward.

7. Employee Benefit Plan

Retirement Plan

The Organization provides a 401(k) Plan (the Plan). The Plan may provide two types of employer contributions, a non-elective contribution (NEC) and a matching contribution to eligible participants. The NEC is provided to all eligible employees regardless if the employee contributes to the Plan and equals 5% of the employee's eligible earnings. The matching contribution is only provided to those employees who elect to contribute to the Plan. During 2024 and 2023, the Organization elected to provide the NEC but not the matching contributions. Employer contributions were \$201,891 and \$151,677 for the years ended June 30, 2024 and 2023, respectively.

Benefit Stipend

The Organization provides regular full-time employees with a benefit stipend that allows employees to purchase approved company offered health and welfare benefits of their choice. For the year ended June 30, 2024, the Board approved a stipend of \$12,580 per person. The stipend totaled approximately \$760,047 and \$671,462 for the years ended June 30, 2024 and 2023, respectively.

WorkNet Pinellas, Inc.

Notes to Financial Statements

8. Reconciliation of Schedule of Expenditures of Federal Awards Programs and the Statement of Activities to SERA

As required, the Organization regularly reconciles its financial records to the Subrecipient Enterprise Resource Application (SERA) which is maintained by the Florida Department of Economic Opportunity. As of June 30, 2024, no discrepancies were noted. Amounts expended on the Schedule of Expenditures of Federal Awards and revenues and expenses on the statement of activities were determined in accordance with the accrual basis of accounting.

	<u>2024</u>	<u>2023</u>
Total federal expenditures/grant revenue	\$ <u>9,078,823</u>	\$ <u>9,221,292</u>
Total federal expenditures/grant revenue reported in SERA	\$ <u>9,078,823</u>	\$ <u>9,221,292</u>

9. Grants

Costs charged to federal programs under cost-reimbursement grants are subject to government regulatory audits. Therefore, all such costs are subject to adjustment. Management believes that adjustments, if any, would not have a significant effect on the financial statements. The Organization receives a substantial amount of its support from federal agencies through various grants. Any significant reduction in the level of this support could have an effect on the Organization's programs.

10. Prior Year Questioned Costs

On May 15, 2019, the U.S. Department of Labor, Employment and Training Administration (ETA) issued its report on the "Compliance Review of CareerSource Tampa Bay and CareerSource Pinellas". In this report, the ETA documented seventeen findings regarding grant administration of Department of Labor Funds by the Florida Department of Economic Opportunity, CareerSource Tampa Bay and the Organization during the period July 1, 2013 through June 30, 2018. Included in these findings were questioned costs of \$9,753,924 in WIOA funded on the job training payments, \$5,449,113 in supportive services cards issued to WIOA participants, \$2,031,866 in Business Service Staff incentives and \$408,487 in salary related payments. Of this total of \$17,643,410, approximately \$5,557,469 related to funds administered by the Organization.

The Florida Department of Commerce (formerly the Florida Department of Economic Opportunity), the direct recipient of the U.S. Department of Labor funds, in cooperation with the two CareerSource agencies formally responded to the findings on June 30, 2019 and subsequently requested technical assistance from ETA to fully address and resolve the findings. The Organization identified approximately \$2.55 million in unrestricted funds that could be utilized to repay any final disallowed costs. Of the \$2.55 million, the Department of Labor determined the Organization owed \$1,862,990 to be repaid to the Department of Labor. The Organization repaid the full amount in April 12, 2022 and recovered \$402,190 through its business insurance carrier which is included in other revenue on the statement of activities and changes in net assets.

WorkNet Pinellas, Inc.

Notes to Financial Statements

11. Related Party Transactions

In accordance with applicable regulations, the Organization's Board of Directors includes representatives of private and public sector industries. During the years ended June 30, 2024 and 2023, the Organization entered into contracts with certain private and public sector industries, with which board members are associated for the lease of premises and purpose of providing services to participants. Total payments for rent and providing services to participants during the years ended June 30, 2024 and 2023, were approximately \$572,000 and \$675,000, respectively, and accounts receivable at June 30, 2024 and 2023, were approximately \$16,000 and \$4,000, respectively.

12. Consolidation of CareerSource Pinellas and CareerSource Tampa Bay

The Florida Workforce System Transformation Plan streamlines and modernizes the state's workforce system, enhancing alignment and accountability, serving job seekers and businesses more effectively, and improving outcomes for Floridians. Empowered by the state's Reimagining Education and Career Help (REACH) Act, the plan is focused around three pillars: Alignment and Consolidation, System-wide Improvements and Regional Planning. A reduction in the number of local workforce development boards was required by the REACH Act to minimize duplication, improve consistency and maximize resources to enhance outcomes for businesses and individuals, emphasizing a customer-focused approach. In May 2023, the Governor affirmed the recommendation provided by the CareerSource Florida Board of Directors to realign and consolidate 10 local workforce development areas as outlined in the Florida Workforce System Transformation Plan. These changes will affect 27 counties. Actions include the consolidation of CareerSource Pinellas and CareerSource Tampa Bay. As of July 1, 2024, CareerSource Pinellas (the Organization) and CareerSource Tampa Bay merged and is now CareerSource Hillsborough Pinellas.

During June of 2024, in preparation for the merger, the Organization contributed \$1,000,000 of unrestricted net assets to Pinellas County to support workforce services. This transaction was completed in order to ensure that funding raised to support Pinellas County would stay in the county and is included in employment services programs expenses on the statement of activities and changes in net assets.

Other Reports and Required Supplementary Information

**Report of Independent Auditors on Internal Control Over Financial Reporting and
on Compliance and Other Matters Based on an Audit of Financial Statements
Performed in Accordance with *Government Auditing Standards***

Board of Directors
CareerSource Hillsborough Pinellas

We have audited, in accordance with the auditing standards generally accepted in the United States of America and the standards applicable to financial audits contained in *Government Auditing Standards* issued by the Comptroller General of the United States, the financial statements of WorkNet Pinellas, Inc. (the Organization) which comprise the statement of financial position as of June 30, 2024, and the related statements of activities and cash flows for the year then ended, and the related notes to the financial statements, and have issued our report thereon dated June 30, 2024.

Internal Control Over Financial Reporting

In planning and performing our audit of the financial statements, we considered the Organization's internal control over financial reporting (internal control) to determine the audit procedures that are appropriate in the circumstances for the purpose of expressing our opinion on the financial statements, but not for the purpose of expressing an opinion on the effectiveness of the Organization's internal control. Accordingly, we do not express an opinion on the effectiveness of the Organization's internal control.

A deficiency in internal control exists when the design or operation of a control does not allow management or employees, in the normal course of performing their assigned functions, to prevent or detect and correct misstatements on a timely basis. A material weakness is a deficiency, or a combination of deficiencies, in internal control such that there is a reasonable possibility that a material misstatement of the entity's financial statements will not be prevented or detected and corrected on a timely basis. A significant deficiency is a deficiency, or a combination of deficiencies, in internal control that is less severe than a material weakness, yet important enough to merit attention by those charged with governance.

Our consideration of internal control was for the limited purpose described in the first paragraph of this section and was not designed to identify all deficiencies in internal control that might be material weaknesses or significant deficiencies. Given these limitations, during our audit we did not identify any deficiencies in internal control that we consider to be material weaknesses. However, material weaknesses may exist that have not been identified.

Page Two

Compliance and Other Matters

As part of obtaining reasonable assurance about whether the Organization's financial statements are free from material misstatement, we performed tests of its compliance with certain provisions of laws, regulations, contracts, and grant agreements, noncompliance with which could have a direct and material effect on the determination of financial statement amounts. However, providing an opinion on compliance with those provisions was not an objective of our audit, and accordingly, we do not express such an opinion. The results of our tests disclosed no instances of noncompliance or other matters that are required to be reported under *Government Auditing Standards*.

Purpose of this Report

The purpose of this report is solely to describe the scope of our testing of internal control and compliance and the results of that testing, and not to provide an opinion on the effectiveness of the entity's internal control or on compliance. This report is an integral part of an audit performed in accordance with *Government Auditing Standards* in considering the entity's internal control and compliance. Accordingly, this communication is not suitable for any other purpose.

Thomas Howell Ferguson P.A.

Tampa, Florida
December 11, 2024

Report of Independent Auditors on Compliance for the Major Federal Program and
on Internal Control Over Compliance Required by the Uniform Guidance

Board of Directors
CareerSource Hillsborough Pinellas

Report on Compliance for the Major Federal Program

Opinion on the Major Federal Program

We have audited WorkNet Pinellas, Inc.'s (the Organization) compliance with the types of compliance requirements identified as subject to audit in the OMB *Compliance Supplement* that could have a direct and material effect on the Organization's major federal program for the year ended June 30, 2024. The Organization's major federal program is identified in the summary of auditor's results section of the accompanying schedule of findings and questioned costs.

In our opinion, the Organization complied, in all material respects, with the compliance requirements referred to above that could have a direct and material effect on its major federal program for the year ended June 30, 2024.

Basis for Opinion on the Major Federal Program

We conducted our audit of compliance in accordance with auditing standards generally accepted in the United States of America (GAAS); the standards applicable to financial audits contained in *Government Auditing Standards* issued by the Comptroller General of the United States (*Government Auditing Standards*); and the audit requirements of Title 2 U.S. *Code of Federal Regulations* Part 200, *Uniform Administrative Requirements, Cost Principles, and Audit Requirements for Federal Awards* (Uniform Guidance). Our responsibilities under those standards and the Uniform Guidance are further described in the Auditor's Responsibilities for the Audit of Compliance section of our report.

We are required to be independent of the Organization and to meet our other ethical responsibilities, in accordance with relevant ethical requirements relating to our audit. We believe that the audit evidence we have obtained is sufficient and appropriate to provide a basis for our opinion on compliance for the major federal program. Our audit does not provide a legal determination of the Organization's compliance with the compliance requirements referred to above.

Responsibilities of Management for Compliance

Management is responsible for compliance with the requirements referred to above and for the design, implementation, and maintenance of effective internal control over compliance with the requirements of laws, statutes, regulations, rules and provisions of contracts or grant agreements applicable to the Organization's federal program.

Auditor's Responsibilities for the Audit of Compliance

Our objectives are to obtain reasonable assurance about whether material noncompliance with the compliance requirements referred to above occurred, whether due to fraud or error, and express an opinion on the Organization's compliance based on our audit. Reasonable assurance is a high level of assurance but is not absolute assurance and therefore is not a guarantee that an audit conducted in accordance with GAAS, *Government Auditing Standards*, and the Uniform Guidance will always detect material noncompliance when it exists. The risk of not detecting material noncompliance resulting from fraud is higher than for that resulting from error, as fraud may involve collusion, forgery, intentional omissions, misrepresentations, or the override of internal control. Noncompliance with the compliance requirements referred to above is considered material, if there is a substantial likelihood that, individually or in the aggregate, it would influence the judgment made by a reasonable user of the report on compliance about the Organization's compliance with the requirements of the major federal program as a whole.

In performing an audit in accordance with GAAS, *Government Auditing Standards*, and the Uniform Guidance, we:

- exercise professional judgment and maintain professional skepticism throughout the audit.
- identify and assess the risks of material noncompliance, whether due to fraud or error, and design and perform audit procedures responsive to those risks. Such procedures include examining, on a test basis, evidence regarding the Organization's compliance with the compliance requirements referred to above and performing such other procedures as we considered necessary in the circumstances.
- obtain an understanding of the Organization's internal control over compliance relevant to the audit in order to design audit procedures that are appropriate in the circumstances and to test and report on internal control over compliance in accordance with the Uniform Guidance, but not for the purpose of expressing an opinion on the effectiveness of the Organization's internal control over compliance. Accordingly, no such opinion is expressed.

Page Three

We are required to communicate with those charged with governance regarding, among other matters, the planned scope and timing of the audit and any significant deficiencies and material weaknesses in internal control over compliance that we identified during the audit.

Report on Internal Control Over Compliance

A deficiency in internal control over compliance exists when the design or operation of a control over compliance does not allow management or employees, in the normal course of performing their assigned functions, to prevent, or detect and correct, noncompliance with a type of compliance requirement of a federal program on a timely basis. *A material weakness in internal control over compliance* is a deficiency, or a combination of deficiencies, in internal control over compliance, such that there is a reasonable possibility that material noncompliance with a type of compliance requirement of a federal program will not be prevented, or detected and corrected, on a timely basis. *A significant deficiency in internal control over compliance* is a deficiency, or a combination of deficiencies, in internal control over compliance with a type of compliance requirement of a federal program that is less severe than a material weakness in internal control over compliance, yet important enough to merit attention by those charged with governance.

Our consideration of internal control over compliance was for the limited purpose described in the Auditor's Responsibilities for the Audit of Compliance section above and was not designed to identify all deficiencies in internal control over compliance that might be material weaknesses or significant deficiencies in internal control over compliance. Given these limitations, during our audit we did not identify any deficiencies in internal control over compliance that we consider to be material weaknesses, as defined above. However, material weaknesses or significant deficiencies in internal control over compliance may exist that were not identified.

Our audit was not designed for the purpose of expressing an opinion on the effectiveness of internal control over compliance. Accordingly, no such opinion is expressed.

The purpose of this report on internal control over compliance is solely to describe the scope of our testing of internal control over compliance and the results of that testing based on the requirements of the Uniform Guidance. Accordingly, this report is not suitable for any other purpose.

Thomas Howell Ferguson P.A.

Tampa, Florida
December 11, 2024

WorkNet Pinellas, Inc.

Schedule of Expenditures of Federal Awards

Year ended June 30, 2024

Federal / State Agency, Pass Through entity, Federal Program	CFDA No.	Pass-Through Entity Award Number, Contract/Grant No.	Expenditures	Transfers to subrecipients
FEDERAL AWARDS				
U.S. Department of Health and Human Services				
Passed through State of Florida, Department of Economic Opportunity:				
Temporary Assistance for Needy Families	93.558	WTS23, WTS24	\$ 1,879,152	\$ 4,752
Total U.S. Department of Health and Human Services			<u>1,879,152</u>	<u>4,752</u>
U.S. Department of Labor				
Passed through State of Florida, Department of Economic Opportunity:				
Employment Service Cluster				
Wagner Peyser	17.207	WPA23, WPA24	924,742	36,576
Disabled Veterans Outreach Program	17.801	DVP23, DVP24	102,275	4,014
Local Veterans Employment Representative Program	17.801	LVR23, LVR24	25,130	1,071
Subtotal Employment Service Cluster			<u>1,052,147</u>	<u>41,661</u>
Workforce Innovation and Opportunity Act (WIOA) Cluster				
WIOA - Adult	17.258	WIA23, WIA24	1,309,395	-
WIOA - Youth	17.259	WIY23, WIY24	1,750,277	509,610
WIOA - Dislocated Worker	17.278	WID 23, WID 24	2,086,760	88
WIOA - Hurricane Idalia - FL Disaster 2023	17.277	WNI24	9,198	83
Subtotal WIOA Cluster			<u>5,155,630</u>	<u>509,781</u>
Reemployment Services and Eligibility Assessment	17.225	UCR22, UCR23	581,940	-
Trade Adjustment Assistance	17.245	TAT21, TAT22, TAC21, TAC22	13,958	-
Subtotal Department of Labor Passed through Department of Economic Opportunity			<u>6,803,675</u>	<u>551,442</u>
Total U.S. Department of Labor			<u>6,803,675</u>	<u>551,442</u>
U.S. Department of Agriculture				
Passed through State of Florida, Department of Economic Opportunity:				
Supplemental Nutrition Assistance Program	10.561	FSH23, FSH24	395,996	1,222
Total U.S. Department of Agriculture			<u>395,996</u>	<u>1,222</u>
Total expenditures of Federal Awards			<u>\$ 9,078,823</u>	<u>\$ 557,416</u>

Note 1 - This Schedule of Expenditures of Federal Awards (the Schedule) includes the Federal awards of WorkNet Pinellas, Inc. (the Organization) under programs of the federal government for the year ended June 30, 2024. The information in this Schedule is presented in accordance with the requirements of Title 2 U.S. *Code of Federal Regulations* Part 200, *Uniform Administrative Requirements, Cost Principles, and Audit Requirements for Federal Awards* (Uniform Guidance). Because this schedule presents only a selected portion of the operations of the Organization, it is not intended to and does not present the financial position, changes in net assets, or cash flows of the Organization.

Note 2 - Expenditures reported on this Schedule are reported on the accrual basis of accounting. Such expenditures are recognized following the cost principles contained in the Uniform Guidance, wherein certain types of expenditures are not allowable or are limited as to reimbursement.

Note 3 - The Organization has elected not to use the 10-percent de minimis indirect cost rate allowed under the Uniform Guidance.

See report of independent auditors.

WorkNet Pinellas, Inc.

Schedule of Findings and Questioned Costs

Year ended June 30, 2024

Section I -- Summary of Auditor's Results

Financial Statements

Type of auditor's report issued:	Unmodified
Internal control over financial reporting:	
Material weakness(es) identified?	No
Significant deficiency(ies) identified?	No
Noncompliance material to financial statements noted?	No

Federal Awards

Type of auditor's report issued on compliance for major federal programs?	Unmodified
Internal control over major federal programs:	
Material weakness(es) identified?	No
Significant deficiency(ies) identified not considered to be material weaknesses?	No
Any audit findings disclosed that are required to be reported in accordance with Title 2 U.S. Code of Federal Regulations (CFR) Part 200, Uniform Administrative Requirements, Cost Principles, and Audit Requirements for Federal Awards (Uniform Guidance)?	
	No
Identification of major programs:	
<u>CFDA Number</u>	<u>Name of Federal Program</u>
17.258, 17.259, 17.278	Workforce Innovation and Opportunity Act (WIOA) Cluster
Dollar threshold used to distinguish between Type A and Type B programs:	\$750,000
Auditee qualified as low risk auditee?	Yes

Section II -- Financial Statement Findings

We noted no matters involving internal control over financial reporting and its operation that we considered to be material weaknesses, significant deficiencies and/or control deficiencies required to be reported in accordance with *Government Auditing Standards*.

Section III -- Federal Award Findings and Questioned Costs

This section identifies audit findings required to be reported by the 2 CFR 200.516(a) (for example, significant deficiencies, material weaknesses, and material instances of noncompliance, including questioned costs), as well as any abuse findings involving federal awards that are material to a major program. We noted no such matters required to be reported in accordance with the provisions outlined above.

See report of independent auditors.



Action Item

Tampa Bay Workforce Alliance, Inc. Required Communication and Acceptance of Annual Financial Statement Audit For the Fiscal Year Ended June 30, 2024

Background

Per Amended and Restated By-Laws of Tampa Bay Workforce Alliance, Inc. d/b/a CareerSource Hillsborough Pinellas ("By-Laws"), the Audit Committee's responsibilities include but are not limited to: "Reviewing and recommending for Board acceptance of the annual financial audit and 401(k) plan audit." [By-Laws, Article VII, Section 7.4(G)]

Information

The audit firm James Moore & Co., P.L. ("James Moore") has completed the annual financial statement audit of Tampa Bay Workforce Alliance, Inc. for the fiscal year ended June 30, 2024.

At the conclusion of the audit, the Auditor is required to communicate to those charged with governance matters that those individuals should be aware of (ie., scope of audit procedures performed, significant findings, and other information, such as disagreements with management, audit adjustments and significant estimates) that aren't communicated in the audited financial statements.

Enclosed is a copy of the required communication (SAS 114) and audit report. A representative from James Moore will present the results to the Finance/Audit Committee.

Recommendation

Acceptance of the Tampa Bay Workforce Alliance, Inc. Annual Financial Statement Audit for the fiscal year ended June 30, 2024.

January 16, 2025

Board of Directors,
Tampa Bay Workforce Alliance, Inc.

We have audited the financial statements of Tampa Bay Workforce Alliance, Inc. (“the Organization”) as of and for the year ended June 30, 2024, and have issued our report thereon dated January 16, 2025. Professional standards require that we advise you of the following matters relating to our audit.

Our Responsibility in Relation to the Financial Statement Audit

As communicated in our engagement letter dated June 18, 2024, our responsibility, as described by professional standards, is to form and express opinions about whether the financial statements that have been prepared by management with your oversight are presented fairly, in all material respects, in accordance with accounting principles generally accepted in the United States of America. Our audit of the financial statements does not relieve you or management of your respective responsibilities.

Our responsibility, as prescribed by professional standards, is to plan and perform our audit to obtain reasonable, rather than absolute, assurance about whether the financial statements are free of material misstatement. An audit of financial statements includes consideration of the system of internal control over financial reporting as a basis for designing audit procedures that are appropriate in the circumstances, but not for the purpose of expressing an opinion on the effectiveness of the entity’s internal control over financial reporting. Accordingly, as part of our audit, we considered the system of internal control of the Organization solely for the purpose of determining our audit procedures and not to provide any assurance concerning such internal control.

We are also responsible for communicating significant matters related to the audit that are, in our professional judgment, relevant to your responsibilities in overseeing the financial reporting process. However, we are not required to design procedures for the purpose of identifying other matters to communicate to you.

Planned Scope and Timing of the Audit

We conducted our audit consistent with the planned scope and timing we previously communicated to you.

Compliance with All Ethics Requirements Regarding Independence

The engagement team, others in our firm, as appropriate, and our firm have complied with all relevant ethical requirements regarding independence.

In order to eliminate threats to independence related to non-attest services that we provide you, we have instituted a quality control review over all non-attest work. Also, in the engagement letter, we identified a person within your organization with the skills, knowledge, and expertise to review our non-attest work on your behalf.

Significant Risks Identified

Professional standards require that we, as auditors, consider significant risks that impact the audit based upon the nature of the organization and design our audit procedures to adequately address those risks. As part of the audit process, we considered the following significant risks:

- Management override of internal controls is a significant risk due to its potential to impact all financial statement accounts and disclosures and facilitate fraud. Our responses to the significant risk included incorporating an element of unpredictability in designing audit procedures, obtaining an understanding of the process and related controls over journal entries and other adjustments, testing journal entries and other adjustments, reviewing significant accounting estimates for evidence of management bias, and obtaining an understanding of management's rationale for any significant and unusual transactions.
- Improper revenue recognition is a significant risk due to the susceptibility of contribution revenue being misstated due to fraud or not properly recognizing restrictions on revenue and support. Our responses to the significant risk included substantive testing and examination of support for selected transactions as well as performing an analytical review of revenue balances at year end.
- Use of restricted resources is a significant risk due to the potential to use restricted resources for unallowed purposes. Restricted contributions must only be used to fulfill their restricted purpose. Our response to the significant risk included reviewing revenue sources for restrictions and for any such restrictions we performed substantive procedures to test the use of those restricted revenue sources.

Our audit was designed to adequately address the above risks and no issues were noted that impacted our ability to render an opinion on the financial statements.

Qualitative Aspects of the Entity's Significant Accounting Practices

Significant Accounting Policies

Management has the responsibility to select and use appropriate accounting policies. A summary of the significant accounting policies adopted by the Organization is included in Note 2 to the financial statements. There have been no initial selection of accounting policies and no changes in significant accounting policies or their application during 2024. No matters have come to our attention that would require us, under professional standards, to inform you about (1) the methods used to account for significant unusual transactions and (2) the effect of significant accounting policies in controversial or emerging areas for which there is a lack of authoritative guidance or consensus.

Significant Accounting Estimates and Related Disclosures

Accounting estimates and related disclosures are an integral part of the financial statements prepared by management and are based on management's current judgments. Those judgments are normally based on knowledge and experience about past and current events and assumptions about future events. Certain accounting estimates are particularly sensitive because of their significance to the financial statements and because of the possibility that future events affecting them may differ markedly from management's current judgments. We identified no sensitive accounting estimates which would have a material effect on the financial statements.

Financial Statement Disclosures

Certain financial statement disclosures involve significant judgment and are particularly sensitive because of their significance to financial statement users. The most sensitive disclosures affecting Tampa Bay Workforce Alliance, Inc.'s financial statements relate to subsequent events, disclosure of leases, significant funding sources, and contingencies in notes 2, 10, 12 and 13, respectively.

Significant Unusual Transactions

For purposes of this communication, professional standards require us to communicate to you significant unusual transactions identified during our audit. We identified no significant unusual transactions as a result of our audit procedures.

Identified or Suspected Fraud

We have not identified or have not obtained information that indicates fraud may have occurred.

Significant Difficulties Encountered during the Audit

We encountered no significant difficulties in dealing with management relating to the performance of the audit.

Uncorrected and Corrected Misstatements

For purposes of this communication, professional standards require us to accumulate all known and likely misstatements identified during the audit, other than those that we believe are trivial, and communicate them to the appropriate level of management. Further, professional standards require us to also communicate the effect of uncorrected misstatements related to prior periods on the relevant classes of transactions, account balances or disclosures, and the financial statements as a whole and each applicable opinion unit. See below for a summary of uncorrected financial statement misstatements whose effects in the current and prior periods, as determined by management, are immaterial, both individually and in the aggregate, to the financial statements taken as a whole. Uncorrected misstatements or matters underlying those uncorrected misstatements could potentially cause future-period financial statements to be materially misstated, even though the uncorrected misstatements are immaterial to the financial statements currently under audit.

- Proposed adjustment to record the effects of FASB ASC 842, which would reduce net assets by approximately \$92,000, increase lease liabilities for operating leases by \$140,000, increase right of use assets by \$38,000 and increase operating lease expense by \$10,000.

In addition, professional standards require us to communicate to you all material, corrected misstatements that were brought to the attention of management as a result of our audit procedures. No such misstatements were noted.

Disagreements with Management

For purposes of this letter, professional standards define a disagreement with management as a matter, whether or not resolved to our satisfaction, concerning a financial accounting, reporting, or auditing matter, which could be significant to the Organization's financial statements or the auditor's report. No such disagreements arose during the course of the audit.

Board of Directors,
Tampa Bay Workforce Alliance, Inc.
January 16, 2025
Page 4

Circumstances that Affect the Form and Content of the Auditor's Report

For purposes of this letter, professional standards require that we communicate any circumstances that affect the form and content of our auditor's report. We identified no circumstances that affect the form and content of the auditor's report as a result of our audit procedures.

Representations Requested from Management

We have requested certain written representations from management, which are included in the management representation letter dated January 16, 2025.

Management's Consultations with Other Accountants

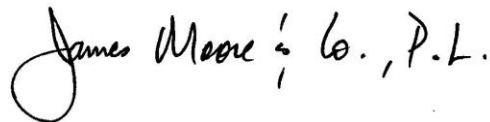
In some cases, management may decide to consult with other accountants about auditing and accounting matters. Management informed us that, and to our knowledge, there were no consultations with other accountants regarding auditing and accounting matters.

Other Significant Matters, Findings, or Issues

In the normal course of our professional association with the Organization, we generally discuss a variety of matters, including the application of accounting principles and auditing standards, significant events or transactions that occurred during the year, operating and regulatory conditions affecting the entity, and operational plans and strategies that may affect the risks of material misstatement. None of the matters discussed resulted in a condition to our retention as the Organization's auditors.

This report is intended solely for the information and use of the Board of Directors and management of the Organization and is not intended to be, and should not be, used by anyone other than these specified parties.

Very truly yours,

A handwritten signature in black ink that reads "James Moore & Co., P.L." The signature is written in a cursive, flowing style.

JAMES MOORE & CO., P.L.

TAMPA BAY WORKFORCE ALLIANCE, INC.
D/B/A CAREERSOURCE TAMPA BAY

Financial Statements, Supplemental Information and Regulatory Reports

June 30, 2024 and 2023

(With Independent Auditors' Report Thereon)

DRAFT

TAMPA BAY WORKFORCE ALLIANCE, INC.

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INDEPENDENT AUDITORS' REPORT

To the Board of Directors,
Tampa Bay Workforce Alliance, Inc.:

Report on the Audit of the Financial Statements

Opinion

We have audited the accompanying financial statements of Tampa Bay Workforce Alliance, Inc., (the Organization), which comprise the statements of financial position as of June 30, 2024 and 2023, and the related statements of activities, functional expenses, and cash flows for the years then ended, and the related notes to the financial statements.

In our opinion, the accompanying financial statements present fairly, in all material respects, the respective financial position of the Organization, as of June 30, 2024 and June 30, 2023, and the respective changes in financial position and, where applicable, cash flows thereof for the years then ended in accordance with accounting principles generally accepted in the United States of America.

Basis for Opinion

We conducted our audits in accordance with auditing standards generally accepted in the United States of America (GAAS) and the standards applicable to financial audits contained in *Government Auditing Standards*, issued by the Comptroller General of the United States. Our responsibilities under those standards are further described in the Auditors' Responsibilities for the Audit of the Financial Statements section of our report. We are required to be independent of the Organization and to meet our other ethical responsibilities, in accordance with the relevant ethical requirements relating to our audit. We believe that the audit evidence we have obtained is sufficient and appropriate to provide a basis for our audit opinions.

Responsibilities of Management for the Financial Statements

Management is responsible for the preparation and fair presentation of the financial statements in accordance with accounting principles generally accepted in the United States of America, and for the design, implementation, and maintenance of internal control relevant to the preparation and fair presentation of financial statements that are free from material misstatement, whether due to fraud or error.

In preparing the financial statements, management is required to evaluate whether there are conditions or events, considered in the aggregate, that raise substantial doubt about the Organization's ability to continue as a going concern for one year after the date that the financial statements are issued.

Auditors' Responsibilities for the Audit of the Financial Statements

Our objectives are to obtain reasonable assurance about whether the financial statements as a whole are free from material misstatement, whether due to fraud or error, and to issue an auditors' report that includes our opinions. Reasonable assurance is a high level of assurance but is not absolute assurance and therefore is not a guarantee that an audit conducted in accordance with GAAS and *Government Auditing Standards* will always detect a material misstatement when it exists. The risk of not detecting a material misstatement resulting from fraud is higher than for one resulting from error, as fraud may involve collusion, forgery, intentional omissions, misrepresentations, or the override of internal control. Misstatements are considered material if there is a substantial likelihood that, individually or in the aggregate, they would influence the judgment made by a reasonable user based on the financial statements.

In performing an audit in accordance with GAAS and *Government Auditing Standards*, we:

- Exercise professional judgment and maintain professional skepticism throughout the audit.
- Identify and assess the risks of material misstatement of the financial statements, whether due to fraud or error, and design and perform audit procedures responsive to those risks. Such procedures include examining, on a test basis, evidence regarding the amounts and disclosures in the financial statements.
- Obtain an understanding of internal control relevant to the audit in order to design audit procedures that are appropriate in the circumstances, but not for the purpose of expressing an opinion on the effectiveness of the Organization's internal control. Accordingly, no such opinion is expressed.
- Evaluate the appropriateness of accounting policies used and the reasonableness of significant accounting estimates made by management, as well as evaluate the overall presentation of the financial statements.
- Conclude whether, in our judgment, there are conditions or events, considered in the aggregate, that raise substantial doubt about the Organization's ability to continue as a going concern for a reasonable period of time.

We are required to communicate with those charged with governance regarding, among other matters, the planned scope and timing of the audit, significant audit findings, and certain internal control-related matters that we identified during the audit.

Supplementary Information

Our audit was conducted for the purpose of forming an opinion on the financial statements as a whole. The accompanying Schedule of Expenditures of Federal Awards is presented for purposes of additional analysis as required by the audit requirements of Title 2 U.S. Code of Federal Regulations (CFR) Part 200, *Uniform Administrative Requirements, Cost Principles, and Audit Requirements for Federal Awards* (Uniform Guidance), and is not a required part of the financial statements. Such information is the responsibility of management and was derived from and relates directly to the underlying accounting and other records used to prepare the financial statements. The information has been subjected to the auditing procedures applied in the audit of the financial statements and certain additional procedures, including comparing and reconciling such information directly to the underlying accounting and other records used to prepare the financial statements or to the financial statements themselves, and other additional procedures in accordance with auditing standards generally accepted in the United States of America. In our opinion, the Schedule of Expenditures of Federal Awards is fairly stated in all material respects in relation to the financial statements as a whole.

Other Reporting Required by Government Auditing Standards

In accordance with *Government Auditing Standards*, we have also issued our report dated January 16, 2025, on our consideration of the Organization's internal control over financial reporting and on our tests of its compliance with certain provisions of laws, regulations, contracts and grant agreements, and other matters. The purpose of that report is to describe the scope of our testing of internal control over financial reporting and compliance and the results of that testing, and not to provide an opinion on the internal control over financial reporting or on compliance. That report is an integral part of an audit performed in accordance with *Government Auditing Standards* in considering the Organization's internal control over financial reporting and compliance.

James Moore & Co., P.L.

Tallahassee, Florida
January 16, 2025

DRAFT

TAMPA BAY WORKFORCE ALLIANCE, INC.

Statements of Financial Position
Year Ended June 30, 2024 and 2023

	<u>2024</u>	<u>2023</u>
Assets		
Current assets:		
Cash and cash equivalents	\$ 1,002,659	\$ 631,915
Board designated - cash	496,059	424,653
Grants receivable	806,498	1,525,012
Accounts receivable	84,026	64,641
Prepaid expenses	614,909	518,006
Total current assets	<u>3,004,151</u>	<u>3,164,227</u>
Noncurrent assets:		
Investment held by others	24,453	22,507
Property and equipment, net	319,235	261,810
Operating lease right-of-use asset, net	1,603,032	1,998,968
Total noncurrent assets	<u>1,946,720</u>	<u>2,283,285</u>
 Total assets	 <u>\$ 4,950,871</u>	 <u>\$ 5,447,512</u>
Liabilities and Net Assets		
Current liabilities:		
Accounts payable	\$ 274,812	\$ 202,587
Customer payable	555,078	572,591
Service provider payable	213,791	531,843
Related party payable	12,852	24,782
Accrued expenses	337,431	345,835
Accrued personal time off	496,059	424,653
Deferred revenue - other	5,150	-
Refundable advances	700,906	635,966
Current portion of operating lease liability	352,754	331,182
Total current liabilities	<u>2,948,833</u>	<u>3,069,439</u>
Long-term operating lease liability, less current portion	1,193,982	1,612,915
Total liabilities	<u>4,142,815</u>	<u>4,682,354</u>
Net assets:		
Without donor restrictions	808,056	765,158
Total net assets	<u>808,056</u>	<u>765,158</u>
 Total liabilities and net assets	 <u>\$ 4,950,871</u>	 <u>\$ 5,447,512</u>

The accompanying notes to the financial statements are an integral part of these statements.

TAMPA BAY WORKFORCE ALLIANCE, INC.

Statements of Activities
Year Ended June 30, 2024 and 2023

	<u>2024</u>	<u>2023</u>
Net assets without donor restrictions		
Grants		
Federal	\$ 17,821,259	\$ 19,545,858
Local	1,158,093	1,065,306
Contribution and sponsorship	1,000	3,000
Other	146,366	137,061
Unrealized gain on investment held by others	<u>1,516</u>	<u>5,332</u>
Total Revenues	<u>19,128,234</u>	<u>20,756,557</u>
Expenses:		
Program services		
Workforce development	17,787,048	19,586,133
Supporting services		
General and administrative	<u>1,298,288</u>	<u>1,370,130</u>
Total Expenses	<u>19,085,336</u>	<u>20,956,263</u>
Changes in net assets without donor restrictions	42,898	(199,706)
Net assets at beginning of year	<u>765,158</u>	<u>964,864</u>
Net assets at end of year	<u>\$ 808,056</u>	<u>\$ 765,158</u>

The accompanying notes to the financial statements are an integral part of these statements.

TAMPA BAY WORKFORCE ALLIANCE, INC.

Statement of Functional Expenses

Year Ended June 30, 2024

	Workforce Development	General and Administrative	Totals
Salaries	\$ 7,305,243	\$ 691,529	\$ 7,996,772
Retirement	378,188	50,934	429,122
Payroll taxes and fringe	1,625,370	129,405	1,754,775
Staff training and education	51,554	628	52,182
Accounting and professional	949,760	276,142	1,225,902
Community outreach	237,357	-	237,357
Communications	113,227	6,159	119,386
Office	847,328	42,080	889,408
Licenses, dues and other fees	22,643	10,755	33,398
Other	5,589	132	5,721
Occupancy	1,486,169	63,645	1,549,814
Travel	105,753	13,359	119,112
Meetings and conferences	64,625	4,860	69,485
Insurance	119,094	8,660	127,754
Service provider	1,406,395	-	1,406,395
Customer training	2,895,158	-	2,895,158
Depreciation	173,595	-	173,595
Total expenses	\$ 17,787,048	\$ 1,298,288	\$ 19,085,336

The accompanying notes to the financial statements are an integral part of this statement.

TAMPA BAY WORKFORCE ALLIANCE, INC.

Statement of Functional Expenses

Year Ended June 30, 2023

	Workforce Development	General and Administrative	Totals
Salaries	\$ 5,808,209	\$ 777,139	\$ 6,585,348
Retirement	290,762	64,071	354,833
Payroll taxes and fringe	1,250,548	186,704	1,437,252
Staff training and education	28,658	5,355	34,013
Accounting and professional	829,685	166,765	996,450
Community outreach	241,260	-	241,260
Communications	116,270	8,681	124,951
Office	894,431	41,219	935,650
Licenses, dues and other fees	25,875	18,905	44,780
Other	10,625	-	10,625
Occupancy	1,379,469	60,504	1,439,973
Travel	77,190	19,778	96,968
Meetings and conferences	67,748	12,116	79,864
Insurance	109,185	8,893	118,078
Service provider	4,086,151	-	4,086,151
Customer training	4,197,992	-	4,197,992
Depreciation	172,075	-	172,075
Total expenses	<u>\$ 19,586,133</u>	<u>\$ 1,370,130</u>	<u>\$ 20,956,263</u>

The accompanying notes to the financial statements are an integral part of this statement.

TAMPA BAY WORKFORCE ALLIANCE, INC.

Statement of Cash Flows
Year Ended June 30, 2024 and 2023

	<u>2024</u>	<u>2023</u>
Cash flows from operating activities:		
Change in net assets	\$ 42,898	\$ (199,706)
Adjustments to reconcile change in net assets to net cash provided by (used in) operating activities:		
Depreciation	173,595	172,075
Changes in assets and liabilities:		
Decrease (Increase) in grants receivable	718,514	(472,319)
Increase in accounts receivable	(19,385)	(52,755)
(Increase) Decrease in prepaid expenses	(96,903)	396,419
Increase in accounts payable	72,225	1,795
Decrease in customers payable	(17,513)	(168,548)
Decrease in service provider payable	(318,052)	(51,542)
(Decrease) Increase in related party payable	(11,930)	6,905
Decrease in accrued expenses	(8,404)	(29,659)
Increase in accrued personal time off	71,406	4,940
Increase in deferred revenue other	5,150	-
Increase in refundable advances	64,940	115,841
Decrease in lease liabilities	(1,425)	(54,871)
Net cash provided by (used in) operating activities	<u>675,116</u>	<u>(331,425)</u>
Cash flows from investing activities:		
Acquisition of property and equipment	(231,020)	(5,057)
(Purchase) sale of investments	<u>(1,946)</u>	<u>66,662</u>
Net cash (used in) provided by investing activities	<u>(232,966)</u>	<u>61,605</u>
Net Increase (decrease) in cash and cash equivalents	442,150	(269,820)
Cash and cash equivalents, beginning of year	<u>1,056,568</u>	<u>1,326,388</u>
Cash and cash equivalents, end of year	<u>\$ 1,498,718</u>	<u>\$ 1,056,568</u>

The accompanying notes to the financial statements are an integral part of these statements.

TAMPA BAY WORKFORCE ALLIANCE, INC.

Notes to Financial Statements Year Ended June 30, 2024 and 2023

Note 1: NATURE OF ORGANIZATION AND PURPOSE

Effective February 10, 2014, Tampa Bay Workforce Alliance, Inc. began doing business as CareerSource Tampa Bay (CSTB). The rebranding was in coordination with Florida's Workforce System to have a unified brand statewide. The Tampa Bay Workforce Alliance, Inc. was organized on June 27, 2000, in Tampa, Florida, and created in accordance with the Florida Workforce Innovation Act of 2000 to serve as the administrative entity for programs of the Local Workforce Development Board in Hillsborough County (the Board). This public-private partnership supports and promotes economic growth through workforce development. The Board consists of representatives of business, education, labor, economic development, organizations identified as one stop partners, and other individuals as appointed by the Hillsborough County Board of County Commissioners. The Board is one of twenty-four Local Workforce Development Boards in the State of Florida providing for the development, planning, monitoring and administration of the following grants and programs:

- Temporary Assistance for Needy Families
- Supplemental Nutrition Assistance Program
- Employment Service Cluster: Wagner Peyser, Military Spouse, Disabled Veterans Outreach Program and Local Veterans Employment Representative Program
- Reemployment Services and Eligibility Assessment
- Trade Adjustment Assistance
- Workforce Innovation and Opportunity Act: Adult, Dislocated Worker and Youth
- H-1B One Workforce Grant Program - TechBoost

As of July 1, 2024, a separate Organization merged with CSTB as part of the Reimagining Education and Career Help (REACH) Act to form the new entity, CareerSource Hillsborough Pinellas. See more details in Note 14.

Note 2: SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES

The following is a summary of the significant accounting policies and practices of CSTB which affect the accompanying financial statements:

Basis of Accounting

CSTB follows the provisions of the Financial Accounting Standards Board of Accounting Standards of Codification ("FASB ASC") and the standards of financial reporting for not-for-profit organizations as described in the American Institute of Certified Public Accountants' *Industry Guide for Not-for-Profit Organization*. Accordingly, the financial statements are prepared on the accrual basis of accounting. The financial statements of CSTB are the representation of management and include estimates of amounts and judgment it believes are reasonable under the circumstances.

Basis of Presentation

Net assets of CSTB and changes therein are classified and reported as follows:

- *Net assets without donor restrictions* - Net assets that are not subject to donor-imposed stipulations.
- *Net assets with donor restrictions* - Net assets subject to donor-imposed restrictions are temporary in nature, such as those that will be met either by actions of CSTB and/or passage of time. Other donor-imposed restrictions are perpetual in nature, where the donor stipulates those resources be maintained in perpetuity.

TAMPA BAY WORKFORCE ALLIANCE, INC.
Notes to Financial Statements – Continued

Note 2: SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (Continued)

Basis of Presentation (Continued)

All other revenues are reported as increases in net assets without donor restrictions unless use of the related assets is limited by donor-imposed restrictions. Expenses are reported as decreased in net assets without donor restrictions. Gains and losses on assets or liabilities are reported as increases or decreases in net assets without donor restrictions unless their use is restricted by explicit donor stipulations or by laws. Expiration of net assets with donor restrictions (i.e., the donor-stipulated purpose has been fulfilled and/or the stipulated time has elapsed) are reports as net assets released from restrictions.

The organization reports contributions restricted by donors as increases in net assets without donor restrictions if the restrictions expire (that is, when a stipulated time restriction ends or purpose restriction is accomplished) in the reporting period in which the revenue is recognized.

Use of Estimates

The preparation of financial statements in accordance with accounting principles generally accepted in the United States of America requires management to make estimates and assumptions that affect certain reported amounts and disclosures. Actual results could differ from those estimates.

Financial Instruments Not Measured at Fair Value

CSTB's financial instruments are not measured at fair value on a recurring basis; however, certain financial instruments are recorded at amounts that approximate fair value due to their liquid or short-term nature. Such financial assets and financial liabilities include cash and cash equivalents, grant receivables, prepaid expenses, accounts payable, accrued expenses and deferred revenue.

Cash and Cash Equivalents

For purposes of reporting cash flows, all deposits with an original maturity of three months or less are considered to be cash equivalents. Cash designated to fund accrued personal time off is classified as restricted cash in the accompanying statements of financial position.

Grants Receivable

CSTB's grants receivable consist of amounts to be received from governments and governmental agencies for grants and appropriations. CSTB considers its receivables to be fully collectible. Accordingly, no provision for uncollectible amounts has been made in the accompanying financial statements.

Accounts Receivable

Based on historical collections, CSTB believes accounts receivable are fully collectible at June 30, 2024 and 2023. Therefore, no provision for uncollectible amounts has been made in the accompanying financial statements.

TAMPA BAY WORKFORCE ALLIANCE, INC.
Notes to Financial Statements – Continued

Note 2: SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (Continued)

Prepaid Expenses

Prepaid expenses consist of prepaid insurance, services, and participant incentive cards. Incentive cards are Visa cards in various denominations. Unused incentive cards are recorded as prepaid expense. These incentive cards are used for providing support services to participants served by CSTB.

Investment Held by Others

CSTB established an Agency Reserve Fund (ARF) at Community Foundation of Tampa Bay, Inc. (CFTB) to hold its non-endowment, unrestricted funds. CFTB does not have variance power and is not able to modify or restrict these assets. The assets of the ARF are invested according to CFTB's Investment Policy. CSTB will receive quarterly reports detailing the contributions, distributions and earned income/loss of the ARF. CSTB may withdraw funds four (4) times each calendar year contingent upon approval by an affirmative vote of seventy-five percent (75%) of CSTB Board of Directors. In accordance with guidance related to accounting for contributions held by an organization for the benefit of another organization, which states that organization that transfers assets to other not-for-profit agencies who specify themselves as beneficiaries and has not granted variance power, are not considered expenses and recorded as an asset in the statement of financial position at fair value as investments.

Property and Equipment

Property and equipment are stated at cost, if purchased, or at estimated fair value at date of receipt if acquired by gift. Depreciation is recognized over the estimated useful lives of the assets of three to seven years for property and equipment using the straight-line method. For leasehold improvements, the estimated useful life is between five to fifteen years or the lesser of the life of the asset or lease term, using the straight-line method. All expenditures for property less than \$5,000 are expensed when purchased.

In the event of disposal of property and equipment acquired through expenditures of federal funds, CSTB may be required to return the property and equipment to the funding source or obtain its approval to dispose of the property and equipment. Additionally, the proceeds from any disposal of property and equipment may be required to be refunded to the respective funding source.

Personal Time Off

CSTB employees are entitled to personal time off (PTO). PTO is based on length of employment and other factors. PTO is accrued when earned. PTO of \$496,059 and \$424,653 and reported as accrued personal time off in the statements of financial position at June 30, 2024 and 2023, respectively.

Customer Payable

CSTB provides eligible participants a forum for training in demand driven occupations through Incumbent Worker Training (IWT), On-the-Job Training (OJT) and Occupational Skills Training (Individual Training Account – ITA). With an OJT, a local employer provides on-the-job training for a full-time salary or hourly position listed in CSTB's targeted occupation list. CSTB reimburses the employer for a fixed portion of the OJT training costs. ITA provides eligible participants a pre-established amount of funding to access approved training programs, provided by eligible training providers, to qualify for occupations that are in high demand

TAMPA BAY WORKFORCE ALLIANCE, INC.
Notes to Financial Statements – Continued

Note 2: SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (Continued)

Customer Payable (Continued)

in the local area and throughout the state. IWT training is developed with an employer or employer association to retain a skilled workforce or avert the need to lay off employees by assisting their workers in obtaining the necessary skills to retain employment. Costs associated with training services received but not paid as of the end of the fiscal year are \$555,078 and \$572,591 at June 30, 2024 and 2023, respectively, and reported as customer payable in the statements of financial position.

Service Provider Payable

CSTB has contracted certain workforce services effective July 1, 2021. Reimbursement method is used to pay the service provider. Under this method, payment is made within 30 calendar days after receipt of the billing unless CSTB reasonably believes the request for payment is improper. Request for payments received but not paid as of the end of the fiscal year of \$213,791 and \$531,843 is reported as service provider payable in the statements of financial position at June 30, 2024 and 2023, respectively.

Revenue Recognition

A significant portion of CSTB's revenue is derived from cost-reimbursable federal, state, and local contracts and grants, which are conditioned upon certain performance requirements and/ or the incurrence of allowable qualifying expenses. Amounts received are recognized as revenue when CSTB has incurred expenditures in compliance with specific contract or grant provisions. Amounts received prior to incurring qualifying expenditures of \$425,460, \$635,966, and \$520,125 are reported as refundable advances in the statements of financial position at June 30, 2024, 2023, and 2022, respectively.

Functional Allocation of Expenses

The cost of providing CSTB's various programs and other supporting services have been summarized on a functional basis in the statement of activities. Direct expenses are charged directly to the related program. Certain costs which are directly shared have been allocated to programs based upon the relative benefits received. CSTB elected to account for indirect costs utilizing the cost allocation method, using modified total direct costs as the base, for the fiscal years ending June 30, 2024 and June 30, 2023. Supporting services in the statement of activities include expenses that have been allocated both directly and indirectly to the Organization's programs. Supporting services include planning, development, oversight and administrative functions of all programs, support services for the One Stop System including Information Technology, Management Information Systems, Facility Management, Community Outreach, and One Stop Staff training and development activities.

Income Taxes

CSTB is a not-for-profit corporation under the laws of the State of Florida and is exempt from federal income taxes under Section 501(c)(3) of the Internal Revenue Code. The Internal Revenue Code provides for taxation of unrelated business income under certain circumstances. CSTB believes that it has no liability for taxes with respect to unrelated business income. However, such status is subject to final determination upon examination of the related income tax returns by the appropriate taxing authorities. CSTB follows Accounting Standards

TAMPA BAY WORKFORCE ALLIANCE, INC.
Notes to Financial Statements - Continued

Note 2: SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (Continued)

Income Taxes (Continued)

Codification Topic 740, *Income Taxes* (“ASC 740”). A component of this standard prescribes a recognition and measurement of tax positions taken or expected to be taken in a tax return. For those benefits to be recognized, a tax position must be more-likely-than-not to be sustained upon examination by taxing authorities. CSTB’s policy is to recognize interest and penalties associated with tax positions under this standard as a component of tax expense, and none were recognized since there was no material impact of the application of this standard for the years ended June 30, 2024 and 2023. As required by Internal Revenue Service regulations, the Organization annually files a Form 990, “Return of Organization Exempt from Income Tax” with the Internal Revenue Service. Tax returns for the past three years remain subject to examination by tax authorities.

Community Outreach

The Organization expenses Community Outreach costs as incurred. Community Outreach expense for the years ended June 30, 2024 and 2023 totaled \$237,357 and \$241,260, respectively.

Retirement Plan

The provision for employer contribution costs is recorded on an annual basis. Employer contributions are funded as they accrue.

Leases

CSTB leases office equipment and commercial building space. CSTB determines if an arrangement is a lease at inception. Operating leases are reflected as an operating lease right-of-use (ROU) asset and operating lease liabilities on CSTB’s statements of financial position. ROU assets represent CSTB’s right to use an underlying asset for the lease term and lease liabilities represent CSTB’s obligation to make lease payments arising from the lease. Operating lease ROU assets and liabilities are recognized at commencement date based on the present value of lease payments over the lease term. As most of CSTB’s leases do not provide an implicit rate, CSTB uses the risk-free rate based on the information available at commencement date in determining the present value of lease payments. The operating lease ROU asset also includes any lease payments made and excludes lease incentives. CSTB’s lease terms may include options to extend or terminate the lease when it is reasonably certain that CSTB will exercise that option. Lease expense for lease payments is recognized on a straight-line basis over the lease term. CSTB’s lease agreements do not contain any material residual value guarantees or material restrictive covenants. In evaluating contracts to determine if they qualify as a lease, CSTB considers factors such as if it has obtained substantially all of the rights to the underlying asset through exclusivity, if it can direct the use of the asset by making decisions about how and for what purpose the asset will be used, and if the lessor has substantive substitution rights. This evaluation may require significant judgment. In allocating consideration in the contract to the separate lease components and the nonlease components CSTB uses the standalone prices of the lease and non-lease components. Observable standalone prices are used, if available. If the standalone price for a component has a high level of variability or uncertainty, this allocation may require significant judgment.

TAMPA BAY WORKFORCE ALLIANCE, INC.
Notes to Financial Statements - Continued

Note 2: SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (Continued)

Subsequent Events

CSTB has evaluated events and transactions for potential recognition or disclosure in the financial statement through January 16, 2025, the date the financial statements were available to be issued. See details regarding the Consolidation in Note 14.

Reclassification

Certain amounts in the prior year's financial statements have been reclassified to conform to the presentation of the current year financial statements. These reclassifications had no effect on the prior period change in net assets without donor restrictions.

Note 3: RESTRICTIONS ON CASH AND CASH EQUIVALENTS

The following table provides a reconciliation of cash, cash equivalents and restricted cash reported within the statements of financial position at June 30, 2024 and 2023:

	2024	2023
Cash and cash equivalents	\$ 1,002,659	\$ 631,915
Board designated - cash	496,059	424,653
Total cash and cash equivalents shown in the statement of cash flows	<u>\$ 1,498,718</u>	<u>\$ 1,056,568</u>

Board designated cash consists of the amount allocated for accrued personal time off.

Note 4: LIQUIDITY AND AVAILABILITY

Financial assets available for general expenditure, that is, without donor or other restrictions limiting their use, within one year of the balance sheet date, comprise the following at June 30, 2024 and 2023:

	2024	2023
Financial assets available within one year, at year end		
Cash and cash equivalents	\$ 1,002,659	\$ 631,915
Board designated - cash	496,059	424,653
Grants receivable	806,498	1,525,012
Accounts receivable	84,026	64,641
Less those unavailable for general expenditures within one year, due to:		
Board designated - cash	<u>(496,059)</u>	<u>(424,653)</u>
Additional available assets for use over the next 12 months - not designated by donor or board restrictions	<u>\$ 1,893,183</u>	<u>\$ 2,221,568</u>

As Board designated cash is designated for expenses, these cash amounts are removed from assets available for general expenditures. As shown in the table above, CSTB has adequate financial assets available to meet unexpected liquidity needs. Although board designated cash is set aside for a particular purpose, these amounts could be made available if necessary.

TAMPA BAY WORKFORCE ALLIANCE, INC.
Notes to Financial Statements - Continued

Note 5: FAIR VALUE MEASUREMENT

CSTB uses fair value measurements to record fair value adjustment to certain assets and liabilities and to determine fair value disclosures and follows the provisions of FASB ASC Topic 820, *Fair Value Measurements and Disclosures*, the authoritative guidance for fair value measurements of investments that are recognized at fair value in the financial statements. ASC Topic 820 establishes a fair value hierarchy that prioritizes the inputs to valuation techniques to measure fair value. The hierarchy gives the highest priority to quoted prices in active markets for identical assets (Level 1) and the lowest priority to measurements involving significant unobservable inputs (Level 3). The three levels of fair value hierarchy are as follows:

- Level 1: Inputs to the valuation methodology are quoted prices available in active markets for identical assets as of the reporting date.
- Level 2: Inputs to the valuation methodology are other than quoted prices in active markets, which are either directly or indirectly observable as of the reporting date, and fair value can be determined through the use of models or other valuation methodologies; and
- Level 3: Inputs to the valuation methodology are unobservable inputs in situations where there is little or no market activity for the asset and the reporting entity makes estimates assumptions related to the pricing of the assets or liability including assumptions regarding risk.

A description of the valuation methodologies used for assets measured at fair value, as well as the general classification of such instruments pursuant to the valuation hierarchy, is set forth below.

Investment Held by Others carrying value is measured at fair value with valuation technique utilizing market prices at the close of the last business day for the statement period, provided by the Community Foundation of Tampa Bay. The investments are measured using level 3 inputs within the fair value hierarchy. These assets total \$24,453.

The table below sets forth the summary of changes in fair value of the level 3 assets at June 30, 2024 and 2023:

	2024	2023
Balance, beginning of year	\$ 22,507	\$ 89,169
Unrealized gain (loss) on investment held by others	1,516	5,332
Dividend/Interest Income	626	2,239
Administrative fee	(196)	(913)
Distributions	-	(73,320)
Balance, end of year	\$ <u>24,453</u>	\$ <u>22,507</u>

TAMPA BAY WORKFORCE ALLIANCE, INC.
Notes to Financial Statements - Continued

Note 6: GRANTS RECEIVABLE

Grants receivable is comprised of the following federal and local awards at June 30, 2024 and 2023:

	<u>2024</u>	<u>2023</u>
U.S. Department of Agriculture		
Supplemental Nutrition Assistance Program Cluster	\$ -	\$ 29,673
U.S. Department of Labor		
Employment Service Cluster		
Wagner Peyser	12,374	82,242
Military Spouse	11,460	-
Disabled Veteran Outreach Program	-	32,505
Local Veterans Employment Representative Program	-	3,840
Subtotal Employment Service Cluster	<u>23,834</u>	<u>118,587</u>
Workforce Innovation and Opportunity Act (WIOA) Cluster		
WIOA Adult	292,477	37,200
WIOA Dislocated Worker	39,057	245,395
WIOA Youth	9,264	37,200
Subtotal WIOA Cluster	<u>340,798</u>	<u>319,795</u>
Reemployment Services and Eligibility Assessment	42,446	82,553
Trade Adjustment Assistance	896	2,419
H-1B One Workforce Grant Program (TechBoost)	16,286	152,201
H-1B Job Training Grant (Tech Quest Apprenticeship)	-	8,648
U.S. Department of Health and Human Services		
Temporary Assistance for Needy Families	258,264	665,075
Local award:		
United Way Suncoast		
Youth Success Research Project	-	1,715
Hillsborough County Board of County Commissioners (BOCC)		
Ex-Offender Program	10,035	
Targeted Industry Sector Workforce Training Program	34,104	
Apprenticeship to Career Empowerment	79,835	144,346
Subtotal Hillsborough County BOCC	<u>123,974</u>	<u>144,346</u>
	<u>\$ 806,498</u>	<u>\$ 1,525,012</u>

Note 7: PROPERTY AND EQUIPMENT

Property and equipment consist of the following at June 30, 2024 and 2023:

	<u>2024</u>	<u>2023</u>
Equipment	\$ 120,553	\$ 239,575
Software and Website	41,253	41,253
Furniture	399,453	168,433
Leasehold improvements	<u>2,250,002</u>	<u>2,250,002</u>
Total cost	2,811,261	2,699,263
Accumulated depreciation	<u>2,492,026</u>	<u>2,437,453</u>
Property and equipment, net	<u>\$ 319,235</u>	<u>\$ 261,810</u>

TAMPA BAY WORKFORCE ALLIANCE, INC.
Notes to Financial Statements - Continued

Note 8: RELATED PARTY TRANSACTIONS

In accordance with applicable regulations, CSTB's Board of Directors includes representatives of private and public sector industries, with which board members are associated for the purpose of providing services to participants. Total payments for providing services to participants during the year ended June 30, 2024 and June 30, 2023 were \$271,641 and \$344,158, respectively, and accounts payable at June 30, 2024 and 2023 were \$12,852 and \$24,782.

Note 9: REFUNDABLE ADVANCES

Refundable Advances is comprised of the following federal and local awards at June 30, 2024 and 2023:

	2024	2023
U.S. Department of Agriculture		
Supplemental Nutrition Assistance Program Cluster	\$ 18,051	\$ -
U.S. Department of Labor		
Employment Service Cluster		
Wagner Peyser	15,985	-
Disabled Veterans Outreach Program	18,811	-
Local Veterans Employment Representative Program	1,795	-
Subtotal Employment Service Cluster	<u>36,591</u>	<u>-</u>
Trade Adjustment Assistance	3,903	
Workforce Innovation and Opportunity Act (WIOA) Cluster		
WIOA Adult	21,155	239,059
WIOA Dislocated Worker	30,195	-
WIOA Youth	285,115	241,124
Subtotal WIOA Cluster	<u>336,465</u>	<u>480,183</u>
Local award		
Hillsborough County Board of County Commissioners		
Targeted Industry Sector Workforce Training and Placement Program	275,446	-
Ex-Offender/Returning Citizen Workforce Training Program	-	145,593
Florida Medical Clinic Foundation of Caring	5,200	-
Good Jobs & Equity Project	<u>25,250</u>	<u>-</u>
	<u>\$ 700,906</u>	<u>\$ 635,966</u>

Note 10: LEASES

CSTB has operating leases for office equipment (commercial copiers) and buildings, which have remaining lease terms expiring in fiscal years 2025 through 2030 and short-term leases with terms of 12 months or less. Other is primarily comprised of costs related to utilities, repairs and maintenance, security, and janitorial services for applicable buildings CSTB occupies. Reduction to lease cost totaling \$120,344 is primarily comprised of amounts received from sublease and infrastructure funding arrangements with several of its service and mandatory partners who use office space in the Career Centers. CSTB had no finance leases for the year ended June 30, 2024.

TAMPA BAY WORKFORCE ALLIANCE, INC.
Notes to Financial Statements - Continued

Note 10: LEASES (Continued)

The components of occupancy expense for the year ended June 30, 2024 were as follows:

	2024
Operating lease cost	\$ 456,390
Short-term lease cost	999,701
Other	214,066
Reduction to lease cost	(120,344)
	<u>\$ 1,549,813</u>

Other information related to leases for the year ended June 30, 2024 is as follows:

Operating cash flows from operating leases	396,586
Weighted-average remaining lease term—operating leases	4.54
Weighted-average discount rate—operating leases	4.00%

Future minimum lease payments under non-cancellable leases as of June 30, 2024 were as follows:

Year Ending June 30,	Operating
2025	\$ 411,913
2026	473,464
2027	278,156
2028	252,465
2029	260,054
Thereafter	133,274
Total undiscounted cash flows	1,809,326
Less: present value discount	(229,590)
Total lease liabilities	<u>\$ 1,579,736</u>

Note 11: EMPLOYMENT BENEFITS

Retirement Plan

CSTB provides a defined contribution retirement plan, Tampa Bay Workforce Alliance, Inc. 401k Plan (401k Plan), covering its eligible employees. CSTB may decide each contribution period whether to make a discretionary nonelective employer contribution (NEC) or discretionary matching contribution on behalf of all eligible participants. The NEC is provided to all eligible employees regardless if the employee contributes. CSTB elected to contribute NEC and matching contributions for fiscal years ending June 30, 2024 and 2023. For fiscal year ending June 30, 2022, the matching contributions were made the last 6-months. NEC at a rate of five percent (5%) of an employee's eligible compensation totaled \$333,584 and \$263,528 for fiscal years ending June 30, 2024 and 2023, respectively. Three percent (3%) dollar-for-dollar employer matching contribution totaled \$95,538 and \$91,305 for fiscal years ending June 30, 2024 and 2023, respectively.

TAMPA BAY WORKFORCE ALLIANCE, INC.
Notes to Financial Statements - Continued

Note 12: CONCENTRATION OF CREDIT RISK AND SIGNIFICANT FUNDING SOURCE

Cash and Cash Equivalents

CSTB maintains its cash with a financial institution. CSTB's deposits are guaranteed by the Federal Deposit Insurance Corporation (FDIC) up to \$250,000. At times, CSTB has deposits which exceed the FDIC amount. Management does not anticipate nonperformance by the financial institution.

Grants Receivable

CSTB's receivables primarily relate to amounts due under contracts with the Department of Commerce.

Significant Funding Source

CSTB's operations are significantly funded by the United States Department of Labor, the United States Department of Health and Human Services, and the United States Department of Agriculture pass-through grants that are assigned to the Department of Commerce, the designated state agency for receipt of federal workforce development funds. The funding level is contingent upon annual appropriation by the Legislature of the State of Florida. If there is a significant state or federal funding reduction of workforce development funds, it could have an adverse effect on CSTB's programs and activities.

Note 13: CONTINGENCIES

Federal Grants

Costs charged to federal programs are subject to government audit. Therefore, all such costs are subject to adjustment. In the event expenditures are disallowed, repayment could be required. Management believes that adjustments, if any, would not have a significant effect on the financial statements.

Litigation

CSTB is party to various claims and legal actions arising in the ordinary course of business. Management does not believe that the outcome of such claims and legal actions will have a material adverse effect on the financial position or results of operations of CSTB.

Note 14: CONSOLIDATION

The Florida Workforce System Transformation Plan streamlines and modernizes the state's workforce system, enhancing alignment and accountability, serving job seekers and businesses more effectively, and improving outcomes for Floridians. Empowered by the state's Reimagining Education and Career Help (REACH) Act, the plan is focused around three pillars: Alignment and Consolidation, System-wide Improvements and Regional Planning. A reduction in the number of local workforce development boards was required by the REACH Act to minimize duplication, improve consistency and maximize resources to enhance outcomes for businesses and individuals, emphasizing a customer-focused approach. In May 2023, the Governor affirmed the recommendation provided by the CareerSource Florida Board of Directors to realign and consolidate 10 local workforce development areas as outlined in the Florida Workforce System Transformation Plan. These changes affected 27 counties and reduced the number of Local Workforce Development Boards in the State of Florida from 24 to 21. Actions include the consolidation of CSTB and WorkNet Pinellas, Inc. doing business as CareerSource Pinellas (CSPIN) as of July 1, 2024.

TAMPA BAY WORKFORCE ALLIANCE, INC.
Notes to Financial Statements - Continued

Note 14: CONSOLIDATION (Continued)

In accordance with a Plan of Merger approved and adopted by CSPIN (Merging Entity) on May 16, 2024 and CSTB (Surviving Entity) on February 15, 2024 and re-approved on May 16, 2024, the Merging Entity, will merge with and into the Surviving Entity (Merger). As of the effective date of Merger, the separate existence of the Merging Entity will thereupon cease, and the Surviving Entity will be the surviving entity in the Merger and will continue its legal existence under the laws of the State of Florida. The Merger became effective on the date the Articles of Merger were filed, July 1, 2024.

DRAFT

SUPPLEMENTAL INFORMATION

DRAFT

TAMPA BAY WORKFORCE ALLIANCE, INC.
Schedule of Expenditures of Federal Awards
Year Ended June 30, 2024

Federal/State Agency Pass-Through Entity/ Program Title	Assistance Listing Number	Pass-Thru Entity Identifying Number	Federal Expenditures	Amount to Subrecipients
U.S. Department of Agriculture				
Passed through the Florida Department of Commerce: Supplemental Nutrition Assistance Program Cluster	10.561	41969, 43163	\$ 1,001,910	\$ 74,333
Total U.S. Department of Agriculture			<u>1,001,910</u>	<u>74,333</u>
U.S. Department of Labor				
Passed through the Florida Department of Commerce: Employment Service Cluster:				
Wagner Peyser	17.207	41602, 42881, 42912, 43033	1,641,928	-
Military Spouse	17.207	42896, 43094, 43471	275,937	-
Disabled Veterans Outreach Program	17.801	42344, 43324	195,783	-
Local Veterans Employment Representative Program	17.804	42213, 43270	106,907	-
Subtotal Employment Service Cluster			<u>2,220,555</u>	<u>-</u>
Reemployment Services and Eligibility Assessment	17.225	41944, 43082	907,089	147,541
Trade Adjustment Assistance	17.245	42004, 43191, 41987, 43202	25,925	-
Workforce Innovation and Opportunity Act (WIOA) Cluster:				
WIOA Adult	17.258	41523, 42800, 43210	2,978,099	570,186
WIOA Dislocated Worker	17.278	41547, 42853, 40844, 42829, 43210	2,586,021	476,717
WIOA Youth	17.259	41377, 42513, 43210	2,726,733	77,009
Subtotal WIOA Cluster			<u>8,290,853</u>	<u>1,123,912</u>
Subtotal Florida Department of Commerce			<u>11,444,422</u>	<u>1,271,453</u>
Passed through The Trustees of Clark University:				
H-1B One Workforce Grant Program (TechBoost)	17.268	HG-35914-21-60-A-25	61,681	-
Subtotal The Trustees of Clark University			<u>61,681</u>	<u>-</u>
Total U.S. Department of Labor			<u>11,506,103</u>	<u>1,271,453</u>
U.S. Department of Health and Human Services				
Passed through the Florida Department of Commerce: Temporary Assistance for Needy Families	93.558	41914, 42772, 43241	5,288,246	60,609
Total U.S. Department of Health and Human Services			<u>5,288,246</u>	<u>60,609</u>
Total Federal Awards			<u>\$ 17,796,259</u>	<u>\$ 1,406,395</u>

See Notes to Schedule of Expenditures of Federal Awards

TAMPA BAY WORKFORCE ALLIANCE, INC.
Notes to Schedule of Expenditures of Federal Awards
Year Ended June 30, 2024

Note 1: BASIS OF PRESENTATION

The accompanying Schedule of Expenditures of Federal Awards (Schedule) includes the federal grant activity of CSTB. The information in this schedule is presented in accordance with the requirements of Title 2 U.S. Code of Federal Regulations Part 200, Uniform Administrative Requirements, Cost Principles, and Audit Requirements for Federal Awards (Uniform Guidance). Because the schedule presents only a selected portion of the operations of CSTB, it is not intended to and does not present the financial position, changes in net assets or cash flows of CSTB.

Note 2: BASIS OF ACCOUNTING

Expenditures reported on the Schedule are reported on the accrual basis of accounting. Such expenditures are recognized following the cost principles contained in the Uniform Guidance wherein certain types of expenditures are not allowable or are limited as to reimbursement.

Note 3: PROPERTY AND EQUIPMENT

Property and equipment of approximately \$5,000 was purchased using federal grant awards during fiscal year ending June 30, 2024. These amounts are included in the Schedule but excluded from the statement of activities as the amount has been capitalized for financial statement purposes and recorded as property and equipment on the statement of position.

Note 4: INDIRECT COST

CSTB did not elect to use the 10 percent de minimis indirect cost rate. The cost allocation method has been elected to account for indirect costs utilizing modified total direct costs as the base, for the fiscal year ending June 30, 2024.

REGULATORY REPORTS

DRAFT

**INDEPENDENT AUDITORS' REPORT ON INTERNAL CONTROL OVER FINANCIAL
REPORTING AND ON COMPLIANCE AND OTHER MATTERS BASED ON
AN AUDIT OF FINANCIAL STATEMENTS PERFORMED
IN ACCORDANCE WITH *GOVERNMENT AUDITING STANDARDS***

To the Board of Directors,
Tampa Bay Workforce Alliance, Inc.:

We have audited in accordance with auditing standards generally accepted in the United States of America and the standards applicable to financial audits contained in *Government Auditing Standards*, issued by the Comptroller General of the United States, the financial statements of Tampa Bay Workforce Alliance, Inc., which comprise the statement of financial position as of June 30, 2024, and the related statement of activities, functional expenses, and cash flows for the year then ended, and the related notes to the financial statements and have issued our report thereon dated January 16, 2025.

Report on Internal Control over Financial Reporting

In planning and performing our audit of the financial statements, we considered Tampa Bay Workforce Alliance, Inc.'s internal control over financial reporting (internal control) as a basis for designing audit procedures that are appropriate in the circumstances for the purpose of expressing our opinion on the financial statements, but not for the purpose of expressing an opinion on the effectiveness of Tampa Bay Workforce Alliance, Inc.'s internal control. Accordingly, we do not express an opinion on the effectiveness of Tampa Bay Workforce Alliance, Inc.'s internal control.

A *deficiency in internal control* exists when the design or operation of a control does not allow management or employees, in the normal course of performing their assigned functions, to prevent, or detect and correct, misstatements on a timely basis. A *material weakness* is a deficiency, or a combination of deficiencies, in internal control, such that there is a reasonable possibility that a material misstatement of the entity's financial statements will not be prevented, or detected and corrected on a timely basis. A *significant deficiency* is a deficiency, or a combination of deficiencies, in internal control that is less severe than a material weakness, yet important enough to merit attention by those charged with governance.

Our consideration of internal control over financial reporting was for the limited purpose described in the first paragraph of this section and was not designed to identify all deficiencies in internal control over financial reporting that might be material weaknesses or significant deficiencies. Given these limitations, during our audit we did not identify any deficiencies in internal control over financial reporting that we consider to be material weaknesses. However, material weaknesses or significant deficiencies may exist that were not identified.

Report on Compliance and Other Matters

As part of obtaining reasonable assurance about whether Tampa Bay Workforce Alliance, Inc.'s financial statements are free from material misstatement, we performed tests of its compliance with certain provisions of laws, regulations, contracts, and grant agreements, noncompliance with which could have a direct and material effect on the financial statements. However, providing an opinion on compliance with those provisions was not an objective of our audit, and accordingly, we do not express such an opinion. The results of our tests disclosed no instances of noncompliance or other matters that are required to be reported under *Government Auditing Standards*.

Purpose of This Report

The purpose of this report is solely to describe the scope of our testing of internal control and compliance, and the result of that testing, and not to provide an opinion on the effectiveness of the entity's internal control or on compliance. This report is an integral part of an audit performed in accordance with *Government Auditing Standards* in considering the entity's internal control and compliance. Accordingly, this communication is not suitable for any other purpose.

James Moore & Co., P.L.

Tallahassee, Florida
January 16, 2025

DRAFT

INDEPENDENT AUDITORS' REPORT ON COMPLIANCE FOR EACH MAJOR FEDERAL PROGRAM AND REPORT ON INTERNAL CONTROL OVER COMPLIANCE IN ACCORDANCE WITH THE UNIFORM GUIDANCE

To the Board of Directors,
Tampa Bay Workforce Alliance, Inc.:

Report on Compliance for Each Major Federal Program

Opinion on Each Major Federal Program

We have audited Tampa Bay Workforce Alliance - Audit ("the Organization")'s compliance with the types of compliance requirements described in the OMB Compliance Supplement that could have a direct and material effect on each of the Organization's major federal programs for the year ended June 30, 2024. The Organization's major federal programs are identified in the summary of auditors' results section of the accompanying schedule of findings and questioned costs.

In our opinion, the Organization complied, in all material respects, with the types of compliance requirements referred to above that could have a direct and material effect on each of its major federal programs for the year ended June 30, 2024.

Basis for Opinion on Each Major Federal Program

We conducted our audit of compliance in accordance with auditing standards generally accepted in the United States of America (GAAS); the standards applicable to financial audits contained in *Government Auditing Standards* issued by the Comptroller General of the United States (*Government Auditing Standards*); the special audit guidance provided by the State of Florida Department of Commerce and the audit requirements of Title 2 U.S. *Code of Federal Regulations Part 200, Uniform Administrative Requirements, Cost Principles, and Audit Requirements for Federal Awards* (Uniform Guidance). Our responsibilities under those standards and the Uniform Guidance are further described in the Auditors' Responsibilities for the Audit of Compliance section of our report.

We are required to be independent of the Organization and to meet our other ethical responsibilities, in accordance with relevant ethical requirements relating to our audit. We believe that the audit evidence we have obtained is sufficient and appropriate to provide a basis for our opinion on compliance for each major federal program. Our audit does not provide a legal determination of the Organization's compliance with the compliance requirements referred to above.

Responsibilities of Management for Compliance

Management is responsible for compliance with the requirements referred to above and for the design, implementation, and maintenance of effective internal control over compliance with the requirements of laws, statutes, regulations, rules and provisions of contracts or grant agreements applicable to the Organization's federal programs.

Auditors' Responsibility

Our objectives are to obtain reasonable assurance about whether material noncompliance with the compliance requirements referred to above occurred, whether due to fraud or error, and express an opinion on the Organization's compliance based on our audit. Reasonable assurance is a high level of assurance but is not absolute assurance and therefore is not a guarantee that an audit conducted in accordance with GAAS, *Government Auditing Standards*, and the Uniform Guidance will always detect material noncompliance when it exists. The risk of not detecting material noncompliance resulting from fraud is higher than for that resulting from error, as fraud may involve collusion, forgery, intentional omissions, misrepresentations, or the override of internal control. Noncompliance with the compliance requirements referred to above is considered material, if there is a substantial likelihood that, individually or in the aggregate, it would influence the judgment made by a reasonable user of the report on compliance about the Organization's compliance with the requirements of each major federal program as a whole.

In performing an audit in accordance with GAAS, *Government Auditing Standards*, and Uniform Guidance, we:

- Exercise professional judgment and maintain professional skepticism throughout the audit.
- Identify and assess the risks of material noncompliance, whether due to fraud or error, and design and perform audit procedures responsive to those risks. Such procedures include examining, on a test basis, evidence regarding the Organization's compliance with the compliance requirements referred to above and performing such other procedures as we considered necessary in the circumstances.
- Obtain an understanding of the Organization's internal control over compliance relevant to the audit in order to design audit procedures that are appropriate in the circumstances and to test and report on internal control over compliance in accordance with the Uniform Guidance, but not for the purpose of expressing an opinion on the effectiveness of the Organization's internal control over compliance. Accordingly, no such opinion is expressed.

We are required to communicate with those charged with governance regarding, among other matters, the planned scope and timing of the audit and any significant deficiencies and material weaknesses in internal control over compliance that we identified during the audit.

Report on Internal Control over Compliance

A deficiency in internal control over compliance exists when the design or operation of a control over compliance does not allow management or employees, in the normal course of performing their assigned functions, to prevent, or detect and correct, noncompliance with a type of compliance requirement of a federal program on a timely basis. *A material weakness in internal control over compliance* is a deficiency, or a combination of deficiencies, in internal control over compliance, such that there is a reasonable possibility that material noncompliance with a type of compliance requirement of a federal program will not be prevented, or detected and corrected, on a timely basis. *A significant deficiency in internal control over compliance* is a deficiency, or a combination of deficiencies, in internal control over compliance with a type of compliance requirement of a federal program that is less severe than a material weakness in internal control over compliance, yet important enough to merit attention by those charged with governance.

Our consideration of internal control over compliance was for the limited purpose described in the Auditors' Responsibilities for the Audit of Compliance section above and was not designed to identify all deficiencies in internal control over compliance that might be material weaknesses or significant deficiencies in internal control over compliance. Given these limitations, during our audit we did not identify any deficiencies in internal control over compliance that we consider to be material weaknesses, as defined above. However, material weaknesses or significant deficiencies in internal control over compliance may exist that were not identified.

Our audit was not designed for the purpose of expressing an opinion on the effectiveness of internal control over compliance. Accordingly, no such opinion is expressed.

The purpose of this report on internal control over compliance is solely to describe the scope of our testing of internal control over compliance and the results of that testing based on the requirements of the Uniform Guidance. Accordingly, this report is not suitable for any other purpose.

James Moore & Co., P.L.

Tallahassee, Florida
January 16, 2025

**TAMPA BAY WORKFORCE ALLIANCE, INC.
SCHEDULE OF FINDINGS AND QUESTIONED COSTS –
FEDERAL AWARDS PROGRAMS
FOR THE YEAR ENDED JUNE 30, 2024**

Section I. Summary of Auditors' Results:

Financial Statements

Type of auditors' report issued: Unmodified

Internal control over financial reporting:

- Material weakness(es) identified? ☐ Yes ☒ No
- Significant deficiency(ies) identified? ☐ Yes ☒ None reported

Noncompliance material to financial statements noted? ☐ Yes ☒ No

Federal Awards

Internal control over major programs:

- Material weakness(es) identified? ☐ Yes ☒ No
- Significant deficiency(ies) identified? ☐ Yes ☒ None reported

Type of auditors' report issued on compliance for major programs: Unmodified

Any audit findings disclosed that are required to be reported in accordance with 2 CFR 200.516(a)? ☐ Yes ☒ No

Identification of major programs: Assistance Listing:
17.207, 17.801, 17.804 – Employment Service Cluster
93.558 - TANF

Dollar threshold used to distinguish between type A and type B programs: \$750,000

Auditee qualified as low-risk auditee? ☒ Yes ☐ No

TAMPA BAY WORKFORCE ALLIANCE, INC.
SCHEDULE OF FINDINGS AND QUESTIONED COSTS –
FEDERAL AWARDS PROGRAMS
FOR THE YEAR ENDED JUNE 30, 2024
(Continued)

Section II. Findings Relating to the Financial Statements Which are Required to be Reported in Accordance With *Government Auditing Standards*:

There are no current year audit findings.

Section III. Findings and Questioned Costs for Federal Awards:

There are no current year audit findings.

Section IV. State of Florida, Department of Commerce (FloridaCommerce) Reporting Requirements:

The Organization performed timely reconciliations between the general ledger accounting system and the Subrecipient Enterprise Resource Application maintained by FloridaCommerce. Also, based on the FloridaCommerce reporting requirements, there were no additional findings required to be reported in FY2024.

Section V. Prior Audit Findings for Federal Awards for the Year Ended June 30, 2023:

There were no prior year audit findings.



Action Item

Tampa Bay Workforce Alliance, Inc. 2023 IRS Form 990 FYE June 30, 2024

Background

Per Amended and Restated By-Laws of Tampa Bay Workforce Alliance, Inc. d/b/a CareerSource Hillsborough Pinellas ("By-Laws"), the Audit Committee's responsibilities include but are not limited to: "Reviewing and recommending for Board acceptance of the annual IRS Form 990 submission." [By-Laws, Article VII, Section 7.4(H)]

IRS Form 990, part VI, section B, Line 11B: A final copy of the Form 990 will be provided to each voting member of the Board of Directors before being filed with the Internal Revenue Service.

Information

The audit and tax firm James Moore & Co., P.L. ("James Moore") has completed the 2023 IRS Form 990 of Tampa Bay Workforce Alliance, Inc. for the fiscal year ended June 30, 2024.

Enclosed is a copy of the 2023 IRS Form 990. A representative from James Moore will present an overview to the Finance/Audit Committee.

Subject to the acceptance of the 2023 IRS Form 990 by the Finance/Audit Committee and Board of Directors at their January 16, 2025 meeting, the 990 will be filed before its extended filing due date of May 15, 2025.

Recommendation

Acceptance of the Tampa Bay Workforce Alliance, Inc. 2023 IRS Form 990 for the fiscal year ending June 30, 2024.

Form **990****Return of Organization Exempt From Income Tax**

OMB No. 1545-0047

Department of the Treasury
Internal Revenue ServiceUnder section 501(c), 527, or 4947(a)(1) of the Internal Revenue Code (except private foundations)
Do not enter social security numbers on this form as it may be made public.
Go to www.irs.gov/Form990 for instructions and the latest information.**2023**Open to Public
Inspection**A** For the 2023 calendar year, or tax year beginning **JUL 1, 2023** and ending **JUN 30, 2024****B** Check if applicable:

- Address change
☒ Name change
Initial return
Final return/terminated
Amended return
Application pending

C Name of organization**TAMPA BAY WORKFORCE ALLIANCE, INC.**Doing business as **CAREERSOURCE HILLSBOROUGH PINELL**Number and street (or P.O. box if mail is not delivered to street address)
4350 W CYPRESS STREETRoom/suite
875City or town, state or province, country, and ZIP or foreign postal code
TAMPA, FL 33634-6392**F** Name and address of principal officer: **SHEILA DOYLE**
SAME AS C ABOVE**D** Employer identification number**59-3655316****E** Telephone number**813-297-2064****G** Gross receipts \$ **19,126,718.****H(a)** Is this a group returnfor subordinates? Yes ☒ No**H(b)** Are all subordinates included? Yes No

If "No," attach a list. See instructions

H(c) Group exemption number**I** Tax-exempt status: ☒ 501(c)(3) 501(c) () (insert no.) 4947(a)(1) or 527**J** Website: **WWW.CAREERSOURCETAMPABAY.COM****K** Form of organization: ☒ Corporation Trust Association Other**L** Year of formation: **2000****M** State of legal domicile: **FL****Part I Summary**

Activities & Governance	1	Briefly describe the organization's mission or most significant activities:	SEE SCHEDULE O	
	2	Check this box if the organization discontinued its operations or disposed of more than 25% of its net assets.		
	3	Number of voting members of the governing body (Part VI, line 1a)	3	26
	4	Number of independent voting members of the governing body (Part VI, line 1b)	4	26
	5	Total number of individuals employed in calendar year 2023 (Part V, line 2a)	5	625
	6	Total number of volunteers (estimate if necessary)	6	22
	7a	Total unrelated business revenue from Part VIII, column (C), line 12	7a	0.
7b	Net unrelated business taxable income from Form 990-T, Part I, line 11	7b	0.	
Revenue	8	Contributions and grants (Part VIII, line 1h)	Prior Year 20,669,364.	Current Year 19,079,000.
	9	Program service revenue (Part VIII, line 2g)	0.	34,948.
	10	Investment income (Part VIII, column (A), lines 3, 4, and 7d)	2,239.	630.
	11	Other revenue (Part VIII, column (A), lines 5, 6d, 8c, 9c, 10c, and 11e)	79,622.	12,140.
	12	Total revenue - add lines 8 through 11 (must equal Part VIII, column (A), line 12)	20,751,225.	19,126,718.
	Expenses	13	Grants and similar amounts paid (Part IX, column (A), lines 1-3)	4,086,151.
14		Benefits paid to or for members (Part IX, column (A), line 4)	0.	0.
15		Salaries, other compensation, employee benefits (Part IX, column (A), lines 5-10)	8,377,433.	10,180,669.
16a		Professional fundraising fees (Part IX, column (A), line 11e)	0.	0.
b		Total fundraising expenses (Part IX, column (D), line 25)	0.	
17		Other expenses (Part IX, column (A), lines 11a-11d, 11f-24e)	8,492,679.	7,498,272.
18		Total expenses. Add lines 13-17 (must equal Part IX, column (A), line 25)	20,956,263.	19,085,336.
19		Revenue less expenses. Subtract line 18 from line 12	-205,038.	41,382.
Net Assets or Fund Balances	20	Total assets (Part X, line 16)	Beginning of Current Year 5,203,796.	End of Year 4,950,871.
	21	Total liabilities (Part X, line 26)	4,438,638.	4,142,815.
	22	Net assets or fund balances. Subtract line 21 from line 20	765,158.	808,056.

Part II Signature Block

Under penalties of perjury, I declare that I have examined this return, including accompanying schedules and statements, and to the best of my knowledge and belief, it is true, correct, and complete. Declaration of preparer (other than officer) is based on all information of which preparer has any knowledge.

Sign Here	Signature of officer		Date		
	SHEILA DOYLE, CFO/CO-INTERIM CEO				
Paid Preparer Use Only	Print/Type preparer's name	Preparer's signature	Date	Check if self-employed	PTIN
	CORINNE LAROCHE	CORINNE LAROCHE	12/19/24		P01500189
Preparer Use Only	Firm's name	Firm's EIN			
	JAMES MOORE & CO., P.L.	59-3204548			
Preparer Use Only	Firm's address	Phone no.			
	5931 NW 1ST PL GAINESVILLE, FL 32607-2063	352-378-1331			

May the IRS discuss this return with the preparer shown above? See instructions

☒ Yes ☐ No

Part III Statement of Program Service Accomplishments

Check if Schedule O contains a response or note to any line in this Part III

☒

- 1**
- Briefly describe the organization's mission:

SEE SCHEDULE O

- 2**
- Did the organization undertake any significant program services during the year which were not listed on the prior Form 990 or 990-EZ?

☐ Yes ☒ No

If "Yes," describe these new services on Schedule O.

- 3**
- Did the organization cease conducting, or make significant changes in how it conducts, any program services?

☐ Yes ☒ No

If "Yes," describe these changes on Schedule O.

- 4**
- Describe the organization's program service accomplishments for each of its three largest program services, as measured by expenses. Section 501(c)(3) and 501(c)(4) organizations are required to report the amount of grants and allocations to others, the total expenses, and revenue, if any, for each program service reported.

4a (Code:) (Expenses \$ 7,726,864. including grants of \$ 1,123,912.) (Revenue \$)
WORKFORCE INNOVATION AND OPPORTUNITY ACT - STRIVES TO MEET THE NEEDS OF PARTICIPANTS IN GAINING SKILLS, TRAINING, WORK AND EXPERIENCE THAT WILL INCREASE PROGRAM PARTICIPANTS ABILITY TO OBTAIN SELF SUFFICIENCY.

4b (Code:) (Expenses \$ 4,928,511. including grants of \$ 60,609.) (Revenue \$)
THE TEMPORARY ASSISTANCE FOR NEEDY FAMILIES (TANF) PROGRAM - PROVIDES TEMPORARY FINANCIAL ASSISTANCE FOR PREGNANT WOMEN AND FAMILIES WITH ONE OR MORE DEPENDENT CHILDREN. TANF PROVIDES FINANCIAL ASSISTANCE TO HELP PAY FOR FOOD, SHELTER, UTILITIES, AND EXPENSES OTHER THAN MEDICAL.

4c (Code:) (Expenses \$ 2,069,501. including grants of \$) (Revenue \$)
WAGNER-PEYSER ACT FUNDED WORKFORCE PREPARATION SERVICES - GENERAL WAGNER-PEYSER ACT FUNDED WORKFORCE PREPARATION SERVICES ARE AN INTEGRATED COMPONENT OF THE NATION'S ONE-STOP CAREER CENTER SYSTEM. THEY ARE COORDINATED WITH OTHER ADULT PROGRAMS UNDER THE WORKFORCE INVESTMENT ACT TO ENSURE THAT JOB SEEKERS, WORKERS, AND EMPLOYERS HAVE CONVENIENT AND COMPREHENSIVE ACCESS TO A FULL CONTINUUM OF WORKFORCE-RELATED SERVICES. THE MOST DISTINGUISHING FEATURE OF THE WAGNER-PEYSER EMPLOYMENT SERVICE IS THAT IT IS THE ONLY "UNIVERSALLY ACCESSIBLE" PUBLIC WORKFORCE PROGRAM.

- 4d**
- Other program services (Describe on Schedule O.)

(Expenses \$ 3,062,172. including grants of \$ 221,874.) (Revenue \$ 47,088.)**4e** Total program service expenses 17,787,048.

Part IV Checklist of Required Schedules

	Yes	No
1 Is the organization described in section 501(c)(3) or 4947(a)(1) (other than a private foundation)? <i>If "Yes," complete Schedule A</i>	1 X	
2 Is the organization required to complete <i>Schedule B, Schedule of Contributors</i> ? See instructions	2 X	
3 Did the organization engage in direct or indirect political campaign activities on behalf of or in opposition to candidates for public office? <i>If "Yes," complete Schedule C, Part I</i>	3	X
4 Section 501(c)(3) organizations. Did the organization engage in lobbying activities, or have a section 501(h) election in effect during the tax year? <i>If "Yes," complete Schedule C, Part II</i>	4 X	
5 Is the organization a section 501(c)(4), 501(c)(5), or 501(c)(6) organization that receives membership dues, assessments, or similar amounts as defined in Rev. Proc. 98-19? <i>If "Yes," complete Schedule C, Part III</i>	5	X
6 Did the organization maintain any donor advised funds or any similar funds or accounts for which donors have the right to provide advice on the distribution or investment of amounts in such funds or accounts? <i>If "Yes," complete Schedule D, Part I</i>	6	X
7 Did the organization receive or hold a conservation easement, including easements to preserve open space, the environment, historic land areas, or historic structures? <i>If "Yes," complete Schedule D, Part II</i>	7	X
8 Did the organization maintain collections of works of art, historical treasures, or other similar assets? <i>If "Yes," complete Schedule D, Part III</i>	8	X
9 Did the organization report an amount in Part X, line 21, for escrow or custodial account liability; serve as a custodian for amounts not listed in Part X; or provide credit counseling, debt management, credit repair, or debt negotiation services? <i>If "Yes," complete Schedule D, Part IV</i>	9	X
10 Did the organization, directly or through a related organization, hold assets in donor-restricted endowments or in quasi-endowments? <i>If "Yes," complete Schedule D, Part V</i>	10	X
11 If the organization's answer to any of the following questions is "Yes," then complete Schedule D, Parts VI, VII, VIII, IX, or X, as applicable.		
a Did the organization report an amount for land, buildings, and equipment in Part X, line 10? <i>If "Yes," complete Schedule D, Part VI</i>	11a X	
b Did the organization report an amount for investments - other securities in Part X, line 12, that is 5% or more of its total assets reported in Part X, line 16? <i>If "Yes," complete Schedule D, Part VII</i>	11b	X
c Did the organization report an amount for investments - program related in Part X, line 13, that is 5% or more of its total assets reported in Part X, line 16? <i>If "Yes," complete Schedule D, Part VIII</i>	11c	X
d Did the organization report an amount for other assets in Part X, line 15, that is 5% or more of its total assets reported in Part X, line 16? <i>If "Yes," complete Schedule D, Part IX</i>	11d	X
e Did the organization report an amount for other liabilities in Part X, line 25? <i>If "Yes," complete Schedule D, Part X</i>	11e X	
f Did the organization's separate or consolidated financial statements for the tax year include a footnote that addresses the organization's liability for uncertain tax positions under FIN 48 (ASC 740)? <i>If "Yes," complete Schedule D, Part X</i>	11f X	
12a Did the organization obtain separate, independent audited financial statements for the tax year? <i>If "Yes," complete Schedule D, Parts XI and XII</i>	12a X	
b Was the organization included in consolidated, independent audited financial statements for the tax year? <i>If "Yes," and if the organization answered "No" to line 12a, then completing Schedule D, Parts XI and XII is optional</i>	12b	X
13 Is the organization a school described in section 170(b)(1)(A)(ii)? <i>If "Yes," complete Schedule E</i>	13	X
14a Did the organization maintain an office, employees, or agents outside of the United States?	14a	X
b Did the organization have aggregate revenues or expenses of more than \$10,000 from grantmaking, fundraising, business, investment, and program service activities outside the United States, or aggregate foreign investments valued at \$100,000 or more? <i>If "Yes," complete Schedule F, Parts I and IV</i>	14b	X
15 Did the organization report on Part IX, column (A), line 3, more than \$5,000 of grants or other assistance to or for any foreign organization? <i>If "Yes," complete Schedule F, Parts II and IV</i>	15	X
16 Did the organization report on Part IX, column (A), line 3, more than \$5,000 of aggregate grants or other assistance to or for foreign individuals? <i>If "Yes," complete Schedule F, Parts III and IV</i>	16	X
17 Did the organization report a total of more than \$15,000 of expenses for professional fundraising services on Part IX, column (A), lines 6 and 11e? <i>If "Yes," complete Schedule G, Part I. See instructions</i>	17	X
18 Did the organization report more than \$15,000 total of fundraising event gross income and contributions on Part VIII, lines 1c and 8a? <i>If "Yes," complete Schedule G, Part II</i>	18	X
19 Did the organization report more than \$15,000 of gross income from gaming activities on Part VIII, line 9a? <i>If "Yes," complete Schedule G, Part III</i>	19	X
20a Did the organization operate one or more hospital facilities? <i>If "Yes," complete Schedule H</i>	20a	X
b If "Yes" to line 20a, did the organization attach a copy of its audited financial statements to this return?	20b	
21 Did the organization report more than \$5,000 of grants or other assistance to any domestic organization or domestic government on Part IX, column (A), line 1? <i>If "Yes," complete Schedule I, Parts I and II</i>	21 X	

Part IV Checklist of Required Schedules (continued)

	Yes	No
22 Did the organization report more than \$5,000 of grants or other assistance to or for domestic individuals on Part IX, column (A), line 2? <i>If "Yes," complete Schedule I, Parts I and III</i>	22	X
23 Did the organization answer "Yes" to Part VII, Section A, line 3, 4, or 5, about compensation of the organization's current and former officers, directors, trustees, key employees, and highest compensated employees? <i>If "Yes," complete Schedule J</i>	23	X
24a Did the organization have a tax-exempt bond issue with an outstanding principal amount of more than \$100,000 as of the last day of the year, that was issued after December 31, 2002? <i>If "Yes," answer lines 24b through 24d and complete Schedule K. If "No," go to line 25a</i>	24a	X
b Did the organization invest any proceeds of tax-exempt bonds beyond a temporary period exception?	24b	
c Did the organization maintain an escrow account other than a refunding escrow at any time during the year to defease any tax-exempt bonds?	24c	
d Did the organization act as an "on behalf of" issuer for bonds outstanding at any time during the year?	24d	
25a Section 501(c)(3), 501(c)(4), and 501(c)(29) organizations. Did the organization engage in an excess benefit transaction with a disqualified person during the year? <i>If "Yes," complete Schedule L, Part I</i>	25a	X
b Is the organization aware that it engaged in an excess benefit transaction with a disqualified person in a prior year, and that the transaction has not been reported on any of the organization's prior Forms 990 or 990-EZ? <i>If "Yes," complete Schedule L, Part I</i>	25b	X
26 Did the organization report any amount on Part X, line 5 or 22, for receivables from or payables to any current or former officer, director, trustee, key employee, creator or founder, substantial contributor, or 35% controlled entity or family member of any of these persons? <i>If "Yes," complete Schedule L, Part II</i>	26	X
27 Did the organization provide a grant or other assistance to any current or former officer, director, trustee, key employee, creator or founder, substantial contributor or employee thereof, a grant selection committee member, or to a 35% controlled entity (including an employee thereof) or family member of any of these persons? <i>If "Yes," complete Schedule L, Part III</i>	27	X
28 Was the organization a party to a business transaction with one of the following parties? (See the Schedule L, Part IV, instructions for applicable filing thresholds, conditions, and exceptions):		
a A current or former officer, director, trustee, key employee, creator or founder, or substantial contributor? <i>If "Yes," complete Schedule L, Part IV</i>	28a	X
b A family member of any individual described in line 28a? <i>If "Yes," complete Schedule L, Part IV</i>	28b	X
c A 35% controlled entity of one or more individuals and/or organizations described in line 28a or 28b? <i>If "Yes," complete Schedule L, Part IV</i>	28c	X
29 Did the organization receive more than \$25,000 in noncash contributions? <i>If "Yes," complete Schedule M</i>	29	X
30 Did the organization receive contributions of art, historical treasures, or other similar assets, or qualified conservation contributions? <i>If "Yes," complete Schedule M</i>	30	X
31 Did the organization liquidate, terminate, or dissolve and cease operations? <i>If "Yes," complete Schedule N, Part I</i>	31	X
32 Did the organization sell, exchange, dispose of, or transfer more than 25% of its net assets? <i>If "Yes," complete Schedule N, Part II</i>	32	X
33 Did the organization own 100% of an entity disregarded as separate from the organization under Regulations sections 301.7701-2 and 301.7701-3? <i>If "Yes," complete Schedule R, Part I</i>	33	X
34 Was the organization related to any tax-exempt or taxable entity? <i>If "Yes," complete Schedule R, Part II, III, or IV, and Part V, line 1</i>	34	X
35a Did the organization have a controlled entity within the meaning of section 512(b)(13)?	35a	X
b If "Yes" to line 35a, did the organization receive any payment from or engage in any transaction with a controlled entity within the meaning of section 512(b)(13)? <i>If "Yes," complete Schedule R, Part V, line 2</i>	35b	
36 Section 501(c)(3) organizations. Did the organization make any transfers to an exempt non-charitable related organization? <i>If "Yes," complete Schedule R, Part V, line 2</i>	36	X
37 Did the organization conduct more than 5% of its activities through an entity that is not a related organization and that is treated as a partnership for federal income tax purposes? <i>If "Yes," complete Schedule R, Part VI</i>	37	X
38 Did the organization complete Schedule O and provide explanations on Schedule O for Part VI, lines 11b and 19?	38	X

Note: All Form 990 filers are required to complete Schedule O

Part V Statements Regarding Other IRS Filings and Tax ComplianceCheck if Schedule O contains a response or note to any line in this Part V ☐

	Yes	No
1a Enter the number reported in box 3 of Form 1096. Enter -0- if not applicable	1a	22
b Enter the number of Forms W-2G included on line 1a. Enter -0- if not applicable	1b	0
c Did the organization comply with backup withholding rules for reportable payments to vendors and reportable gaming (gambling) winnings to prize winners?	1c	X

Part V Statements Regarding Other IRS Filings and Tax Compliance (continued)

	Yes	No
2a Enter the number of employees reported on Form W-3, Transmittal of Wage and Tax Statements, filed for the calendar year ending with or within the year covered by this return	2a	625
b If at least one is reported on line 2a, did the organization file all required federal employment tax returns?	2b	X
3a Did the organization have unrelated business gross income of \$1,000 or more during the year?	3a	X
b If "Yes," has it filed a Form 990-T for this year? If "No" to line 3b, provide an explanation on Schedule O	3b	
4a At any time during the calendar year, did the organization have an interest in, or a signature or other authority over, a financial account in a foreign country (such as a bank account, securities account, or other financial account)?	4a	X
b If "Yes," enter the name of the foreign country See instructions for filing requirements for FinCEN Form 114, Report of Foreign Bank and Financial Accounts (FBAR).		
5a Was the organization a party to a prohibited tax shelter transaction at any time during the tax year?	5a	X
b Did any taxable party notify the organization that it was or is a party to a prohibited tax shelter transaction?	5b	X
c If "Yes" to line 5a or 5b, did the organization file Form 8886-T?	5c	
6a Does the organization have annual gross receipts that are normally greater than \$100,000, and did the organization solicit any contributions that were not tax deductible as charitable contributions?	6a	X
b If "Yes," did the organization include with every solicitation an express statement that such contributions or gifts were not tax deductible?	6b	
7 Organizations that may receive deductible contributions under section 170(c).		
a Did the organization receive a payment in excess of \$75 made partly as a contribution and partly for goods and services provided to the payor?	7a	X
b If "Yes," did the organization notify the donor of the value of the goods or services provided?	7b	
c Did the organization sell, exchange, or otherwise dispose of tangible personal property for which it was required to file Form 8282?	7c	X
d If "Yes," indicate the number of Forms 8282 filed during the year	7d	
e Did the organization receive any funds, directly or indirectly, to pay premiums on a personal benefit contract?	7e	X
f Did the organization, during the year, pay premiums, directly or indirectly, on a personal benefit contract?	7f	X
g If the organization received a contribution of qualified intellectual property, did the organization file Form 8899 as required?	7g	
h If the organization received a contribution of cars, boats, airplanes, or other vehicles, did the organization file a Form 1098-C?	7h	
8 Sponsoring organizations maintaining donor advised funds. Did a donor advised fund maintained by the sponsoring organization have excess business holdings at any time during the year?	8	
9 Sponsoring organizations maintaining donor advised funds.		
a Did the sponsoring organization make any taxable distributions under section 4966?	9a	
b Did the sponsoring organization make a distribution to a donor, donor advisor, or related person?	9b	
10 Section 501(c)(7) organizations. Enter:		
a Initiation fees and capital contributions included on Part VIII, line 12	10a	
b Gross receipts, included on Form 990, Part VIII, line 12, for public use of club facilities	10b	
11 Section 501(c)(12) organizations. Enter:		
a Gross income from members or shareholders	11a	
b Gross income from other sources. (Do not net amounts due or paid to other sources against amounts due or received from them.)	11b	
12a Section 4947(a)(1) non-exempt charitable trusts. Is the organization filing Form 990 in lieu of Form 1041?	12a	
b If "Yes," enter the amount of tax-exempt interest received or accrued during the year	12b	
13 Section 501(c)(29) qualified nonprofit health insurance issuers.		
a Is the organization licensed to issue qualified health plans in more than one state? Note: See the instructions for additional information the organization must report on Schedule O.	13a	
b Enter the amount of reserves the organization is required to maintain by the states in which the organization is licensed to issue qualified health plans	13b	
c Enter the amount of reserves on hand	13c	
14a Did the organization receive any payments for indoor tanning services during the tax year?	14a	X
b If "Yes," has it filed a Form 720 to report these payments? If "No," provide an explanation on Schedule O	14b	
15 Is the organization subject to the section 4960 tax on payment(s) of more than \$1,000,000 in remuneration or excess parachute payment(s) during the year? If "Yes," see the instructions and file Form 4720, Schedule N.	15	X
16 Is the organization an educational institution subject to the section 4968 excise tax on net investment income? If "Yes," complete Form 4720, Schedule O.	16	X
17 Section 501(c)(21) organizations. Did the trust, or any disqualified or other person engage in any activities that would result in the imposition of an excise tax under section 4951, 4952 or 4953? If "Yes," complete Form 6069.	17	

Part VI Governance, Management, and Disclosure. For each "Yes" response to lines 2 through 7b below, and for a "No" response to line 8a, 8b, or 10b below, describe the circumstances, processes, or changes on Schedule O. See instructions.

Check if Schedule O contains a response or note to any line in this Part VI

☒**Section A. Governing Body and Management**

	1a	1b	Yes	No
1a Enter the number of voting members of the governing body at the end of the tax year	26			
If there are material differences in voting rights among members of the governing body, or if the governing body delegated broad authority to an executive committee or similar committee, explain on Schedule O.				
b Enter the number of voting members included on line 1a, above, who are independent		26		
2 Did any officer, director, trustee, or key employee have a family relationship or a business relationship with any other officer, director, trustee, or key employee?				X
3 Did the organization delegate control over management duties customarily performed by or under the direct supervision of officers, directors, trustees, or key employees to a management company or other person?				X
4 Did the organization make any significant changes to its governing documents since the prior Form 990 was filed?				X
5 Did the organization become aware during the year of a significant diversion of the organization's assets?				X
6 Did the organization have members or stockholders?				X
7a Did the organization have members, stockholders, or other persons who had the power to elect or appoint one or more members of the governing body?			X	
b Are any governance decisions of the organization reserved to (or subject to approval by) members, stockholders, or persons other than the governing body?			X	
8 Did the organization contemporaneously document the meetings held or written actions undertaken during the year by the following:				
a The governing body?			X	
b Each committee with authority to act on behalf of the governing body?			X	
9 Is there any officer, director, trustee, or key employee listed in Part VII, Section A, who cannot be reached at the organization's mailing address? If "Yes," provide the names and addresses on Schedule O				X

Section B. Policies (This Section B requests information about policies not required by the Internal Revenue Code.)

	Yes	No
10a Did the organization have local chapters, branches, or affiliates?		X
b If "Yes," did the organization have written policies and procedures governing the activities of such chapters, affiliates, and branches to ensure their operations are consistent with the organization's exempt purposes?		
11a Has the organization provided a complete copy of this Form 990 to all members of its governing body before filing the form?	X	
b Describe on Schedule O the process, if any, used by the organization to review this Form 990.		
12a Did the organization have a written conflict of interest policy? If "No," go to line 13	X	
b Were officers, directors, or trustees, and key employees required to disclose annually interests that could give rise to conflicts?	X	
c Did the organization regularly and consistently monitor and enforce compliance with the policy? If "Yes," describe on Schedule O how this was done	X	
13 Did the organization have a written whistleblower policy?	X	
14 Did the organization have a written document retention and destruction policy?	X	
15 Did the process for determining compensation of the following persons include a review and approval by independent persons, comparability data, and contemporaneous substantiation of the deliberation and decision?		
a The organization's CEO, Executive Director, or top management official	X	
b Other officers or key employees of the organization	X	
If "Yes" to line 15a or 15b, describe the process on Schedule O. See instructions.		
16a Did the organization invest in, contribute assets to, or participate in a joint venture or similar arrangement with a taxable entity during the year?		X
b If "Yes," did the organization follow a written policy or procedure requiring the organization to evaluate its participation in joint venture arrangements under applicable federal tax law, and take steps to safeguard the organization's exempt status with respect to such arrangements?		

Section C. Disclosure

17 List the states with which a copy of this Form 990 is required to be filed **NONE**

18 Section 6104 requires an organization to make its Forms 1023 (1024 or 1024-A, if applicable), 990, and 990-T (section 501(c)(3)s only) available for public inspection. Indicate how you made these available. Check all that apply.

☐ Own website ☐ Another's website ☒ Upon request ☐ Other (explain on Schedule O)

19 Describe on Schedule O whether (and if so, how) the organization made its governing documents, conflict of interest policy, and financial statements available to the public during the tax year.

20 State the name, address, and telephone number of the person who possesses the organization's books and records

SHEILA DOYLE - 813-397-2077
4350 W CYPRESS STREET, 875, TAMPA, FL 33634-6392

Part VII Compensation of Officers, Directors, Trustees, Key Employees, Highest Compensated Employees, and Independent ContractorsCheck if Schedule O contains a response or note to any line in this Part VII ☐**Section A. Officers, Directors, Trustees, Key Employees, and Highest Compensated Employees****1a** Complete this table for all persons required to be listed. Report compensation for the calendar year ending with or within the organization's tax year.

- List all of the organization's **current** officers, directors, trustees (whether individuals or organizations), regardless of amount of compensation. Enter -0- in columns (D), (E), and (F) if no compensation was paid.

- List all of the organization's **current** key employees, if any. See the instructions for definition of "key employee."

- List the organization's five **current** highest compensated employees (other than an officer, director, trustee, or key employee) who received reportable compensation (box 5 of Form W-2, box 6 of Form 1099-MISC, and/or box 1 of Form 1099-NEC) of more than \$100,000 from the organization and any related organizations.

- List all of the organization's **former** officers, key employees, and highest compensated employees who received more than \$100,000 of reportable compensation from the organization and any related organizations.

- List all of the organization's **former directors or trustees** that received, in the capacity as a former director or trustee of the organization, more than \$10,000 of reportable compensation from the organization and any related organizations.

See the instructions for the order in which to list the persons above.

☐ Check this box if neither the organization nor any related organization compensated any current officer, director, or trustee.

(A) Name and title	(B) Average hours per week (list any hours for related organizations below line)	(C) Position (do not check more than one box, unless person is both an officer and a director/trustee)						(D) Reportable compensation from the organization (W-2/1099-MISC/1099-NEC)	(E) Reportable compensation from related organizations (W-2/1099-MISC/1099-NEC)	(F) Estimated amount of other compensation from the organization and related organizations
		Individual trustee or director	Institutional trustee	Officer	Key employee	Highest compensated employee	Former			
(1) JOHN FLANAGAN CHIEF EXECUTIVE OFFICER	40.00			X				258,677.	0.	47,440.
(2) SHEILA DOYLE CHIEF FINANCIAL OFFICER	40.00			X				191,659.	0.	27,035.
(3) BYRON CLAYTON CHIEF OF SECTOR PARTNERSHIP	40.00			X				170,381.	0.	37,141.
(4) MICHELLE ZIEZUILA CHIEF OPERATING OFFICER	40.00			X				167,729.	0.	27,877.
(5) ANNA MUNRO VP OF FISCAL AND ADMINISTRATIVE COMP	40.00				X			140,806.	0.	30,402.
(6) APRIL TORREGIANTE VP OF PROGRAM SERVICES	40.00				X			123,040.	0.	17,573.
(7) BARRY MARTIN VP OF HR & PROFESSIONAL DEVELOPMENT	40.00				X			119,299.	0.	31,116.
(8) CHAD KUNERTH VP, MIS & DATA SERVICES	40.00				X			119,258.	0.	20,301.
(9) DONALD SHEPHERD SENIOR DIRECTOR OF PROGRAMS	40.00				X			116,294.	0.	9,881.
(10) SEAN BUTLER CHAIR	1.00	X		X				0.	0.	0.
(11) JOSHUA WOSTAL 2ND VICE CHAIR, AS OF 11/15/2023	1.00	X		X				0.	0.	0.
(12) GARY HARTFIELD TREASURER	1.00	X		X				0.	0.	0.
(13) MITCH ALLEN MEMBER	1.00	X						0.	0.	0.
(14) MEREDETH ABEL MEMBER	1.00	X						0.	0.	0.
(15) ROBERT BLOUNT MEMBER	1.00	X						0.	0.	0.
(16) WARREN BROOKS MEMBER	1.00	X						0.	0.	0.
(17) STEPHANIE T. BROWN-GILMORE MEMBER	1.00	X						0.	0.	0.

Part VII Section A. Officers, Directors, Trustees, Key Employees, and Highest Compensated Employees (continued)

(A) Name and title	(B) Average hours per week (list any hours for related organizations below line)	(C) Position (do not check more than one box, unless person is both an officer and a director/trustee)						(D) Reportable compensation from the organization (W-2/1099-MISC/1099-NEC)	(E) Reportable compensation from related organizations (W-2/1099-MISC/1099-NEC)	(F) Estimated amount of other compensation from the organization and related organizations
		Individual trustee or director	Institutional trustee	Officer	Key employee	Highest compensated employee	Former			
(18) JOSEPH ELETTO MEMBER	1.00	X						0.	0.	0.
(19) ELIZABETH GUTIERREZ MEMBER	1.00	X						0.	0.	0.
(20) BENJAMIN HOM VICE CHAIR, AS OF 2/15/2024	1.00	X		X				0.	0.	0.
(21) JOHN T.R. HOWELL MEMBER	1.00	X						0.	0.	0.
(22) JIM JUNECKO MEMBER	1.00	X						0.	0.	0.
(23) BRIAN MANN MEMBER	1.00	X						0.	0.	0.
(24) APRIL NEUMANN SECRETARY, AS OF 2/15/2024	1.00	X		X				0.	0.	0.
(25) ROY D. SWEATMAN MEMBER	1.00	X						0.	0.	0.
(26) THAYNE SWENSON III MEMBER	1.00	X						0.	0.	0.
1b Subtotal								1,407,143.	0.	248,766.
c Total from continuation sheets to Part VII, Section A								0.	0.	0.
d Total (add lines 1b and 1c)								1,407,143.	0.	248,766.

2 Total number of individuals (including but not limited to those listed above) who received more than \$100,000 of reportable compensation from the organization

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- 3** Did the organization list any **former** officer, director, trustee, key employee, or highest compensated employee on line 1a? If "Yes," complete Schedule J for such individual
- 4** For any individual listed on line 1a, is the sum of reportable compensation and other compensation from the organization and related organizations greater than \$150,000? If "Yes," complete Schedule J for such individual
- 5** Did any person listed on line 1a receive or accrue compensation from any unrelated organization or individual for services rendered to the organization? If "Yes," complete Schedule J for such person

	Yes	No
3		X
4	X	
5		X

Section B. Independent Contractors

1 Complete this table for your five highest compensated independent contractors that received more than \$100,000 of compensation from the organization. Report compensation for the calendar year ending with or within the organization's tax year.

(A) Name and business address	(B) Description of services	(C) Compensation
HIGHWOODS REALTY LIMITED PARTNERSHIP, 3100 SMOKETREE COURT, SUITE 600, RALEIGH, NC	RENT	232,944.
TOROSE 6302, LLC, 1331 BRICKELL BAY DR, APT 3101, MIAMI, FL 33131	RENT	191,176.
RESULTANT, LLC, 800 E. 96TH STREET, SUITE 100, INDIANAPOLIS, IN 46240	DATA & TECHNOLOGY CONSULTING SERVICES	116,058.

2 Total number of independent contractors (including but not limited to those listed above) who received more than \$100,000 of compensation from the organization

3

SEE PART VII, SECTION A CONTINUATION SHEETS

Form 990 (2023)

Section A. Officers, Directors, Trustees, Key Employees, and Highest Compensated Employees (continued)

332201
04-01-23

Part VIII Statement of RevenueCheck if Schedule O contains a response or note to any line in this Part VIII ☐

				(A) Total revenue	(B) Related or exempt function revenue	(C) Unrelated business revenue	(D) Revenue excluded from tax under sections 512 - 514
Contributions, Gifts, Grants and Other Similar Amounts	1 a Federated campaigns	1a	91,090.				
	b Membership dues	1b					
	c Fundraising events	1c					
	d Related organizations	1d					
	e Government grants (contributions)	1e	18,888,262.				
	f All other contributions, gifts, grants, and similar amounts not included above ...	1f	99,648.				
	g Noncash contributions included in lines 1a-1f	1g	\$				
	h Total. Add lines 1a-1f						
Program Service Revenue	2 a TICKET TO WORK	Business Code 900099		34,948.	34,948.		
	b						
	c						
	d						
	e						
	f All other program service revenue						
	g Total. Add lines 2a-2f			34,948.			
	Other Revenue	3 Investment income (including dividends, interest, and other similar amounts)			630.		
4 Income from investment of tax-exempt bond proceeds							
5 Royalties							
6 a Gross rents		6a	(i) Real (ii) Personal				
b Less: rental expenses ...		6b					
c Rental income or (loss)		6c					
d Net rental income or (loss)							
7 a Gross amount from sales of assets other than inventory		7a	(i) Securities (ii) Other				
b Less: cost or other basis and sales expenses		7b					
c Gain or (loss)		7c					
d Net gain or (loss)							
8 a Gross income from fundraising events (not including \$ _____ of contributions reported on line 1c). See Part IV, line 18		8a					
b Less: direct expenses		8b					
c Net income or (loss) from fundraising events							
9 a Gross income from gaming activities. See Part IV, line 19		9a					
b Less: direct expenses		9b					
c Net income or (loss) from gaming activities							
10 a Gross sales of inventory, less returns and allowances	10a						
b Less: cost of goods sold	10b						
c Net income or (loss) from sales of inventory							
Miscellaneous Revenue	11 a TOBACCO FREE FLORIDA & FLORIDA RE	Business Code		12,140.	12,140.		
	b						
	c						
	d All other revenue						
	e Total. Add lines 11a-11d			12,140.			
	12 Total revenue. See instructions			19,126,718.	47,088.	0.	630.

Part IX Statement of Functional Expenses

Section 501(c)(3) and 501(c)(4) organizations must complete all columns. All other organizations must complete column (A).

Check if Schedule O contains a response or note to any line in this Part IX

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Do not include amounts reported on lines 6b, 7b, 8b, 9b, and 10b of Part VIII.	(A) Total expenses	(B) Program service expenses	(C) Management and general expenses	(D) Fundraising expenses
1 Grants and other assistance to domestic organizations and domestic governments. See Part IV, line 21	1,406,395.	1,406,395.		
2 Grants and other assistance to domestic individuals. See Part IV, line 22				
3 Grants and other assistance to foreign organizations, foreign governments, and foreign individuals. See Part IV, lines 15 and 16				
4 Benefits paid to or for members				
5 Compensation of current officers, directors, trustees, and key employees	776,691.	706,691.	70,000.	
6 Compensation not included above to disqualified persons (as defined under section 4958(f)(1)) and persons described in section 4958(c)(3)(B)				
7 Other salaries and wages	7,326,321.	6,695,133.	631,188.	
8 Pension plan accruals and contributions (include section 401(k) and 403(b) employer contributions)	384,672.	339,072.	45,600.	
9 Other employee benefits	1,095,831.	1,014,788.	81,043.	
10 Payroll taxes	597,154.	553,117.	44,037.	
11 Fees for services (nonemployees):				
a Management				
b Legal	151,701.		151,701.	
c Accounting	33,692.		33,692.	
d Lobbying	36,090.		36,090.	
e Professional fundraising services. See Part IV, line 17				
f Investment management fees				
g Other. (If line 11g amount exceeds 10% of line 25, column (A), amount, list line 11g expenses on Sch O.)	763,099.	721,572.	41,527.	
12 Advertising and promotion				
13 Office expenses	443,480.	421,932.	21,548.	
14 Information technology	806,634.	766,811.	39,823.	
15 Royalties				
16 Occupancy	1,549,814.	1,486,169.	63,645.	
17 Travel	119,112.	105,753.	13,359.	
18 Payments of travel or entertainment expenses for any federal, state, or local public officials				
19 Conferences, conventions, and meetings	69,485.	64,625.	4,860.	
20 Interest				
21 Payments to affiliates				
22 Depreciation, depletion, and amortization	173,595.	173,595.		
23 Insurance	127,754.	119,094.	8,660.	
24 Other expenses. Itemize expenses not covered above. (List miscellaneous expenses on line 24e. If line 24e amount exceeds 10% of line 25, column (A), amount, list line 24e expenses on Schedule O.)				
a CUSTOMER TRAINING	2,895,158.	2,895,158.		
b COMMUNITY OUTREACH	237,357.	237,357.		
c STAFF TRAINING & EDUCAT	52,182.	51,554.	628.	
d LICENSES & OTHER FEES	33,398.	22,643.	10,755.	
e All other expenses	5,721.	5,589.	132.	
25 Total functional expenses. Add lines 1 through 24e	19,085,336.	17,787,048.	1,298,288.	0.
26 Joint costs. Complete this line only if the organization reported in column (B) joint costs from a combined educational campaign and fundraising solicitation. Check here <input type="checkbox"/> if following SOP 98-2 (ASC 958-720)				

Part X Balance SheetCheck if Schedule O contains a response or note to any line in this Part X ☐

		(A) Beginning of year		(B) End of year
Assets	1 Cash - non-interest-bearing	631,915.	1	1,002,659.
	2 Savings and temporary cash investments	424,653.	2	496,059.
	3 Pledges and grants receivable, net	1,525,012.	3	806,498.
	4 Accounts receivable, net	64,641.	4	84,026.
	5 Loans and other receivables from any current or former officer, director, trustee, key employee, creator or founder, substantial contributor, or 35% controlled entity or family member of any of these persons		5	
	6 Loans and other receivables from other disqualified persons (as defined under section 4958(f)(1)), and persons described in section 4958(c)(3)(B)		6	
	7 Notes and loans receivable, net		7	
	8 Inventories for sale or use		8	
	9 Prepaid expenses and deferred charges	274,290.	9	614,909.
	10a Land, buildings, and equipment: cost or other basis. Complete Part VI of Schedule D	10a 2,811,261.		
	b Less: accumulated depreciation	10b 2,492,026.		
		261,810.	10c	319,235.
	11 Investments - publicly traded securities		11	
	12 Investments - other securities. See Part IV, line 11	22,507.	12	24,453.
	13 Investments - program-related. See Part IV, line 11		13	
	14 Intangible assets	1,998,968.	14	1,603,032.
15 Other assets. See Part IV, line 11		15		
16 Total assets. Add lines 1 through 15 (must equal line 33)	5,203,796.	16	4,950,871.	
Liabilities	17 Accounts payable and accrued expenses	2,090,134.	17	1,890,023.
	18 Grants payable		18	
	19 Deferred revenue	12,157.	19	5,150.
	20 Tax-exempt bond liabilities		20	
	21 Escrow or custodial account liability. Complete Part IV of Schedule D		21	
	22 Loans and other payables to any current or former officer, director, trustee, key employee, creator or founder, substantial contributor, or 35% controlled entity or family member of any of these persons		22	
	23 Secured mortgages and notes payable to unrelated third parties		23	
	24 Unsecured notes and loans payable to unrelated third parties		24	
	25 Other liabilities (including federal income tax, payables to related third parties, and other liabilities not included on lines 17-24). Complete Part X of Schedule D	2,336,347.	25	2,247,642.
	26 Total liabilities. Add lines 17 through 25	4,438,638.	26	4,142,815.
Net Assets or Fund Balances	Organizations that follow FASB ASC 958, check here <input checked="" type="checkbox"/> and complete lines 27, 28, 32, and 33.			
	27 Net assets without donor restrictions	765,158.	27	808,056.
	28 Net assets with donor restrictions		28	
	Organizations that do not follow FASB ASC 958, check here <input type="checkbox"/> and complete lines 29 through 33.			
	29 Capital stock or trust principal, or current funds		29	
	30 Paid-in or capital surplus, or land, building, or equipment fund		30	
	31 Retained earnings, endowment, accumulated income, or other funds		31	
	32 Total net assets or fund balances	765,158.	32	808,056.
	33 Total liabilities and net assets/fund balances	5,203,796.	33	4,950,871.

Form 990 (2023)

Part XI Reconciliation of Net AssetsCheck if Schedule O contains a response or note to any line in this Part XI ☐

1	Total revenue (must equal Part VIII, column (A), line 12)	1	19,126,718.
2	Total expenses (must equal Part IX, column (A), line 25)	2	19,085,336.
3	Revenue less expenses. Subtract line 2 from line 1	3	41,382.
4	Net assets or fund balances at beginning of year (must equal Part X, line 32, column (A))	4	765,158.
5	Net unrealized gains (losses) on investments	5	1,516.
6	Donated services and use of facilities	6	
7	Investment expenses	7	
8	Prior period adjustments	8	
9	Other changes in net assets or fund balances (explain on Schedule O)	9	0.
10	Net assets or fund balances at end of year. Combine lines 3 through 9 (must equal Part X, line 32, column (B))	10	808,056.

Part XII Financial Statements and ReportingCheck if Schedule O contains a response or note to any line in this Part XII ☐

	Yes	No
1 Accounting method used to prepare the Form 990: <input type="checkbox"/> Cash <input checked="" type="checkbox"/> Accrual <input type="checkbox"/> Other _____ If the organization changed its method of accounting from a prior year or checked "Other," explain on Schedule O.		
2a Were the organization's financial statements compiled or reviewed by an independent accountant? _____ If "Yes," check a box below to indicate whether the financial statements for the year were compiled or reviewed on a separate basis, consolidated basis, or both: <input type="checkbox"/> Separate basis <input type="checkbox"/> Consolidated basis <input type="checkbox"/> Both consolidated and separate basis	2a	X
b Were the organization's financial statements audited by an independent accountant? _____ If "Yes," check a box below to indicate whether the financial statements for the year were audited on a separate basis, consolidated basis, or both: <input checked="" type="checkbox"/> Separate basis <input type="checkbox"/> Consolidated basis <input type="checkbox"/> Both consolidated and separate basis	2b	X
c If "Yes" to line 2a or 2b, does the organization have a committee that assumes responsibility for oversight of the audit, review, or compilation of its financial statements and selection of an independent accountant? _____ If the organization changed either its oversight process or selection process during the tax year, explain on Schedule O.	2c	X
3a As a result of a federal award, was the organization required to undergo an audit or audits as set forth in the Uniform Guidance, 2 C.F.R. Part 200, Subpart F? _____	3a	X
b If "Yes," did the organization undergo the required audit or audits? If the organization did not undergo the required audit or audits, explain why on Schedule O and describe any steps taken to undergo such audits _____	3b	X

Form 990 (2023)

SCHEDULE A
(Form 990)

Department of the Treasury
Internal Revenue Service

Public Charity Status and Public Support

Complete if the organization is a section 501(c)(3) organization or a section 4947(a)(1) nonexempt charitable trust.
Attach to Form 990 or Form 990-EZ.

Go to www.irs.gov/Form990 for instructions and the latest information.

OMB No. 1545-0047

2023

Open to Public
Inspection

Name of the organization

TAMPA BAY WORKFORCE ALLIANCE, INC.

Employer identification number

59-3655316

Part I Reason for Public Charity Status. (All organizations must complete this part.) See instructions.

The organization is not a private foundation because it is: (For lines 1 through 12, check only one box.)

- 1 ☐ A church, convention of churches, or association of churches described in **section 170(b)(1)(A)(i).**
- 2 ☐ A school described in **section 170(b)(1)(A)(ii).** (Attach Schedule E (Form 990).)
- 3 ☐ A hospital or a cooperative hospital service organization described in **section 170(b)(1)(A)(iii).**
- 4 ☐ A medical research organization operated in conjunction with a hospital described in **section 170(b)(1)(A)(iii).** Enter the hospital's name, city, and state: _____
- 5 ☐ An organization operated for the benefit of a college or university owned or operated by a governmental unit described in **section 170(b)(1)(A)(iv).** (Complete Part II.)
- 6 ☐ A federal, state, or local government or governmental unit described in **section 170(b)(1)(A)(v).**
- 7 ☒ An organization that normally receives a substantial part of its support from a governmental unit or from the general public described in **section 170(b)(1)(A)(vi).** (Complete Part II.)
- 8 ☐ A community trust described in **section 170(b)(1)(A)(vi).** (Complete Part II.)
- 9 ☐ An agricultural research organization described in **section 170(b)(1)(A)(ix)** operated in conjunction with a land-grant college or university or a non-land-grant college of agriculture (see instructions). Enter the name, city, and state of the college or university: _____
- 10 ☐ An organization that normally receives (1) more than 33 1/3% of its support from contributions, membership fees, and gross receipts from activities related to its exempt functions, subject to certain exceptions; and (2) no more than 33 1/3% of its support from gross investment income and unrelated business taxable income (less section 511 tax) from businesses acquired by the organization after June 30, 1975. See **section 509(a)(2).** (Complete Part III.)
- 11 ☐ An organization organized and operated exclusively to test for public safety. See **section 509(a)(4).**
- 12 ☐ An organization organized and operated exclusively for the benefit of, to perform the functions of, or to carry out the purposes of one or more publicly supported organizations described in **section 509(a)(1)** or **section 509(a)(2).** See **section 509(a)(3).** Check the box on lines 12a through 12d that describes the type of supporting organization and complete lines 12e, 12f, and 12g.
- a ☐ **Type I.** A supporting organization operated, supervised, or controlled by its supported organization(s), typically by giving the supported organization(s) the power to regularly appoint or elect a majority of the directors or trustees of the supporting organization. **You must complete Part IV, Sections A and B.**
- b ☐ **Type II.** A supporting organization supervised or controlled in connection with its supported organization(s), by having control or management of the supporting organization vested in the same persons that control or manage the supported organization(s). **You must complete Part IV, Sections A and C.**
- c ☐ **Type III functionally integrated.** A supporting organization operated in connection with, and functionally integrated with, its supported organization(s) (see instructions). **You must complete Part IV, Sections A, D, and E.**
- d ☐ **Type III non-functionally integrated.** A supporting organization operated in connection with its supported organization(s) that is not functionally integrated. The organization generally must satisfy a distribution requirement and an attentiveness requirement (see instructions). **You must complete Part IV, Sections A and D, and Part V.**
- e ☐ Check this box if the organization received a written determination from the IRS that it is a Type I, Type II, Type III functionally integrated, or Type III non-functionally integrated supporting organization.

f Enter the number of supported organizations _____

g Provide the following information about the supported organization(s).

(i) Name of supported organization	(ii) EIN	(iii) Type of organization (described on lines 1-10 above (see instructions))	(iv) Is the organization listed in your governing document?		(v) Amount of monetary support (see instructions)	(vi) Amount of other support (see instructions)
			Yes	No		
Total						

Part II Support Schedule for Organizations Described in Sections 170(b)(1)(A)(iv) and 170(b)(1)(A)(vi)

(Complete only if you checked the box on line 5, 7, or 8 of Part I or if the organization failed to qualify under Part III. If the organization fails to qualify under the tests listed below, please complete Part III.)

Section A. Public Support

Calendar year (or fiscal year beginning in)	(a) 2019	(b) 2020	(c) 2021	(d) 2022	(e) 2023	(f) Total
1 Gifts, grants, contributions, and membership fees received. (Do not include any "unusual grants.")	15575432.	29426985.	20105475.	20669364.	19079000.	104856256
2 Tax revenues levied for the organization's benefit and either paid to or expended on its behalf						
3 The value of services or facilities furnished by a governmental unit to the organization without charge						
4 Total. Add lines 1 through 3	15575432.	29426985.	20105475.	20669364.	19079000.	104856256
5 The portion of total contributions by each person (other than a governmental unit or publicly supported organization) included on line 1 that exceeds 2% of the amount shown on line 11, column (f)						
6 Public support. Subtract line 5 from line 4.						104856256

Section B. Total Support

Calendar year (or fiscal year beginning in)	(a) 2019	(b) 2020	(c) 2021	(d) 2022	(e) 2023	(f) Total
7 Amounts from line 4	15575432.	29426985.	20105475.	20669364.	19079000.	104856256
8 Gross income from interest, dividends, payments received on securities loans, rents, royalties, and income from similar sources				2,239.	630.	2,869.
9 Net income from unrelated business activities, whether or not the business is regularly carried on						
10 Other income. Do not include gain or loss from the sale of capital assets (Explain in Part VI.)						
11 Total support. Add lines 7 through 10						104859125
12 Gross receipts from related activities, etc. (see instructions)					12	619,470.
13 First 5 years. If the Form 990 is for the organization's first, second, third, fourth, or fifth tax year as a section 501(c)(3) organization, check this box and stop here						

Section C. Computation of Public Support Percentage

14 Public support percentage for 2023 (line 6, column (f), divided by line 11, column (f))	14	100.00	%
15 Public support percentage from 2022 Schedule A, Part II, line 14	15	100.00	%
16a 33 1/3% support test - 2023. If the organization did not check the box on line 13, and line 14 is 33 1/3% or more, check this box and stop here. The organization qualifies as a publicly supported organization			
			<input checked="" type="checkbox"/>
b 33 1/3% support test - 2022. If the organization did not check a box on line 13 or 16a, and line 15 is 33 1/3% or more, check this box and stop here. The organization qualifies as a publicly supported organization			
			<input type="checkbox"/>
17a 10% -facts-and-circumstances test - 2023. If the organization did not check a box on line 13, 16a, or 16b, and line 14 is 10% or more, and if the organization meets the facts-and-circumstances test, check this box and stop here. Explain in Part VI how the organization meets the facts-and-circumstances test. The organization qualifies as a publicly supported organization			
			<input type="checkbox"/>
b 10% -facts-and-circumstances test - 2022. If the organization did not check a box on line 13, 16a, 16b, or 17a, and line 15 is 10% or more, and if the organization meets the facts-and-circumstances test, check this box and stop here. Explain in Part VI how the organization meets the facts-and-circumstances test. The organization qualifies as a publicly supported organization			
			<input type="checkbox"/>
18 Private foundation. If the organization did not check a box on line 13, 16a, 16b, 17a, or 17b, check this box and see instructions			
			<input type="checkbox"/>

Schedule A (Form 990) 2023

Part III Support Schedule for Organizations Described in Section 509(a)(2)

(Complete only if you checked the box on line 10 of Part I or if the organization failed to qualify under Part II. If the organization fails to qualify under the tests listed below, please complete Part II.)

Section A. Public Support

Calendar year (or fiscal year beginning in)	(a) 2019	(b) 2020	(c) 2021	(d) 2022	(e) 2023	(f) Total
1 Gifts, grants, contributions, and membership fees received. (Do not include any "unusual grants.")						
2 Gross receipts from admissions, merchandise sold or services performed, or facilities furnished in any activity that is related to the organization's tax-exempt purpose						
3 Gross receipts from activities that are not an unrelated trade or business under section 513						
4 Tax revenues levied for the organization's benefit and either paid to or expended on its behalf						
5 The value of services or facilities furnished by a governmental unit to the organization without charge						
6 Total. Add lines 1 through 5						
7a Amounts included on lines 1, 2, and 3 received from disqualified persons						
b Amounts included on lines 2 and 3 received from other than disqualified persons that exceed the greater of \$5,000 or 1% of the amount on line 13 for the year						
c Add lines 7a and 7b						
8 Public support. (Subtract line 7c from line 6.)						

Section B. Total Support

Calendar year (or fiscal year beginning in)	(a) 2019	(b) 2020	(c) 2021	(d) 2022	(e) 2023	(f) Total
9 Amounts from line 6						
10a Gross income from interest, dividends, payments received on securities loans, rents, royalties, and income from similar sources						
b Unrelated business taxable income (less section 511 taxes) from businesses acquired after June 30, 1975						
c Add lines 10a and 10b						
11 Net income from unrelated business activities not included on line 10b, whether or not the business is regularly carried on						
12 Other income. Do not include gain or loss from the sale of capital assets (Explain in Part VI.)						
13 Total support. (Add lines 9, 10c, 11, and 12.)						

14 First 5 years. If the Form 990 is for the organization's first, second, third, fourth, or fifth tax year as a section 501(c)(3) organization, check this box and **stop here** ☐

Section C. Computation of Public Support Percentage

15 Public support percentage for 2023 (line 8, column (f), divided by line 13, column (f))	15	%
16 Public support percentage from 2022 Schedule A, Part III, line 15	16	%

Section D. Computation of Investment Income Percentage

17 Investment income percentage for 2023 (line 10c, column (f), divided by line 13, column (f))	17	%
18 Investment income percentage from 2022 Schedule A, Part III, line 17	18	%

19a 33 1/3% support tests - 2023. If the organization did not check the box on line 14, and line 15 is more than 33 1/3%, and line 17 is not more than 33 1/3%, check this box and **stop here**. The organization qualifies as a publicly supported organization ☐

b 33 1/3% support tests - 2022. If the organization did not check a box on line 14 or line 19a, and line 16 is more than 33 1/3%, and line 18 is not more than 33 1/3%, check this box and **stop here**. The organization qualifies as a publicly supported organization ☐

20 Private foundation. If the organization did not check a box on line 14, 19a, or 19b, check this box and see instructions ☐

Part IV Supporting Organizations

(Complete only if you checked a box on line 12 of Part I. If you checked box 12a, Part I, complete Sections A and B. If you checked box 12b, Part I, complete Sections A and C. If you checked box 12c, Part I, complete Sections A, D, and E. If you checked box 12d, Part I, complete Sections A and D, and complete Part V.)

Section A. All Supporting Organizations

	Yes	No
1 Are all of the organization's supported organizations listed by name in the organization's governing documents? <i>If "No," describe in Part VI how the supported organizations are designated. If designated by class or purpose, describe the designation. If historic and continuing relationship, explain.</i>		
2 Did the organization have any supported organization that does not have an IRS determination of status under section 509(a)(1) or (2)? <i>If "Yes," explain in Part VI how the organization determined that the supported organization was described in section 509(a)(1) or (2).</i>		
3a Did the organization have a supported organization described in section 501(c)(4), (5), or (6)? <i>If "Yes," answer lines 3b and 3c below.</i>		
b Did the organization confirm that each supported organization qualified under section 501(c)(4), (5), or (6) and satisfied the public support tests under section 509(a)(2)? <i>If "Yes," describe in Part VI when and how the organization made the determination.</i>		
c Did the organization ensure that all support to such organizations was used exclusively for section 170(c)(2)(B) purposes? <i>If "Yes," explain in Part VI what controls the organization put in place to ensure such use.</i>		
4a Was any supported organization not organized in the United States ("foreign supported organization")? <i>If "Yes," and if you checked box 12a or 12b in Part I, answer lines 4b and 4c below.</i>		
b Did the organization have ultimate control and discretion in deciding whether to make grants to the foreign supported organization? <i>If "Yes," describe in Part VI how the organization had such control and discretion despite being controlled or supervised by or in connection with its supported organizations.</i>		
c Did the organization support any foreign supported organization that does not have an IRS determination under sections 501(c)(3) and 509(a)(1) or (2)? <i>If "Yes," explain in Part VI what controls the organization used to ensure that all support to the foreign supported organization was used exclusively for section 170(c)(2)(B) purposes.</i>		
5a Did the organization add, substitute, or remove any supported organizations during the tax year? <i>If "Yes," answer lines 5b and 5c below (if applicable). Also, provide detail in Part VI, including (i) the names and EIN numbers of the supported organizations added, substituted, or removed; (ii) the reasons for each such action; (iii) the authority under the organization's organizing document authorizing such action; and (iv) how the action was accomplished (such as by amendment to the organizing document).</i>		
b Type I or Type II only. Was any added or substituted supported organization part of a class already designated in the organization's organizing document?		
c Substitutions only. Was the substitution the result of an event beyond the organization's control?		
6 Did the organization provide support (whether in the form of grants or the provision of services or facilities) to anyone other than (i) its supported organizations, (ii) individuals that are part of the charitable class benefited by one or more of its supported organizations, or (iii) other supporting organizations that also support or benefit one or more of the filing organization's supported organizations? <i>If "Yes," provide detail in Part VI.</i>		
7 Did the organization provide a grant, loan, compensation, or other similar payment to a substantial contributor (as defined in section 4958(c)(3)(C)), a family member of a substantial contributor, or a 35% controlled entity with regard to a substantial contributor? <i>If "Yes," complete Part I of Schedule L (Form 990).</i>		
8 Did the organization make a loan to a disqualified person (as defined in section 4958) not described on line 7? <i>If "Yes," complete Part I of Schedule L (Form 990).</i>		
9a Was the organization controlled directly or indirectly at any time during the tax year by one or more disqualified persons, as defined in section 4946 (other than foundation managers and organizations described in section 509(a)(1) or (2))? <i>If "Yes," provide detail in Part VI.</i>		
b Did one or more disqualified persons (as defined on line 9a) hold a controlling interest in any entity in which the supporting organization had an interest? <i>If "Yes," provide detail in Part VI.</i>		
c Did a disqualified person (as defined on line 9a) have an ownership interest in, or derive any personal benefit from, assets in which the supporting organization also had an interest? <i>If "Yes," provide detail in Part VI.</i>		
10a Was the organization subject to the excess business holdings rules of section 4943 because of section 4943(f) (regarding certain Type II supporting organizations, and all Type III non-functionally integrated supporting organizations)? <i>If "Yes," answer line 10b below.</i>		
b Did the organization have any excess business holdings in the tax year? <i>(Use Schedule C, Form 4720, to determine whether the organization had excess business holdings.)</i>		

Part IV Supporting Organizations (continued)

	Yes	No
11 Has the organization accepted a gift or contribution from any of the following persons?		
a A person who directly or indirectly controls, either alone or together with persons described on lines 11b and 11c below, the governing body of a supported organization?		
11a		
b A family member of a person described on line 11a above?		
11b		
c A 35% controlled entity of a person described on line 11a or 11b above? If "Yes" to line 11a, 11b, or 11c, provide detail in Part VI .		
11c		

Section B. Type I Supporting Organizations

	Yes	No
1 Did the governing body, members of the governing body, officers acting in their official capacity, or membership of one or more supported organizations have the power to regularly appoint or elect at least a majority of the organization's officers, directors, or trustees at all times during the tax year? If "No," describe in Part VI how the supported organization(s) effectively operated, supervised, or controlled the organization's activities. If the organization had more than one supported organization, describe how the powers to appoint and/or remove officers, directors, or trustees were allocated among the supported organizations and what conditions or restrictions, if any, applied to such powers during the tax year.		
1		
2 Did the organization operate for the benefit of any supported organization other than the supported organization(s) that operated, supervised, or controlled the supporting organization? If "Yes," explain in Part VI how providing such benefit carried out the purposes of the supported organization(s) that operated, supervised, or controlled the supporting organization.		
2		

Section C. Type II Supporting Organizations

	Yes	No
1 Were a majority of the organization's directors or trustees during the tax year also a majority of the directors or trustees of each of the organization's supported organization(s)? If "No," describe in Part VI how control or management of the supporting organization was vested in the same persons that controlled or managed the supported organization(s).		
1		

Section D. All Type III Supporting Organizations

	Yes	No
1 Did the organization provide to each of its supported organizations, by the last day of the fifth month of the organization's tax year, (i) a written notice describing the type and amount of support provided during the prior tax year, (ii) a copy of the Form 990 that was most recently filed as of the date of notification, and (iii) copies of the organization's governing documents in effect on the date of notification, to the extent not previously provided?		
1		
2 Were any of the organization's officers, directors, or trustees either (i) appointed or elected by the supported organization(s) or (ii) serving on the governing body of a supported organization? If "No," explain in Part VI how the organization maintained a close and continuous working relationship with the supported organization(s).		
2		
3 By reason of the relationship described on line 2, above, did the organization's supported organizations have a significant voice in the organization's investment policies and in directing the use of the organization's income or assets at all times during the tax year? If "Yes," describe in Part VI the role the organization's supported organizations played in this regard.		
3		

Section E. Type III Functionally Integrated Supporting Organizations

1 Check the box next to the method that the organization used to satisfy the Integral Part Test during the year (see instructions).		
a	<input type="checkbox"/>	The organization satisfied the Activities Test. Complete line 2 below.
b	<input type="checkbox"/>	The organization is the parent of each of its supported organizations. Complete line 3 below.
c	<input type="checkbox"/>	The organization supported a governmental entity. Describe in Part VI how you supported a governmental entity (see instructions).
2 Activities Test. Answer lines 2a and 2b below.		
a		Did substantially all of the organization's activities during the tax year directly further the exempt purposes of the supported organization(s) to which the organization was responsive? If "Yes," then in Part VI identify those supported organizations and explain how these activities directly furthered their exempt purposes, how the organization was responsive to those supported organizations, and how the organization determined that these activities constituted substantially all of its activities.
2a		
b		Did the activities described on line 2a, above, constitute activities that, but for the organization's involvement, one or more of the organization's supported organization(s) would have been engaged in? If "Yes," explain in Part VI the reasons for the organization's position that its supported organization(s) would have engaged in these activities but for the organization's involvement.
2b		
3 Parent of Supported Organizations. Answer lines 3a and 3b below.		
a		Did the organization have the power to regularly appoint or elect a majority of the officers, directors, or trustees of each of the supported organizations? If "Yes" or "No" provide details in Part VI .
3a		
b		Did the organization exercise a substantial degree of direction over the policies, programs, and activities of each of its supported organizations? If "Yes," describe in Part VI the role played by the organization in this regard.
3b		

Part V Type III Non-Functionally Integrated 509(a)(3) Supporting Organizations

- 1 ☐ Check here if the organization satisfied the Integral Part Test as a qualifying trust on Nov. 20, 1970 (*explain in Part VI*). See instructions.
All other Type III non-functionally integrated supporting organizations must complete Sections A through E.

Section A - Adjusted Net Income		(A) Prior Year	(B) Current Year (optional)
1	Net short-term capital gain	1	
2	Recoveries of prior-year distributions	2	
3	Other gross income (see instructions)	3	
4	Add lines 1 through 3.	4	
5	Depreciation and depletion	5	
6	Portion of operating expenses paid or incurred for production or collection of gross income or for management, conservation, or maintenance of property held for production of income (see instructions)	6	
7	Other expenses (see instructions)	7	
8	Adjusted Net Income (subtract lines 5, 6, and 7 from line 4)	8	

Section B - Minimum Asset Amount		(A) Prior Year	(B) Current Year (optional)
1	Aggregate fair market value of all non-exempt-use assets (see instructions for short tax year or assets held for part of year):		
a	Average monthly value of securities	1a	
b	Average monthly cash balances	1b	
c	Fair market value of other non-exempt-use assets	1c	
d	Total (add lines 1a, 1b, and 1c)	1d	
e	Discount claimed for blockage or other factors (<i>explain in detail in Part VI</i>):		
2	Acquisition indebtedness applicable to non-exempt-use assets	2	
3	Subtract line 2 from line 1d.	3	
4	Cash deemed held for exempt use. Enter 0.015 of line 3 (for greater amount, see instructions).	4	
5	Net value of non-exempt-use assets (subtract line 4 from line 3)	5	
6	Multiply line 5 by 0.035.	6	
7	Recoveries of prior-year distributions	7	
8	Minimum Asset Amount (add line 7 to line 6)	8	

Section C - Distributable Amount			Current Year
1	Adjusted net income for prior year (from Section A, line 8, column A)	1	
2	Enter 0.85 of line 1.	2	
3	Minimum asset amount for prior year (from Section B, line 8, column A)	3	
4	Enter greater of line 2 or line 3.	4	
5	Income tax imposed in prior year	5	
6	Distributable Amount. Subtract line 5 from line 4, unless subject to emergency temporary reduction (see instructions).	6	
7	<input type="checkbox"/> Check here if the current year is the organization's first as a non-functionally integrated Type III supporting organization (see instructions).		

Schedule A (Form 990) 2023

Part V Type III Non-Functionally Integrated 509(a)(3) Supporting Organizations (continued)

Section D - Distributions		Current Year
1	Amounts paid to supported organizations to accomplish exempt purposes	1
2	Amounts paid to perform activity that directly furthers exempt purposes of supported organizations, in excess of income from activity	2
3	Administrative expenses paid to accomplish exempt purposes of supported organizations	3
4	Amounts paid to acquire exempt-use assets	4
5	Qualified set-aside amounts (prior IRS approval required - <i>provide details in Part VI</i>)	5
6	Other distributions (<i>describe in Part VI</i>). See instructions.	6
7	Total annual distributions. Add lines 1 through 6.	7
8	Distributions to attentive supported organizations to which the organization is responsive (<i>provide details in Part VI</i>). See instructions.	8
9	Distributable amount for 2023 from Section C, line 6	9
10	Line 8 amount divided by line 9 amount	10

Section E - Distribution Allocations (see instructions)	(i) Excess Distributions	(ii) Underdistributions Pre-2023	(iii) Distributable Amount for 2023
1 Distributable amount for 2023 from Section C, line 6			
2 Underdistributions, if any, for years prior to 2023 (reasonable cause required - <i>explain in Part VI</i>). See instructions.			
3 Excess distributions carryover, if any, to 2023			
a From 2018			
b From 2019			
c From 2020			
d From 2021			
e From 2022			
f Total of lines 3a through 3e			
g Applied to underdistributions of prior years			
h Applied to 2023 distributable amount			
i Carryover from 2018 not applied (see instructions)			
j Remainder. Subtract lines 3g, 3h, and 3i from line 3f.			
4 Distributions for 2023 from Section D, line 7: \$			
a Applied to underdistributions of prior years			
b Applied to 2023 distributable amount			
c Remainder. Subtract lines 4a and 4b from line 4.			
5 Remaining underdistributions for years prior to 2023, if any. Subtract lines 3g and 4a from line 2. For result greater than zero, <i>explain in Part VI</i> . See instructions.			
6 Remaining underdistributions for 2023. Subtract lines 3h and 4b from line 1. For result greater than zero, <i>explain in Part VI</i> . See instructions.			
7 Excess distributions carryover to 2024. Add lines 3j and 4c.			
8 Breakdown of line 7:			
a Excess from 2019			
b Excess from 2020			
c Excess from 2021			
d Excess from 2022			
e Excess from 2023			

Schedule A (Form 990) 2023

Part VI**Supplemental Information.**

Provide the explanations required by Part II, line 10; Part II, line 17a or 17b; Part III, line 12; Part IV, Section A, lines 1, 2, 3b, 3c, 4b, 4c, 5a, 6, 9a, 9b, 9c, 11a, 11b, and 11c; Part IV, Section B, lines 1 and 2; Part IV, Section C, line 1; Part IV, Section D, lines 2 and 3; Part IV, Section E, lines 1c, 2a, 2b, 3a, and 3b; Part V, line 1; Part V, Section B, line 1e; Part V, Section D, lines 5, 6, and 8; and Part V, Section E, lines 2, 5, and 6. Also complete this part for any additional information.
(See instructions.)

DRAFT

Schedule B
(Form 990)

Department of the Treasury
Internal Revenue Service

Schedule of Contributors

Attach to Form 990, 990-EZ, or 990-PF.
Go to www.irs.gov/Form990 for the latest information.

OMB No. 1545-0047

2023

Name of the organization

TAMPA BAY WORKFORCE ALLIANCE, INC.

Employer identification number

59-3655316

Organization type (check one):

Filers of:

Section:

Form 990 or 990-EZ

☒ 501(c)(3) (enter number) organization

☐ 4947(a)(1) nonexempt charitable trust **not** treated as a private foundation

☐ 527 political organization

Form 990-PF

☐ 501(c)(3) exempt private foundation

☐ 4947(a)(1) nonexempt charitable trust treated as a private foundation

☐ 501(c)(3) taxable private foundation

Check if your organization is covered by the **General Rule** or a **Special Rule**.

Note: Only a section 501(c)(7), (8), or (10) organization can check boxes for both the General Rule and a Special Rule. See instructions.

General Rule

- ☐ For an organization filing Form 990, 990-EZ, or 990-PF that received, during the year, contributions totaling \$5,000 or more (in money or property) from any one contributor. Complete Parts I and II. See instructions for determining a contributor's total contributions.

Special Rules

- ☒ For an organization described in section 501(c)(3) filing Form 990 or 990-EZ that met the 33 1/3% support test of the regulations under sections 509(a)(1) and 170(b)(1)(A)(vi), that checked Schedule A (Form 990), Part II, line 13, 16a, or 16b, and that received from any one contributor, during the year, total contributions of the greater of **(1)** \$5,000; or **(2)** 2% of the amount on (i) Form 990, Part VIII, line 1h; or (ii) Form 990-EZ, line 1. Complete Parts I and II.
- ☐ For an organization described in section 501(c)(7), (8), or (10) filing Form 990 or 990-EZ that received from any one contributor, during the year, total contributions of more than \$1,000 *exclusively* for religious, charitable, scientific, literary, or educational purposes, or for the prevention of cruelty to children or animals. Complete Parts I (entering "N/A" in column (b) instead of the contributor name and address), II, and III.
- ☐ For an organization described in section 501(c)(7), (8), or (10) filing Form 990 or 990-EZ that received from any one contributor, during the year, contributions *exclusively* for religious, charitable, etc., purposes, but no such contributions totaled more than \$1,000. If this box is checked, enter here the total contributions that were received during the year for an *exclusively* religious, charitable, etc., purpose. Don't complete any of the parts unless the **General Rule** applies to this organization because it received *nonexclusively* religious, charitable, etc., contributions totaling \$5,000 or more during the year \$

Caution: An organization that isn't covered by the General Rule and/or the Special Rules doesn't file Schedule B (Form 990), but it **must** answer "No" on Part IV, line 2, of its Form 990; or check the box on line H of its Form 990-EZ or on its Form 990-PF, Part I, line 2, to certify that it doesn't meet the filing requirements of Schedule B (Form 990).

For Paperwork Reduction Act Notice, see the instructions for Form 990, 990-EZ, or 990-PF.

Schedule B (Form 990) (2023)

Name of organization	Employer identification number
TAMPA BAY WORKFORCE ALLIANCE, INC.	59-3655316

Part I Contributors (see instructions). Use duplicate copies of Part I if additional space is needed.

(a) No.	(b) Name, address, and ZIP + 4	(c) Total contributions	(d) Type of contribution
1	U.S. DEPARTMENT OF AGRICULTURE 1400 INDEPENDENCE AVENUE, SW WASHINGTON, DC 20250	\$ 1,001,910.	Person <input checked="" type="checkbox"/> Payroll <input type="checkbox"/> Noncash <input type="checkbox"/> (Complete Part II for noncash contributions.)
2	U.S. DEPARTMENT OF LABOR 200 CONSTITUTION AVENUE, NW WASHINGTON, DC 20210	\$ 11,531,103.	Person <input checked="" type="checkbox"/> Payroll <input type="checkbox"/> Noncash <input type="checkbox"/> (Complete Part II for noncash contributions.)
3	U.S. DEPARTMENT OF HEALTH AND HUMAN SERVICES 200 INDEPENDENCE AVENUE, SW WASHINGTON, DC 20201	\$ 5,288,246.	Person <input checked="" type="checkbox"/> Payroll <input type="checkbox"/> Noncash <input type="checkbox"/> (Complete Part II for noncash contributions.)
4	HILLSBOUOUGH COUNTY BOARD OF COUNTY COMMUSSIONS 601 E. KENNEDY BLVD. TAMPA, FL 33602	\$ 1,062,959.	Person <input checked="" type="checkbox"/> Payroll <input type="checkbox"/> Noncash <input type="checkbox"/> (Complete Part II for noncash contributions.)
		\$	Person <input type="checkbox"/> Payroll <input type="checkbox"/> Noncash <input type="checkbox"/> (Complete Part II for noncash contributions.)
		\$	Person <input type="checkbox"/> Payroll <input type="checkbox"/> Noncash <input type="checkbox"/> (Complete Part II for noncash contributions.)

Name of organization

Employer identification number

TAMPA BAY WORKFORCE ALLIANCE, INC.**59-3655316****Part III**

Exclusively religious, charitable, etc., contributions to organizations described in section 501(c)(7), (8), or (10) that total more than \$1,000 for the year from any one contributor. Complete columns (a) through (e) and the following line entry. For organizations completing Part III, enter the total of exclusively religious, charitable, etc., contributions of **\$1,000 or less** for the year. (Enter this info. once.) \$ _____

Use duplicate copies of Part III if additional space is needed.

(a) No. from Part I	(b) Purpose of gift	(c) Use of gift	(d) Description of how gift is held
	(e) Transfer of gift		
	Transferee's name, address, and ZIP + 4		Relationship of transferor to transferee
	(e) Transfer of gift		
	Transferee's name, address, and ZIP + 4		Relationship of transferor to transferee
	(e) Transfer of gift		
	Transferee's name, address, and ZIP + 4		Relationship of transferor to transferee
	(e) Transfer of gift		
	Transferee's name, address, and ZIP + 4		Relationship of transferor to transferee
	(e) Transfer of gift		
	Transferee's name, address, and ZIP + 4		Relationship of transferor to transferee

SCHEDULE C
(Form 990)

Department of the Treasury
Internal Revenue Service

Political Campaign and Lobbying Activities

For Organizations Exempt From Income Tax Under Section 501(c) and Section 527
Complete if the organization is described below. Attach to Form 990 or Form 990-EZ.
Go to www.irs.gov/Form990 for instructions and the latest information.

OMB No. 1545-0047

2023

**Open to Public
Inspection**

If the organization answered "Yes" on Form 990, Part IV, line 3, or Form 990-EZ, Part V, line 46 (Political Campaign Activities), then:

- Section 501(c)(3) organizations: Complete Parts I-A and B. Do not complete Part I-C.
- Section 501(c) (other than section 501(c)(3)) organizations: Complete Parts I-A and C below. Do not complete Part I-B.
- Section 527 organizations: Complete Part I-A only.

If the organization answered "Yes" on Form 990, Part IV, line 4, or Form 990-EZ, Part VI, line 47 (Lobbying Activities), then:

- Section 501(c)(3) organizations that have filed Form 5768 (election under section 501(h)): Complete Part II-A. Do not complete Part II-B.
- Section 501(c)(3) organizations that have NOT filed Form 5768 (election under section 501(h)): Complete Part II-B. Do not complete Part II-A.

If the organization answered "Yes" on Form 990, Part IV, line 5 (Proxy Tax) (see separate instructions) or Form 990-EZ, Part V, line 35c (Proxy Tax) (see separate instructions), then:

- Section 501(c)(4), (5), or (6) organizations: Complete Part III.

Name of organization

TAMPA BAY WORKFORCE ALLIANCE, INC.

Employer identification number

59-3655316

Part I-A Complete if the organization is exempt under section 501(c) or is a section 527 organization.

- 1 Provide a description of the organization's direct and indirect political campaign activities in Part IV.
- 2 Political campaign activity expenditures \$
- 3 Volunteer hours for political campaign activities

Part I-B Complete if the organization is exempt under section 501(c)(3).

- 1 Enter the amount of any excise tax incurred by the organization under section 4955 \$
- 2 Enter the amount of any excise tax incurred by organization managers under section 4955 \$
- 3 If the organization incurred a section 4955 tax, did it file Form 4720 for this year? ☐ Yes ☐ No
- 4a Was a correction made? ☐ Yes ☐ No
- b If "Yes," describe in Part IV.

Part I-C Complete if the organization is exempt under section 501(c), except section 501(c)(3).

- 1 Enter the amount directly expended by the filing organization for section 527 exempt function activities \$
- 2 Enter the amount of the filing organization's funds contributed to other organizations for section 527 exempt function activities \$
- 3 Total exempt function expenditures. Add lines 1 and 2. Enter here and on Form 1120-POL, line 17b \$
- 4 Did the filing organization file **Form 1120-POL** for this year? ☐ Yes ☐ No
- 5 Enter the names, addresses, and employer identification number (EIN) of all section 527 political organizations to which the filing organization made payments. For each organization listed, enter the amount paid from the filing organization's funds. Also enter the amount of political contributions received that were promptly and directly delivered to a separate political organization, such as a separate segregated fund or a political action committee (PAC). If additional space is needed, provide information in Part IV.

(a) Name	(b) Address	(c) EIN	(d) Amount paid from filing organization's funds. If none, enter -0-.	(e) Amount of political contributions received and promptly and directly delivered to a separate political organization. If none, enter -0-.

For Paperwork Reduction Act Notice, see the Instructions for Form 990 or 990-EZ.

Schedule C (Form 990) 2023

Part II-A Complete if the organization is exempt under section 501(c)(3) and filed Form 5768 (election under section 501(h)).

A Check ☐ if the filing organization belongs to an affiliated group (and list in Part IV each affiliated group member's name, address, EIN, expenses, and share of excess lobbying expenditures).

B Check ☐ if the filing organization checked box A and "limited control" provisions apply.

Limits on Lobbying Expenditures (The term "expenditures" means amounts paid or incurred.)		(a) Filing organization's totals	(b) Affiliated group totals												
1a Total lobbying expenditures to influence public opinion (grassroots lobbying)															
b Total lobbying expenditures to influence a legislative body (direct lobbying)		36,090.													
c Total lobbying expenditures (add lines 1a and 1b)		36,090.													
d Other exempt purpose expenditures		19,049,246.													
e Total exempt purpose expenditures (add lines 1c and 1d)		19,085,336.													
f Lobbying nontaxable amount. Enter the amount from the following table in both columns.		1,000,000.													
<table border="1"> <thead> <tr> <th>If the amount on line 1e, column (a) or (b) is:</th> <th>The lobbying nontaxable amount is:</th> </tr> </thead> <tbody> <tr> <td>not over \$500,000,</td> <td>20% of the amount on line 1e.</td> </tr> <tr> <td>over \$500,000 but not over \$1,000,000,</td> <td>\$100,000 plus 15% of the excess over \$500,000.</td> </tr> <tr> <td>over \$1,000,000 but not over \$1,500,000,</td> <td>\$175,000 plus 10% of the excess over \$1,000,000.</td> </tr> <tr> <td>over \$1,500,000 but not over \$17,000,000,</td> <td>\$225,000 plus 5% of the excess over \$1,500,000.</td> </tr> <tr> <td>over \$17,000,000,</td> <td>\$1,000,000.</td> </tr> </tbody> </table>	If the amount on line 1e, column (a) or (b) is:	The lobbying nontaxable amount is:	not over \$500,000,	20% of the amount on line 1e.	over \$500,000 but not over \$1,000,000,	\$100,000 plus 15% of the excess over \$500,000.	over \$1,000,000 but not over \$1,500,000,	\$175,000 plus 10% of the excess over \$1,000,000.	over \$1,500,000 but not over \$17,000,000,	\$225,000 plus 5% of the excess over \$1,500,000.	over \$17,000,000,	\$1,000,000.			
If the amount on line 1e, column (a) or (b) is:	The lobbying nontaxable amount is:														
not over \$500,000,	20% of the amount on line 1e.														
over \$500,000 but not over \$1,000,000,	\$100,000 plus 15% of the excess over \$500,000.														
over \$1,000,000 but not over \$1,500,000,	\$175,000 plus 10% of the excess over \$1,000,000.														
over \$1,500,000 but not over \$17,000,000,	\$225,000 plus 5% of the excess over \$1,500,000.														
over \$17,000,000,	\$1,000,000.														
g Grassroots nontaxable amount (enter 25% of line 1f)		250,000.													
h Subtract line 1g from line 1a. If zero or less, enter -0-		0.													
i Subtract line 1f from line 1c. If zero or less, enter -0-		0.													
j If there is an amount other than zero on either line 1h or line 1i, did the organization file Form 4720 reporting section 4911 tax for this year?			<input type="checkbox"/> Yes <input type="checkbox"/> No												

4-Year Averaging Period Under Section 501(h)

(Some organizations that made a section 501(h) election do not have to complete all of the five columns below.

See the separate instructions for lines 2a through 2f.)

Lobbying Expenditures During 4-Year Averaging Period					
Calendar year (or fiscal year beginning in)	(a) 2020	(b) 2021	(c) 2022	(d) 2023	(e) Total
2a Lobbying nontaxable amount		1,000,000.	1,000,000.	1,000,000.	3,000,000.
b Lobbying ceiling amount (150% of line 2a, column(e))					4,500,000.
c Total lobbying expenditures		28,685.	36,958.	36,090.	101,733.
d Grassroots nontaxable amount		250,000.	250,000.	250,000.	750,000.
e Grassroots ceiling amount (150% of line 2d, column (e))					1,125,000.
f Grassroots lobbying expenditures					

Schedule C (Form 990) 2023

Part II-B Complete if the organization is exempt under section 501(c)(3) and has NOT filed Form 5768 (election under section 501(h)).

For each "Yes" response on lines 1a through 1i below, provide in Part IV a detailed description of the lobbying activity.

	(a)		(b)
	Yes	No	Amount
1 During the year, did the filing organization attempt to influence foreign, national, state, or local legislation, including any attempt to influence public opinion on a legislative matter or referendum, through the use of:			
a Volunteers?			
b Paid staff or management (include compensation in expenses reported on lines 1c through 1i)?			
c Media advertisements?			
d Mailings to members, legislators, or the public?			
e Publications, or published or broadcast statements?			
f Grants to other organizations for lobbying purposes?			
g Direct contact with legislators, their staffs, government officials, or a legislative body?			
h Rallies, demonstrations, seminars, conventions, speeches, lectures, or any similar means?			
i Other activities?			
j Total. Add lines 1c through 1i			
2a Did the activities in line 1 cause the organization to not be described in section 501(c)(3)?			
b If "Yes," enter the amount of any tax incurred under section 4912			
c If "Yes," enter the amount of any tax incurred by organization managers under section 4912			
d If the filing organization incurred a section 4912 tax, did it file Form 4720 for this year?			

Part III-A Complete if the organization is exempt under section 501(c)(4), section 501(c)(5), or section 501(c)(6).

	Yes	No
1 Were substantially all (90% or more) dues received nondeductible by members?	1	
2 Did the organization make only in-house lobbying expenditures of \$2,000 or less?	2	
3 Did the organization agree to carry over lobbying and political campaign activity expenditures from the prior year?	3	

Part III-B Complete if the organization is exempt under section 501(c)(4), section 501(c)(5), or section 501(c)(6) and if either (a) BOTH Part III-A, lines 1 and 2, are answered "No" OR (b) Part III-A, line 3, is answered "Yes."

1 Dues, assessments and similar amounts from members	1	
2 Section 162(e) nondeductible lobbying and political expenditures (do not include amounts of political expenses for which the section 527(f) tax was paid).		
a Current year	2a	
b Carryover from last year	2b	
c Total	2c	
3 Aggregate amount reported in section 6033(e)(1)(A) notices of nondeductible section 162(e) dues	3	
4 If notices were sent and the amount on line 2c exceeds the amount on line 3, what portion of the excess does the organization agree to carryover to the reasonable estimate of nondeductible lobbying and political expenditures next year?	4	
5 Taxable amount of lobbying and political expenditures. See instructions	5	

Part IV Supplemental Information

Provide the descriptions required for Part I-A, line 1; Part I-B, line 4; Part I-C, line 5; Part II-A (affiliated group list); Part II-A, lines 1 and 2 (see instructions); and Part II-B, line 1. Also, complete this part for any additional information.

PART II-A

LOBBYING EXPENSES ARE USED FOR CHIEF EXECUTIVE OFFICER TIME MEETINGS WITH LEGISLATIVE REPRESENTATIVES OR TO ATTEND LEGISLATIVE MEETINGS. THESE EXPENSES ARE ALSO USED TO PAY A FIRM TO REPRESENT THE ORGANIZATION BEFORE THE STATE OF FLORIDA WITH THE EXECUTIVE AND LEGISLATIVE BRANCHES OF THE GOVERNMENT TO ADVOCATE FOR LEGISLATIVE POLICIES AND THE UTILIZATION OF

Part IV Supplemental Information *(continued)*

GOVERNMENT FUNDING FOR THE BENEFIT OF WORKFORCE DEVELOPMENT.

DRAFT

SCHEDULE D
(Form 990)

Department of the Treasury
Internal Revenue Service

Supplemental Financial Statements

Complete if the organization answered "Yes" on Form 990,
Part IV, line 6, 7, 8, 9, 10, 11a, 11b, 11c, 11d, 11e, 11f, 12a, or 12b.

Attach to Form 990.

Go to www.irs.gov/Form990 for instructions and the latest information.

OMB No. 1545-0047

2023

Open to Public
Inspection

Name of the organization

TAMPA BAY WORKFORCE ALLIANCE, INC.

Employer identification number

59-3655316

Part I

Organizations Maintaining Donor Advised Funds or Other Similar Funds or Accounts. Complete if the organization answered "Yes" on Form 990, Part IV, line 6.

	(a) Donor advised funds	(b) Funds and other accounts
1 Total number at end of year		
2 Aggregate value of contributions to (during year)		
3 Aggregate value of grants from (during year)		
4 Aggregate value at end of year		
5 Did the organization inform all donors and donor advisors in writing that the assets held in donor advised funds are the organization's property, subject to the organization's exclusive legal control?	<input type="checkbox"/> Yes	<input type="checkbox"/> No
6 Did the organization inform all grantees, donors, and donor advisors in writing that grant funds can be used only for charitable purposes and not for the benefit of the donor or donor advisor, or for any other purpose conferring impermissible private benefit?	<input type="checkbox"/> Yes	<input type="checkbox"/> No

Part II

Conservation Easements. Complete if the organization answered "Yes" on Form 990, Part IV, line 7.

1 Purpose(s) of conservation easements held by the organization (check all that apply).
☐ Preservation of land for public use (for example, recreation or education) ☐ Preservation of a historically important land area
☐ Protection of natural habitat ☐ Preservation of a certified historic structure
☐ Preservation of open space

2 Complete lines 2a through 2d if the organization held a qualified conservation contribution in the form of a conservation easement on the last day of the tax year.

	Held at the End of the Tax Year
a Total number of conservation easements	2a
b Total acreage restricted by conservation easements	2b
c Number of conservation easements on a certified historic structure included on line 2a	2c
d Number of conservation easements included on line 2c acquired after July 25, 2006, and not on a historic structure listed in the National Register	2d

3 Number of conservation easements modified, transferred, released, extinguished, or terminated by the organization during the tax year

4 Number of states where property subject to conservation easement is located

5 Does the organization have a written policy regarding the periodic monitoring, inspection, handling of violations, and enforcement of the conservation easements it holds?

☐ Yes ☐ No

6 Staff and volunteer hours devoted to monitoring, inspecting, handling of violations, and enforcing conservation easements during the year

7 Amount of expenses incurred in monitoring, inspecting, handling of violations, and enforcing conservation easements during the year

8 Does each conservation easement reported on line 2d above satisfy the requirements of section 170(h)(4)(B)(i) and section 170(h)(4)(B)(ii)?

☐ Yes ☐ No

9 In Part XIII, describe how the organization reports conservation easements in its revenue and expense statement and balance sheet, and include, if applicable, the text of the footnote to the organization's financial statements that describes the organization's accounting for conservation easements.

Part III

Organizations Maintaining Collections of Art, Historical Treasures, or Other Similar Assets.

Complete if the organization answered "Yes" on Form 990, Part IV, line 8.

1a If the organization elected, as permitted under FASB ASC 958, not to report in its revenue statement and balance sheet works of art, historical treasures, or other similar assets held for public exhibition, education, or research in furtherance of public service, provide in Part XIII the text of the footnote to its financial statements that describes these items.

b If the organization elected, as permitted under FASB ASC 958, to report in its revenue statement and balance sheet works of art, historical treasures, or other similar assets held for public exhibition, education, or research in furtherance of public service, provide the following amounts relating to these items.

(i) Revenue included on Form 990, Part VIII, line 1 \$

(ii) Assets included in Form 990, Part X \$

2 If the organization received or held works of art, historical treasures, or other similar assets for financial gain, provide the following amounts required to be reported under FASB ASC 958 relating to these items:

a Revenue included on Form 990, Part VIII, line 1 \$

b Assets included in Form 990, Part X \$

LHA For Paperwork Reduction Act Notice, see the Instructions for Form 990.

Schedule D (Form 990) 2023

Part III Organizations Maintaining Collections of Art, Historical Treasures, or Other Similar Assets (continued)

3 Using the organization's acquisition, accession, and other records, check any of the following that make significant use of its collection items (check all that apply).

a ☐ Public exhibition

d ☐ Loan or exchange program

b ☐ Scholarly research

e ☐ Other _____

c ☐ Preservation for future generations

4 Provide a description of the organization's collections and explain how they further the organization's exempt purpose in Part XIII.

5 During the year, did the organization solicit or receive donations of art, historical treasures, or other similar assets

to be sold to raise funds rather than to be maintained as part of the organization's collection? ☐ Yes ☐ No

Part IV Escrow and Custodial Arrangements Complete if the organization answered "Yes" on Form 990, Part IV, line 9, or reported an amount on Form 990, Part X, line 21.

1a Is the organization an agent, trustee, custodian, or other intermediary for contributions or other assets not included on Form 990, Part X? ☐ Yes ☐ No

b If "Yes," explain the arrangement in Part XIII and complete the following table:

c Beginning balance

d Additions during the year

e Distributions during the year

f Ending balance

	Amount
1c	
1d	
1e	
1f	

2a Did the organization include an amount on Form 990, Part X, line 21, for escrow or custodial account liability? ☐ Yes ☐ No

b If "Yes," explain the arrangement in Part XIII. Check here if the explanation has been provided in Part XIII ☐

Part V Endowment Funds Complete if the organization answered "Yes" on Form 990, Part IV, line 10.

	(a) Current year	(b) Prior year	(c) Two years back	(d) Three years back	(e) Four years back
1a Beginning of year balance					
b Contributions					
c Net investment earnings, gains, and losses					
d Grants or scholarships					
e Other expenditures for facilities and programs					
f Administrative expenses					
g End of year balance					

2 Provide the estimated percentage of the current year end balance (line 1g, column (a)) held as:

a Board designated or quasi-endowment _____ %

b Permanent endowment _____ %

c Term endowment _____ %

The percentages on lines 2a, 2b, and 2c should equal 100%.

3a Are there endowment funds not in the possession of the organization that are held and administered for the organization by:

(i) Unrelated organizations?

(ii) Related organizations?

	Yes	No
3a(i)		
3a(ii)		
3b		

b If "Yes" on line 3a(ii), are the related organizations listed as required on Schedule R? ☐

4 Describe in Part XIII the intended uses of the organization's endowment funds.

Part VI Land, Buildings, and Equipment

Complete if the organization answered "Yes" on Form 990, Part IV, line 11a. See Form 990, Part X, line 10.

Description of property	(a) Cost or other basis (investment)	(b) Cost or other basis (other)	(c) Accumulated depreciation	(d) Book value
1a Land				
b Buildings				
c Leasehold improvements		2,250,002.	2,245,894.	4,108.
d Equipment		520,006.	216,219.	303,787.
e Other		41,253.	29,913.	11,340.
Total. Add lines 1a through 1e. (Column (d) must equal Form 990, Part X, line 10c, column (B)).				319,235.

Schedule D (Form 990) 2023

Part VII Investments - Other Securities

Complete if the organization answered "Yes" on Form 990, Part IV, line 11b. See Form 990, Part X, line 12.

(a) Description of security or category (including name of security)	(b) Book value	(c) Method of valuation: Cost or end-of-year market value
(1) Financial derivatives		
(2) Closely held equity interests		
(3) Other		
(A)		
(B)		
(C)		
(D)		
(E)		
(F)		
(G)		
(H)		
Total. (Col. (b) must equal Form 990, Part X, line 12, col. (B))		

Part VIII Investments - Program Related.

Complete if the organization answered "Yes" on Form 990, Part IV, line 11c. See Form 990, Part X, line 13.

(a) Description of investment	(b) Book value	(c) Method of valuation: Cost or end-of-year market value
(1)		
(2)		
(3)		
(4)		
(5)		
(6)		
(7)		
(8)		
(9)		
Total. (Col. (b) must equal Form 990, Part X, line 13, col. (B))		

Part IX Other Assets

Complete if the organization answered "Yes" on Form 990, Part IV, line 11d. See Form 990, Part X, line 15.

(a) Description	(b) Book value
(1)	
(2)	
(3)	
(4)	
(5)	
(6)	
(7)	
(8)	
(9)	
Total. (Column (b) must equal Form 990, Part X, line 15, col. (B))	

Part X Other Liabilities

Complete if the organization answered "Yes" on Form 990, Part IV, line 11e or 11f. See Form 990, Part X, line 25.

1. (a) Description of liability	(b) Book value
(1) Federal income taxes	
(2) REFUNDABLE ADVANCES	700,906.
(3) OPERATING LEASE LIABILITY	1,546,736.
(4)	
(5)	
(6)	
(7)	
(8)	
(9)	
Total. (Column (b) must equal Form 990, Part X, line 25, col. (B))	

2. Liability for uncertain tax positions. In Part XIII, provide the text of the footnote to the organization's financial statements that reports the organization's liability for uncertain tax positions under FASB ASC 740. Check here if the text of the footnote has been provided in Part XIII ... ☒

Schedule D (Form 990) 2023

Part XI Reconciliation of Revenue per Audited Financial Statements With Revenue per Return

Complete if the organization answered "Yes" on Form 990, Part IV, line 12a.

1	Total revenue, gains, and other support per audited financial statements	1	19,128,234.
2	Amounts included on line 1 but not on Form 990, Part VIII, line 12:		
a	Net unrealized gains (losses) on investments	2a	1,516.
b	Donated services and use of facilities	2b	
c	Recoveries of prior year grants	2c	
d	Other (Describe in Part XIII.)	2d	
e	Add lines 2a through 2d	2e	1,516.
3	Subtract line 2e from line 1	3	19,126,718.
4	Amounts included on Form 990, Part VIII, line 12, but not on line 1:		
a	Investment expenses not included on Form 990, Part VIII, line 7b	4a	
b	Other (Describe in Part XIII.)	4b	
c	Add lines 4a and 4b	4c	0.
5	Total revenue. Add lines 3 and 4c. (This must equal Form 990, Part I, line 12.)	5	19,126,718.

Part XII Reconciliation of Expenses per Audited Financial Statements With Expenses per Return

Complete if the organization answered "Yes" on Form 990, Part IV, line 12a.

1	Total expenses and losses per audited financial statements	1	19,085,336.
2	Amounts included on line 1 but not on Form 990, Part IX, line 25:		
a	Donated services and use of facilities	2a	
b	Prior year adjustments	2b	
c	Other losses	2c	
d	Other (Describe in Part XIII.)	2d	
e	Add lines 2a through 2d	2e	0.
3	Subtract line 2e from line 1	3	19,085,336.
4	Amounts included on Form 990, Part IX, line 25, but not on line 1:		
a	Investment expenses not included on Form 990, Part VIII, line 7b	4a	
b	Other (Describe in Part XIII.)	4b	
c	Add lines 4a and 4b	4c	0.
5	Total expenses. Add lines 3 and 4c. (This must equal Form 990, Part I, line 18.)	5	19,085,336.

Part XIII Supplemental Information

Provide the descriptions required for Part II, lines 3, 5, and 9; Part III, lines 1a and 4; Part IV, lines 1b and 2b; Part V, line 4; Part X, line 2; Part XI, lines 2d and 4b; and Part XII, lines 2d and 4b. Also complete this part to provide any additional information.

PART X, LINE 2:

TBWA FOLLOWS ACCOUNTING STANDARDS CODIFICATION TOPIC 740, INCOME TAXES

("ASC 740"). A COMPONENT OF THIS STANDARD PRESCRIBES A RECOGNITION AND

MEASUREMENT OF TAX POSITIONS TAKEN OR EXPECTED TO BE TAKEN IN A TAX

RETURN. FOR THOSE BENEFITS TO BE RECOGNIZED, A TAX POSITION MUST BE

MORE-LIKELY-THAN-NOT TO BE SUSTAINED UPON EXAMINATION BY TAXING

AUTHORITIES. TBWA'S POLICY IS TO RECOGNIZE INTEREST AND PENALTIES

ASSOCIATED WITH TAX POSITIONS UNDER THIS STANDARD AS A COMPONENT OF TAX

EXPENSE, AND NONE WERE RECOGNIZED SINCE THERE WAS NO MATERIAL IMPACT OF

THE APPLICATION OF THIS STANDARD FOR THE YEARS ENDED JUNE 30, 2024 AND

2023.

Part XIII Supplemental Information *(continued)*

DRAFT

SCHEDULE I
(Form 990)

Department of the Treasury
Internal Revenue Service

**Grants and Other Assistance to Organizations,
Governments, and Individuals in the United States**
Complete if the organization answered "Yes" on Form 990, Part IV, line 21 or 22.
Attach to Form 990.
Go to www.irs.gov/Form990 for the latest information.

OMB No. 1545-0047

2023

Open to Public
Inspection

Name of the organization

TAMPA BAY WORKFORCE ALLIANCE, INC.

Employer identification number
59-3655316

Part I General Information on Grants and Assistance

1 Does the organization maintain records to substantiate the amount of the grants or assistance, the grantees' eligibility for the grants or assistance, and the selection criteria used to award the grants or assistance?

☒ Yes ☐ No

2 Describe in Part IV the organization's procedures for monitoring the use of grant funds in the United States.

Part II Grants and Other Assistance to Domestic Organizations and Domestic Governments. Complete if the organization answered "Yes" on Form 990, Part IV, line 21, for any recipient that received more than \$5,000. Part II can be duplicated if additional space is needed.

1 (a) Name and address of organization or government	(b) EIN	(c) IRC section (if applicable)	(d) Amount of cash grant	(e) Amount of noncash assistance	(f) Method of valuation (book, FMV, appraisal, other)	(g) Description of noncash assistance	(h) Purpose of grant or assistance
EDUCATIONAL DATA SYSTEMS, INC. 15300 COMMERCE DRIVE NORTH, SUITE 2 DEARBORN, MI 48120	38-2272565		1,406,395.	0.			WORKFORCE SERVICES

2 Enter total number of section 501(c)(3) and government organizations listed in the line 1 table

3 Enter total number of other organizations listed in the line 1 table

For Paperwork Reduction Act Notice, see the Instructions for Form 990.

Schedule I (Form 990) 2023

Part III **Grants and Other Assistance to Domestic Individuals.** Complete if the organization answered "Yes" on Form 990, Part IV, line 22.
Part III can be duplicated if additional space is needed.

(a) Type of grant or assistance	(b) Number of recipients	(c) Amount of cash grant	(d) Amount of non-cash assistance	(e) Method of valuation (book, FMV, appraisal, other)	(f) Description of noncash assistance

Part IV **Supplemental Information.** Provide the information required in Part I, line 2; Part III, column (b); and any other additional information.

PART I, LINE 2:

ALL OF THE GRANTS ARE REIMBURSEMENT BASED GRANTS. APPROPRIATE DOCUMENTATION
THAT CONDITIONS HAVE BEEN MET PRIOR TO PAYMENT ARE REQUIRED FOR RECIPIENTS.
THE DOCUMENTATION IS MONITORED AND AUDIT REPORTS ARE OBTAINED FOR GRANTEEES
(SUBRECIPIENTS) THAT ARE REQUIRED TO HAVE AUDITS IN ACCORDANCE WITH THE
UNIFORM GUIDANCE.

**SCHEDULE J
(Form 990)**

Department of the Treasury
Internal Revenue Service

Compensation Information

For certain Officers, Directors, Trustees, Key Employees, and Highest
Compensated Employees
Complete if the organization answered "Yes" on Form 990, Part IV, line 23.
Attach to Form 990.
Go to www.irs.gov/Form990 for instructions and the latest information.

OMB No. 1545-0047

2023

Open to Public
Inspection

Name of the organization

TAMPA BAY WORKFORCE ALLIANCE, INC.

Employer identification number

59-3655316

Part I Questions Regarding Compensation

1a Check the appropriate box(es) if the organization provided any of the following to or for a person listed on Form 990, Part VII, Section A, line 1a. Complete Part III to provide any relevant information regarding these items.

- | | |
|--|--|
| <input type="checkbox"/> First-class or charter travel | <input type="checkbox"/> Housing allowance or residence for personal use |
| <input type="checkbox"/> Travel for companions | <input type="checkbox"/> Payments for business use of personal residence |
| <input type="checkbox"/> Tax indemnification and gross-up payments | <input type="checkbox"/> Health or social club dues or initiation fees |
| <input type="checkbox"/> Discretionary spending account | <input type="checkbox"/> Personal services (such as maid, chauffeur, chef) |

b If any of the boxes on line 1a are checked, did the organization follow a written policy regarding payment or reimbursement or provision of all of the expenses described above? If "No," complete Part III to explain

2 Did the organization require substantiation prior to reimbursing or allowing expenses incurred by all directors, trustees, and officers, including the CEO/Executive Director, regarding the items checked on line 1a?

3 Indicate which, if any, of the following the organization used to establish the compensation of the organization's CEO/Executive Director. Check all that apply. Do not check any boxes for methods used by a related organization to establish compensation of the CEO/Executive Director, but explain in Part III.

- | | |
|--|---|
| <input type="checkbox"/> Compensation committee | <input type="checkbox"/> Written employment contract |
| <input type="checkbox"/> Independent compensation consultant | <input checked="" type="checkbox"/> Compensation survey or study |
| <input type="checkbox"/> Form 990 of other organizations | <input checked="" type="checkbox"/> Approval by the board or compensation committee |

4 During the year, did any person listed on Form 990, Part VII, Section A, line 1a, with respect to the filing organization or a related organization:

a Receive a severance payment or change-of-control payment?

b Participate in or receive payment from a supplemental nonqualified retirement plan?

c Participate in or receive payment from an equity-based compensation arrangement?

If "Yes" to any of lines 4a-c, list the persons and provide the applicable amounts for each item in Part III.

Only section 501(c)(3), 501(c)(4), and 501(c)(29) organizations must complete lines 5-9.

5 For persons listed on Form 990, Part VII, Section A, line 1a, did the organization pay or accrue any compensation contingent on the revenues of:

a The organization?

b Any related organization?

If "Yes" on line 5a or 5b, describe in Part III.

6 For persons listed on Form 990, Part VII, Section A, line 1a, did the organization pay or accrue any compensation contingent on the net earnings of:

a The organization?

b Any related organization?

If "Yes" on line 6a or 6b, describe in Part III.

7 For persons listed on Form 990, Part VII, Section A, line 1a, did the organization provide any nonfixed payments not described on lines 5 and 6? If "Yes," describe in Part III

8 Were any amounts reported on Form 990, Part VII, paid or accrued pursuant to a contract that was subject to the initial contract exception described in Regulations section 53.4958-4(a)(3)? If "Yes," describe in Part III

9 If "Yes" on line 8, did the organization also follow the rebuttable presumption procedure described in Regulations section 53.4958-6(c)?

Yes No

1b

2

4a

4b

4c

5a

5b

6a

6b

7

8

9

For Paperwork Reduction Act Notice, see the Instructions for Form 990.

Schedule J (Form 990) 2023

Part II Officers, Directors, Trustees, Key Employees, and Highest Compensated Employees. Use duplicate copies if additional space is needed.

For each individual whose compensation must be reported on Schedule J, report compensation from the organization on row (i) and from related organizations, described in the instructions, on row (ii). Do not list any individuals that aren't listed on Form 990, Part VII.

Note: The sum of columns (B)(i)–(iii) for each listed individual must equal the total amount of Form 990, Part VII, Section A, line 1a, applicable column (D) and (E) amounts for that individual.

(A) Name and Title		(B) Breakdown of W-2 and/or 1099-MISC and/or 1099-NEC compensation			(C) Retirement and other deferred compensation	(D) Nontaxable benefits	(E) Total of columns (B)(i)–(D)	(F) Compensation in column (B) reported as deferred on prior Form 990
		(i) Base compensation	(ii) Bonus & incentive compensation	(iii) Other reportable compensation				
JOHN FLANAGAN, CHIEF 1 EXECUTIVE OFFICER	(i)	258,677.	0.	0.	20,166.	27,274.	306,117.	0.
	(ii)	0.	0.	0.	0.	0.	0.	0.
SHEILA DOYLE, CHIEF 2 FINANCIAL OFFICER	(i)	191,659.	0.	0.	15,739.	11,296.	218,694.	0.
	(ii)	0.	0.	0.	0.	0.	0.	0.
BYRON CLAYTON, CHIEF OF 3 SECTOR PARTNERSHIP	(i)	170,381.	0.	0.	14,108.	23,033.	207,522.	0.
	(ii)	0.	0.	0.	0.	0.	0.	0.
MICHELLE ZIEZIULA, CHIEF 4 OPERATING OFFICER	(i)	167,729.	0.	0.	8,544.	19,333.	195,606.	0.
	(ii)	0.	0.	0.	0.	0.	0.	0.
ANNA MUNRO, VP OF FISCAL & 5 ADMINISTRATIVE COMPLIANCE	(i)	140,806.	0.	0.	11,473.	18,929.	171,208.	0.
	(ii)	0.	0.	0.	0.	0.	0.	0.
	(i)							
	(ii)							
	(i)							
	(ii)							
	(i)							
	(ii)							
	(i)							
	(ii)							
	(i)							
	(ii)							
	(i)							
	(ii)							
	(i)							
	(ii)							
	(i)							
	(ii)							
	(i)							
	(ii)							
	(i)							
	(ii)							

Part III Supplemental Information

Provide the information, explanation, or descriptions required for Part I, lines 1a, 1b, 3, 4a, 4b, 4c, 5a, 5b, 6a, 6b, 7, and 8, and for Part II. Also complete this part for any additional information.

SCHEDULE J, PART II

FOR THE FISCAL YEAR ENDING JUNE 30, 2024, TAMPA BAY WORKFORCE ALLIANCE, INC. PROVIDED (1) A PERSONAL TIME OFF (PTO) PAYOUT OF A PORTION OF UNUSED PTO HOURS FOR THOSE EMPLOYEES WHO ELECTED, SUBJECT TO CERTAIN LIMITATIONS, AND WITH CEO AUTHORIZATION AND (2) COST OF LIVING ADJUSTMENT FOR ELIGIBLE EMPLOYEES. THEREFORE, IN ADDITION TO AN EMPLOYEE'S BASE COMPENSATION, PART VII(D) REPORTABLE COMPENSATION FROM THE ORGANIZATION AND SCHEDULE J, PART II(B)(I) BASE COMPENSATION MAY ALSO INCLUDE PTO PAY OUT, AND COST OF LIVING ADJUSTMENT.

SCHEDULE O
(Form 990)

Department of the Treasury
Internal Revenue Service

Supplemental Information to Form 990 or 990-EZ

Complete to provide information for responses to specific questions on
Form 990 or 990-EZ or to provide any additional information.
Attach to Form 990 or Form 990-EZ.
Go to www.irs.gov/Form990 for the latest information.

OMB No. 1545-0047

2023

Open to Public
Inspection

Name of the organization

TAMPA BAY WORKFORCE ALLIANCE, INC.

Employer identification number
59-3655316

FORM 990, ITEM C, DOING BUSINESS AS:

CAREERSOURCE HILLSBOROUGH PINELLAS

FORM 990, PART I, LINE 1, DESCRIPTION OF ORGANIZATION MISSION:

TAMPA BAY WORKFORCE ALLIANCE INC., PROVIDES JOB TRAINING AND EMPLOYMENT
COUNSELING FOR THOSE INDIVIDUALS WHO NEED EMPLOYMENT, PROMOTES
EMPLOYMENT FOR LOW-INCOME AND UNDEREMPLOYED INDIVIDUALS, AND ASSISTS
WELFARE RECIPIENTS, DISABLED WORKERS, PERSONS AFFECTED BY LAYOFFS, AND
OTHER HARD-TO-PLACE WORKERS IN FINDING MEANINGFUL EMPLOYMENT. THE
ORGANIZATION ALSO PROVIDES BUSINESS CLIENT SERVICES TO INCLUDE EMPLOYEE
MATCHING ON THE JOB TRAINING, AND INCUMBENT WORKER TRAINING.

FORM 990, PART I, LINE 5, NUMBER OF INDIVIDUALS EMPLOYED:

THE TOTAL NUMBER OF INDIVIDUALS EMPLOYED IN CALENDAR YEAR 2023 IS
COMPOSED OF 142 EMPLOYEES AND 483 PAID WORK EXPERIENCE (PWE)
PARTICIPANTS. PWE IS A PLANNED, STRUCTURED, LEARNING EXPERIENCE WHERE
ELIGIBLE PARTICIPANTS GAIN SHORT-TERM WORK EXPERIENCE WITH A
THIRD-PARTY ORGANIZATION WHILE BEING PAID. TAMPA BAY WORKFORCE
ALLIANCE, INC. SERVES AS THE EMPLOYER OF RECORD, PAYS THE PWE
PARTICIPANT, AND IS RESPONSIBLE FOR ALL FEDERAL AND STATE EMPLOYMENT
AND TAX FORMS.

FORM 990, PART III, LINE 1, DESCRIPTION OF ORGANIZATION MISSION:

TAMPA BAY WORKFORCE ALLIANCE INC., PROVIDES JOB TRAINING AND EMPLOYMENT
COUNSELING FOR THOSE INDIVIDUALS WHO NEED EMPLOYMENT, PROMOTES
EMPLOYMENT FOR LOW-INCOME AND UNDEREMPLOYED INDIVIDUALS, AND ASSISTS

For Paperwork Reduction Act Notice, see the Instructions for Form 990 or 990-EZ.

Schedule O (Form 990) 2023

Name of the organization

TAMPA BAY WORKFORCE ALLIANCE, INC.

Employer identification number

59-3655316

WELFARE RECIPIENTS, DISABLED WORKERS, PERSONS AFFECTED BY LAYOFFS, AND OTHER HARD-TO-PLACE WORKERS IN FINDING MEANINGFUL EMPLOYMENT. THE ORGANIZATION ALSO PROVIDES BUSINESS CLIENT SERVICES TO INCLUDE EMPLOYEE MATCHING ON THE JOB TRAINING, AND INCUMBENT WORKER TRAINING.

FORM 990, PART III, LINE 4D, OTHER PROGRAM SERVICES:

OTHER PROGRAM SERVICES INCLUDE: THE SUPPLEMENTAL NUTRITION ASSISTANCE PROGRAM, UNEMPLOYMENT AND REEMPLOYMENT PROGRAMS, TRADE ADJUSTMENT ASSISTANCE, NATIONAL EMERGENCY GRANT PROGRAMS, ADULT EDUCATION AND H1B SKILLS TRAINING GRANT PROGRAMS. ALL OF THESE PROGRAMS WERE IMPLEMENTED TO ENHANCE THE EMPLOYMENT SKILLS AND THE EMPLOYABILITY OF THE PARTICIPANTS.

EXPENSES \$ 3,062,172. INCLUDING GRANTS OF \$ 221,874. REVENUE \$ 47,088.

FORM 990, PART III, 4A-4C, PROGRAM SERVICE ACCOMPLISHMENTS:

THE EXPENSES AMOUNTS REFLECTED IN 4A OF \$7,726,864, 4B OF \$4,928,511 AND 4C OF \$2,069,501 DOES NOT REFLECT THE ENTIRE COST OF A PROGRAM SERVICE AND EXCLUDES THE AMOUNT THAT RELATES TO MANAGEMENT AND GENERAL EXPENSE OF \$563,989, \$359,735 AND \$151,054, RESPECTIVELY.

FORM 990, PART VI, SECTION A, LINE 1A:

THE EXECUTIVE COMMITTEE SHALL HAVE THE AUTHORITY TO EXERCISE THOSE POWERS OF THE BOARD, WHICH MAY BE LAWFULLY DELEGATED, TO MANAGE THE BUSINESS AND AFFAIRS OF THE ORGANIZATION BETWEEN MEETINGS OF THE BOARD SUCH AS WHEN TIME REQUIREMENTS DO NOT PERMIT CONSIDERATION AND ACTION BY THE FULL BOARD WITHOUT IMPACTING DELIVERY OF PROGRAMS OR SERVICES. THE EXECUTIVE COMMITTEE SHALL REPORT ALL ACTIONS FOR APPROVAL AT THE NEXT BOARD MEETING.

Name of the organization

TAMPA BAY WORKFORCE ALLIANCE, INC.

Employer identification number

59-3655316

FORM 990, PART VI, SECTION A, LINE 7A:

THE CHIEF ELECTED OFFICIALS (CEOS) OF THE UNIT OF GOVERNMENT FOR THE LOCAL WORKFORCE DEVELOPMENT AREA, WHICH IS THE HILLSBOROUGH BOARD OF COUNTY COMMISSIONERS, SHALL APPOINT THE MEMBERS OF THE BOARD CONSISTENT WITH CRITERIA ESTABLISHED UNDER WIOA, CRITERIA ESTABLISHED BY THE GOVERNOR, AND IN ACCORDANCE WITH HILLSBOROUGH BOARD OF COUNTY COMMISSIONERS POLICY AS AMENDED. THE AUTHORITY TO APPOINT, REAPPOINT, OR REVOKE THE APPOINTMENT OF MEMBERS TO THE BOARD LIES SOLELY WITH THE CEOS. MEMBERS OF THE BOARD SHALL SERVE AT THE PLEASURE OF THE CEOS AND MAY BE REMOVED EITHER WITH OR WITHOUT CAUSE AT ANY TIME.

FORM 990, PART VI, SECTION A, LINE 7B:

ALL CORPORATE POWERS SHALL BE EXERCISED BY OR UNDER THE AUTHORITY OF THE BOARD IN CONJUNCTION WITH THE APPROVAL OF THE CEOS, AND THE BUSINESS AFFAIRS OF THE TAMPA BAY WORKFORCE ALLIANCE WILL BE MANAGED UNDER DIRECTION OF THE BOARD AND THE CEOS. THE BOARD AND CEOS SHALL DIRECT STRATEGIC AND OPERATIONAL OVERSIGHT OF THE TAMPA BAY WORKFORCE ALLIANCE TO HELP DEVELOP A COMPREHENSIVE AND HIGH-QUALITY WORKFORCE DELIVERY SYSTEM IN THE LOCAL AREA.

FORM 990, PART VI, SECTION B, LINE 11B:

A FINAL COPY OF FORM 990 WILL BE PROVIDED TO EACH VOTING MEMBER OF THE BOARD OF DIRECTORS BEFORE BEING FILED WITH THE INTERNAL REVENUE SERVICE.

FORM 990, PART VI, SECTION B, LINE 12C:

AT THE BEGINNING OF A BOARD MEETING WHEREBY CONFLICT OF INTEREST IS APPLICABLE, THE CONFLICT OF INTEREST POLICY IS REVIEWED AND RELATED PARTY PROCEDURES ARE FOLLOWED.

Name of the organization

TAMPA BAY WORKFORCE ALLIANCE, INC.

Employer identification number

59-3655316

FORM 990, PART VI, SECTION B, LINE 15:

COMPENSATION IS DETERMINED INDEPENDENTLY BY AN ANNUAL REVIEW AND APPROVAL PROCESS. THIS IS APPROVED BY AN EXECUTIVE COMMITTEE OF THE BOARD OF DIRECTORS. THE DIRECTOR AND STAFF SALARIES OF THE ORGANIZATION SHALL BE SUBJECT TO THE LIMITATIONS ON THE PAYMENT OF SALARY AND BONUSES AS DESCRIBED IN WIOA SECTION 194(15) AND 2 CFR SECTION 200.430.

FORM 990, PART VI, SECTION C, LINE 19:

THEY ARE PROVIDED UPON REQUEST VIA THE COMMUNICATIONS DEPARTMENT.

FORM 990, PART IX, LINE 11G, OTHER FEES:

OTHER PROFESSIONAL FEES:

PROGRAM SERVICE EXPENSES	380,482.
MANAGEMENT AND GENERAL EXPENSES	21,897.
FUNDRAISING EXPENSES	0.
TOTAL EXPENSES	402,379.

PAYROLL PROCESSING FEES:

PROGRAM SERVICE EXPENSES	65,186.
MANAGEMENT AND GENERAL EXPENSES	3,752.
FUNDRAISING EXPENSES	0.
TOTAL EXPENSES	68,938.

CONTRACT LABOR:

PROGRAM SERVICE EXPENSES	275,904.
MANAGEMENT AND GENERAL EXPENSES	15,878.
FUNDRAISING EXPENSES	0.
TOTAL EXPENSES	291,782.

59-3655316

763,099.

DRAFT

**Application for Extension of Time To File an Exempt Organization
Return or Excise Taxes Related to Employee Benefit Plans**

OMB No. 1545-0047

Department of the Treasury
Internal Revenue Service**File a separate application for each return.**
Go to www.irs.gov/Form8868 for the latest information.

Electronic filing (e-file). You can electronically file Form 8868 to request up to a 6-month extension of time to file any of the forms listed below except for Form 8870, Information Return for Transfers Associated With Certain Personal Benefit Contracts. An extension request for Form 8870 must be sent to the IRS in a paper format (see instructions). For more details on the electronic filing of Form 8868, visit www.irs.gov/e-file-providers/e-file-for-charities-and-non-profits.

Caution: If you are going to make an electronic funds withdrawal (direct debit) with this Form 8868, see Form 8453-TE and Form 8879-TE for payment instructions.

All corporations required to file an income tax return other than Form 990-T (including 1120-C filers), partnerships, REMICs, and trusts must use Form 7004 to request an extension of time to file income tax returns.

Part I - Identification

Type or Print File by the due date for filing your return. See instructions.	Name of exempt organization, employer, or other filer, see instructions. TAMPA BAY WORKFORCE ALLIANCE, INC.	Taxpayer identification number (TIN) 59-3655316
	Number, street, and room or suite no. If a P.O. box, see instructions. 4350 W CYPRESS STREET, 875	
	City, town or post office, state, and ZIP code. For a foreign address, see instructions. TAMPA, FL 33634-6392	

Enter the Return Code for the return that this application is for (file a separate application for each return) **01**

Application Is For	Return Code	Application Is For	Return Code
Form 990 or Form 990-EZ	01	Form 4720 (other than individual)	09
Form 4720 (individual)	03	Form 5227	10
Form 990-PF	04	Form 6069	11
Form 990-T (sec. 401(a) or 408(a) trust)	05	Form 8870	12
Form 990-T (trust other than above)	06	Form 5330 (individual)	13
Form 990-T (corporation)	07	Form 5330 (other than individual)	14
Form 1041-A	08		

• After you enter your Return Code, complete either Part II or Part III. Part III, including signature, is applicable only for an extension of time to file Form 5330.

• If this application is for an extension of time to file Form 5330, you must enter the following information.

Plan Name _____
Plan Number _____
Plan Year Ending (MM/DD/YYYY) _____

Part II - Automatic Extension of Time To File for Exempt Organizations (see instructions)

The books are in the care of **SHEILA DOYLE**
4350 W CYPRESS STREET, 875 - TAMPA, FL 33634-6392

Telephone No. **813-397-2077** Fax No. _____

- If the organization does not have an office or place of business in the United States, check this box ☐
- If this is for a Group Return, enter the organization's four-digit Group Exemption Number (GEN) _____. If this is for the whole group, check this box ☐. If it is for part of the group, check this box ☐ and attach a list with the names and TINs of all members the extension is for.

1 I request an automatic 6-month extension of time until **MAY 15**, 20 **25**, to file the exempt organization return for the organization named above. The extension is for the organization's return for:
☐ calendar year 20 ____ or
☒ tax year beginning **JUL 1**, 20 **23**, and ending **JUN 30**, 20 **24**

2 If the tax year entered in line 1 is for less than 12 months, check reason: ☐ Initial return ☐ Final return
☐ Change in accounting period

3a If this application is for Forms 990-PF, 990-T, 4720, or 6069, enter the tentative tax, less any nonrefundable credits. See instructions.	3a	\$	0.
b If this application is for Forms 990-PF, 990-T, 4720, or 6069, enter any refundable credits and estimated tax payments made. Include any prior year overpayment allowed as a credit.	3b	\$	0.
c Balance due. Subtract line 3b from line 3a. Include your payment with this form, if required, by using EFTPS (Electronic Federal Tax Payment System). See instructions.	3c	\$	0.

For Privacy Act and Paperwork Reduction Act Notice, see instructions.Form **8868** (Rev. 1-2024)

APPLICATION FOR REGISTRATION OF FICTITIOUS NAME

REGISTRATION# G24000049112

Fictitious Name to be Registered: CAREERSOURCE HILLSBOROUGH PINELLAS

Mailing Address of Business: 4350 CYPRESS STREET
SUITE 875
TAMPA, FL 33607

Florida County of Principal Place of Business: MULTIPLE

FEI Number: 59-3655316

FILED
Apr 11, 2024
Secretary of State

Owner(s) of Fictitious Name:

TAMPA BAY WORKFORCE ALLIANCE, INC.
4350 CYPRESS STREET, SUITE 875
TAMPA, FL 33607 US
Florida Document Number: N00000004345
FEI Number: 59-3655316

DRAFT

I the undersigned, being an owner in the above fictitious name, certify that the information indicated on this form is true and accurate. I further certify that the fictitious name to be registered has been advertised at least once in a newspaper as defined in Chapter 50, Florida Statutes, in the county where the principal place of business is located. I understand that the electronic signature below shall have the same legal effect as if made under oath and I am aware that false information submitted in a document to the Department of State constitutes a third degree felony as provided for in s. 817.155, Florida Statutes.

SHEILA DOYLE

04/11/2024

Electronic Signature(s)

Date

Certificate of Status Requested ()

Certified Copy Requested (X)



Action Item

Tampa Bay Workforce Alliance, Inc. 401k Plan Audit and 5500 Filing December 31, 2023

Background

Per Amended and Restated By-Laws of Tampa Bay Workforce Alliance, Inc. d/b/a CareerSource Hillsborough Pinellas ("By-Laws"), the Audit Committee's responsibilities includes but are not limited to: "Reviewing and recommending for Board acceptance of the annual financial audit and 401(k) plan audit." [By-Laws, Article VII, Section 7.4(G)]

Information

The audit for December 31, 2023, 401k plan year was completed and filed with the Form 5500 before the extended filing deadline date, October 17th, 2024. Enclosed is a copy of the audit report.

Recommendation

Acceptance of the Tampa Bay Workforce Alliance, Inc. 401k Plan Audit for the calendar year ending December 31, 2023.

Tampa Bay Workforce Alliance, Inc. 401(k) Plan

Financial Statements
and
Supplemental Schedule

December 31, 2023 and 2022

(With Independent Auditor's Report Thereon)

Tampa Bay Workforce Alliance, Inc. 401(k) Plan
Table of Contents
Financial Statements and Supplemental Schedule

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Supplemental Schedule:	
Schedule H, Line 4i - Schedule of Assets (Held at End of Year)	18
Note: Supplemental Schedules required by ERISA which are not included herein have been omitted because they are not applicable.	



230 Park Avenue, 3rd Floor
New York, NY 10169
212-359-0699
fax: 212-359-0701
www.bdgcpa.com

Independent Auditor's Report

To the Administrative Committee of the
Tampa Bay Workforce Alliance, Inc. 401(k) Plan
Tampa, Florida

Scope and Nature of the ERISA Section 103(a)(3)(C) Audit

We have performed audits of the accompanying financial statements of the Tampa Bay Workforce Alliance, Inc. 401(k) Plan (the "Plan"), an employee benefit plan subject to the Employee Retirement Income Security Act of 1974 (ERISA), as permitted by ERISA Section 103(a)(3)(C) [ERISA Section 103(a)(3)(C) audit]. The financial statements comprise the statements of net assets available for benefits as of December 31, 2023 and 2022, and the related statements of changes in net assets available for benefits for the years then ended, and the related notes to the financial statements.

Management, having determined it is permissible in the circumstances, has elected to have the audits of the Plan's financial statements performed in accordance with ERISA Section 103(a)(3)(C) pursuant to 29 CFR 2520.103-8 of the Department of Labor's Rules and Regulations for Reporting and Disclosure under ERISA. As permitted by ERISA Section 103(a)(3)(C), our audits need not extend to any statements or information related to assets held for investment of the plan (investment information) by a bank or similar institution or insurance carrier that is regulated, supervised, and subject to periodic examination by a state or federal agency, provided that the statements or information regarding assets so held are prepared and certified to by the bank or similar institution or insurance carrier in accordance with 29 CFR 2520.103-5 of the Department of Labor's Rules and Regulations for Reporting and Disclosure under ERISA (qualified institution).

Management has obtained certifications from a qualified institution as of and for the years ended December 31, 2023 and 2022, stating that the certified investment information, as described in Note 3 to the financial statements, is complete and accurate.

Opinion

In our opinion, based on our audits and on the procedures performed as described in the Auditor's Responsibilities for the Audit of the Financial Statements section –

- the amounts and disclosures in the financial statements referred to above, other than those agreed to or derived from the certified investment information, are presented fairly, in all material respects, in accordance with accounting principles generally accepted in the United States of America.
- the information in the financial statements referred to above related to assets held by and certified to by a qualified institution agrees to, or is derived from, in all material respects, the information prepared and certified by an institution that management determined meets the requirements of ERISA Section 103(a)(3)(C).

Basis for Opinion

We conducted our audits in accordance with auditing standards generally accepted in the United States of America (GAAS). Our responsibilities under those standards are further described in the Auditor's Responsibilities for the Audit of the Financial Statements section of our report. We are required to be independent of the Plan and to meet our other ethical responsibilities in accordance with the relevant ethical requirements relating to our audits. We believe that the audit evidence we have obtained is sufficient and appropriate to provide a basis for our ERISA Section 103(a)(3)(C) audit opinion.

Responsibilities of Management for the Financial Statements

Management is responsible for the preparation and fair presentation of the financial statements in accordance with accounting principles generally accepted in the United States of America, and for the design, implementation, and maintenance of internal control relevant to the preparation and fair presentation of financial statements that are free from material misstatement, whether due to fraud or error. Management's election of the ERISA Section 103(a)(3)(C) audit does not affect management's responsibility for the financial statements.

In preparing the financial statements, management is required to evaluate whether there are conditions or events, considered in the aggregate, that raise substantial doubt about the Plan's ability to continue as a going concern for one year after the date the financial statements are available to be issued.

Management is also responsible for maintaining a current plan instrument, including all plan amendments; administering the plan; and determining that the plan's transactions that are presented and disclosed in the financial statements are in conformity with the plan's provisions, including maintaining sufficient records with respect to each of the participants, to determine the benefits due or which may become due to such participants.

Auditor's Responsibilities for the Audit of the Financial Statements

Except as described in the Scope and Nature of the ERISA Section 103(a)(3)(C) Audit section of our report, our objectives are to obtain reasonable assurance about whether the financial statements as a whole are free from material misstatement, whether due to fraud or error, and to issue an auditor's report that includes our opinion. Reasonable assurance is a high level of assurance but is not absolute assurance and therefore is not a guarantee that an audit conducted in accordance with GAAS will always detect a material misstatement when it exists. The risk of not detecting a material misstatement resulting from fraud is higher than for one resulting from error, as fraud may involve collusion, forgery, intentional omissions, misrepresentations, or the override of internal control. Misstatements are considered material if there is a substantial likelihood that, individually or in the aggregate, they would influence the judgment made by a reasonable user based on the financial statements.

In performing an audit in accordance with GAAS, we:

- Exercise professional judgment and maintain professional skepticism throughout the audit.
- Identify and assess the risks of material misstatement of the financial statements, whether due to fraud or error, and design and perform audit procedures responsive to those risks. Such procedures include examining, on a test basis, evidence regarding the amounts and disclosures in the financial statements.
- Obtain an understanding of internal control relevant to the audit in order to design audit procedures that are appropriate in the circumstances, but not for the purpose of expressing an opinion on the effectiveness of the Plan's internal control. Accordingly, no such opinion is expressed.
- Evaluate the appropriateness of accounting policies used and the reasonableness of significant accounting estimates made by management, as well as evaluate the overall presentation of the financial statements.
- Conclude whether, in our judgment, there are conditions or events, considered in the aggregate, that raise substantial doubt about the Plan's ability to continue as a going concern for a reasonable period of time.

Our audits did not extend to the certified investment information, except for obtaining and reading the certification, comparing the certified investment information with the related information presented and disclosed in the financial statements, and reading the disclosures relating to the certified investment information to assess whether they are in accordance with the presentation and disclosure requirements of accounting principles generally accepted in the United States of America.

Accordingly, the objective of an ERISA Section 103(a)(3)(C) audit is not to express an opinion about whether the financial statements as a whole are presented fairly, in all material respects, in accordance with accounting principles generally accepted in the United States of America.

We are required to communicate with those charged with governance regarding, among other matters, the planned scope and timing of the audit, significant audit findings, and certain internal control-related matters that we identified during the audit.

Other Matter – Supplemental Schedule Required by ERISA

The supplemental schedule, Schedule of Assets (Held at End of Year) as of December 31, 2023, is presented for purposes of additional analysis and is not a required part of the financial statements but is supplementary information required by the Department of Labor's Rules and Regulations for Reporting and Disclosure under ERISA. Such information is the responsibility of management and was derived from and relates directly to the underlying accounting and other records used to prepare the financial statements. The information included in the supplemental schedule, other than that agreed to or derived from the certified investment information, has been subjected to auditing procedures applied in the audits of the financial statements and certain additional procedures, including comparing and reconciling such information directly to the underlying accounting and other records used to prepare the financial statements or to the financial statements themselves, and other additional procedures in accordance with generally accepted auditing standards. For information included in the supplemental schedule that agreed to or is derived from the certified investment information, we compared such information to the related certified investment information.

In forming our opinion on the supplemental schedule, we evaluated whether the supplemental schedule, other than the information agreed to or derived from the certified investment information, including its form and content, is presented in conformity with the Department of Labor's Rules and Regulations for Reporting and Disclosure under ERISA.

In our opinion –

- the form and content of the supplemental schedule, other than the information in the supplemental schedule that agreed to or is derived from the certified investment information, is presented, in all material respects, in conformity with the Department of Labor's Rules and Regulations for Reporting and Disclosure under ERISA.
- the information in the supplemental schedule related to assets held by and certified to by a qualified institution agrees to, or is derived from, in all material respects, the information prepared and certified by an institution that management determined meets the requirements of ERISA Section 103(a)(3)(C).

BDG-CPAs

New York, NY

October 1, 2024

Tampa Bay Workforce Alliance, Inc. 401(k) Plan
Statements of Net Assets Available For Benefits
December 31,

	<u>2023</u>	<u>2022</u>
<i>Assets</i>		
Investments:		
Investments at fair value, participant directed	\$ 3,945,249	\$ 3,076,758
Total investments	<u>3,945,249</u>	<u>3,076,758</u>
Receivables:		
Notes receivable from participants	102,875	85,442
Total receivables	<u>102,875</u>	<u>85,442</u>
 Total assets	 <u>4,048,124</u>	 <u>3,162,200</u>
<i>Liabilities</i>		
Excess contributions payable	14,445	66
Total liabilities	<u>14,445</u>	<u>66</u>
 Net assets available for benefits	 <u><u>\$ 4,033,679</u></u>	 <u><u>\$ 3,162,134</u></u>

The accompanying notes are an integral part of the financial statements.

Tampa Bay Workforce Alliance, Inc. 401(k) Plan
Statements of Changes in Net Assets Available for Benefits
For the years ended December 31,

	<u>2023</u>	<u>2022</u>
Additions to net assets attributed to:		
Investment income (loss):		
Net appreciation (depreciation) in fair value of investments	\$ 486,784	\$ (644,798)
Dividends	88,572	62,649
Total investment income (loss)	<u>575,356</u>	<u>(582,149)</u>
Interest income on notes receivable from participants	<u>5,494</u>	<u>6,628</u>
Contributions:		
Participant	211,451	224,824
Employer	392,210	334,722
Rollover	272,305	29,868
Total contributions	<u>875,966</u>	<u>589,414</u>
Total additions	<u>1,456,816</u>	<u>13,893</u>
Deductions from net assets attributed to:		
Benefits paid to participants	565,735	291,942
Administrative expenses	19,536	17,407
Total deductions	<u>585,271</u>	<u>309,349</u>
Net increase (decrease)	871,545	(295,456)
Net assets available for benefits, beginning of year	<u>3,162,134</u>	<u>3,457,590</u>
Net assets available for benefits, end of year	<u><u>\$ 4,033,679</u></u>	<u><u>\$ 3,162,134</u></u>

The accompanying notes are an integral part of the financial statements.

Tampa Bay Workforce Alliance, Inc. 401(k) Plan
Notes to Financial Statements
December 31, 2023 and 2022

Note 1 – Plan Description

The following description of the Tampa Bay Workforce Alliance, Inc. 401(k) Plan (the “Plan”) provides only general information. Participants should refer to the Plan document for a more complete description of the Plan’s provisions.

General

The Plan is a defined contribution plan covering all employees of Tampa Bay Workforce Alliance, Inc. (“the Company”) upon completing the Plan’s eligibility requirements. Employees become eligible for participation after completing 6 months of service. Plan participation begins on the first day of the month following the completion of the eligibility requirements. The Plan is subject to the provisions of the Employee Retirement Income Security Act of 1974 (ERISA).

The Plan was amended and restated effective October 1, 2021. Effective October 1, 2021, employees must be age 18 or older in order to be eligible to participate in the Plan and interns, temporary employees, and co-op students and employees in the category of Paid Work experience are not eligible to participate in the Plan.

Effective July 1, 2023, the Plan was amended to credit prior service to employees previously employed by Educational Data Systems Inc. (EDSI).

Contributions

Each year, participants may elect to contribute not less than 1% and not more than 80% of eligible compensation, as defined in the Plan, on a pre-tax or after-tax (Roth) basis, subject to an annual maximum dollar limitation (\$22,500 in 2023 and \$20,500 in 2022). Participants who have attained age 50 before the end of the Plan year are eligible to make catch-up contributions, subject to an annual maximum dollar limitation (\$7,500 in 2023 and \$6,500 in 2022). Notwithstanding the foregoing, the plan administrator can limit the contributions of all participants or any class of participants to the extent it determines that such limitation is necessary to keep the Plan in compliance with the currently applicable provisions of the Internal Revenue Code. Participants may also contribute amounts representing distributions from other qualified retirement plans (rollover). Participants direct the investment of their contributions into various investment options offered by the Plan.

Effective October 1, 2021 participants may elect to have compensation deferred by up to 100% of eligible compensation. Effective January 1, 2022 all new participants to the Plan will be subject to a 1% automatic deferral contribution rate unless otherwise elected.

Tampa Bay Workforce Alliance, Inc. 401(k) Plan
Notes to Financial Statements
December 31, 2023 and 2022

Note 1 – Plan Description (continued)

The Company may decide each contribution period whether to make a discretionary matching contribution or discretionary nonelective employer contribution on behalf of all eligible participants. The percentage of elective deferrals to be matched will be determined by the Company and allocated to participants at the end of the Plan year. Discretionary nonelective employer contributions shall be allocated to eligible participants each pay period at a rate of 5% of eligible compensation, as defined by the Plan.

Participant Accounts

Each participant's account is credited with the participant's contributions, employer discretionary matching contributions, and discretionary nonelective employer contributions, as well as allocations of Plan earnings. Participant accounts are charged with an allocation of administrative expenses that are paid by the Plan. Allocations are based on participant earnings, account balances, or specific participant transactions, as defined. The benefit to which a participant is entitled is the benefit that can be provided from the participant's vested account.

Vesting

Each participant has a nonforfeitable right to 100% of the value of his or her salary reduction contributions and rollover contribution accounts. A participant shall have a vested interest in his or her employer contribution account according to the following vesting schedule.

<u>Years of Service</u>	<u>Vested Interest</u>
Less than 1 year	0%
1 year or more	100%

Payment of Benefits

Participants are eligible to receive benefits upon retirement, death, disability or termination of employment. Distributions of benefits are paid as a lump sum payment. Participants are able to receive in service distributions after attaining 59 ½ upon incurring a financial hardship.

Tampa Bay Workforce Alliance, Inc. 401(k) Plan
Notes to Financial Statements
December 31, 2023 and 2022

Note 1 – Plan Description (continued)

Notes Receivable from Participants

Participants may borrow from their fund accounts up to a maximum equal to the lesser of \$50,000 or 50 percent of their account balance. A participant may not have more than three outstanding loans at any one time. The loans are secured by the balance in the participant's account. Such loans bear interest at the prime rate plus two percent. All loans shall be repaid by payroll deduction within five years unless the loan is used for the purchase of your primary residence. Loans used to purchase your primary residence may be repaid within a period of no more than 30 years. Effective October 1, 2021 the minimum loan amount is \$500, a participant may not have more than two loans outstanding at any one time, and loans bear interest at the prime rate plus one percent.

SECURE Act and CARES Act

On December 20, 2019, the Setting Every Community Up for Retirement Enhancement (“SECURE”) Act was passed, and most provisions in the law became effective on January 1, 2020. The SECURE Act implements key retirement legislation reform for plan sponsors and individuals. These provisions did not have a material impact on the financial statements.

In response to the COVID-19 global pandemic, on March 27, 2020 the Coronavirus Aid, Relief, and Economic Security (“CARES”) Act was enacted and signed into law. Certain provisions of the CARES Act impact the operation of retirement plans during 2023 and 2022. These provisions did not have a material impact on the financial statements.

On August 3, 2022, the IRS released Notice 2022-33, which extends the deadline for adopting any SECURE Act plan amendments until December 31, 2025, to provide relief for plan sponsors waiting for final IRS guidance on many of the SECURE Act's provisions. The IRS expects SECURE Act guidance to be issued with the 2023 Required Amendment list. The Notice also extends the deadline for the 2020 waiver in the CARES Act of required minimum distributions until December 31, 2025. These amendments can be retroactively adopted; therefore, the Plan can implement the amendments prior to amending the plan instrument. Similarly, plans may have voluntarily adopted provisions under the CARES Act by placing them in operation without amending the plan as long as the plan management makes the required amendments to plan documents by December 31, 2025.

Tampa Bay Workforce Alliance, Inc. 401(k) Plan
Notes to Financial Statements
December 31, 2023 and 2022

Note 1 – Plan Description (continued)

SECURE 2.0 Act of 2022

The SECURE 2.0 Act of 2022 (“SECURE 2.0 Act”) was signed into law on December 29, 2022, to increase retirement savings, improve retirement rules, and lower employer costs of setting up a retirement plan. Plan amendments required by the SECURE 2.0 Act generally need not be made until the end of the first plan year beginning on or after January 1, 2025; however, plans must be operated in accordance with the effective date of each new provision. There is no current impact to the Plan and these provisions did not have an impact on the financial statements. Since the provisions include both required and optional elements, the Plan Administrator will determine the optional provisions to elect.

Forfeited Accounts

Forfeitures, resulting from application of the vesting provisions, are maintained separately by the Plan, and are used to reduce future Employer matching contributions or to pay administrative expenses.

Note 2 – Summary of Significant Accounting Policies

Basis of Accounting

The financial statements of the Plan are prepared on the accrual basis of accounting in accordance with accounting principles generally accepted in the United States of America.

Use of Estimates

The preparation of financial statements in accordance with accounting principles generally accepted in the United States of America requires management to make estimates and assumptions that affect the reported amounts of assets and liabilities and changes therein, and disclosure of contingent assets and liabilities. Actual results could differ from those estimates.

Valuation of Investments and Income Recognition

Investments are reported at fair value. Fair value is the price that would be received to sell an asset or paid to transfer a liability in an orderly transaction between market participants at the measurement date. The Plan’s Investment Committee determines the Plan’s valuation policies utilizing information provided by the investment adviser and custodian. See Note 4 for discussion of fair value measurements.

Tampa Bay Workforce Alliance, Inc. 401(k) Plan
Notes to Financial Statements
December 31, 2023 and 2022

Note 2 – Summary of Significant Accounting Policies (continued)

Purchases and sales of securities are recorded on a trade-date basis. Interest income is recorded on the accrual basis. Dividends are recorded on the ex-dividend date. Net appreciation (depreciation) includes the Plan's gains and losses on investments bought and sold as well as held during the year.

Notes Receivable From Participants

Notes receivable from participants are measured at their unpaid principal balance plus any accrued but unpaid interest. Interest income is recorded on the accrual basis. Related fees are recorded as administrative expenses and are expensed when they are incurred. No allowance for credit losses has been recorded as of December 31, 2023 and 2022. If a participant ceases to make loan repayments and the plan administrator deems the participant loan to be in default, the participant loan balance is reduced and a benefit payment is recorded.

Excess Contributions Payable

Amounts payable to participants for contributions in excess of amounts allowed by the IRS are recorded as a liability with a corresponding reduction to contributions. The Plan distributed the 2023 and 2022 excess contributions to the applicable participants prior to March 15, 2024 and 2023, respectively.

Payment of Benefits

Benefits are recorded when paid.

Plan Expenses

Certain expenses of maintaining the Plan are paid directly by the Company and are excluded from these financial statements. Fees related to the administration of notes receivable from participants are charged directly to the participant's account and are included in administrative expenses. Investment related expenses are included in net appreciation (depreciation) of fair value of investments.

Tampa Bay Workforce Alliance, Inc. 401(k) Plan
Notes to Financial Statements
December 31, 2023 and 2022

Note 3 – Investments and Information Certified by the Trustee

The Plan management has elected the method of compliance permitted by 29 CFR 2520.103-8 of the Department of Labor's Rules and Regulations for Reporting and Disclosure under ERISA. Accordingly, as permitted under such election, plan management instructed the Plan's independent auditors not to perform any auditing procedures with respect to the following information certified by John Hancock Trust Company LLC, the trustee of the Plan, as complete and accurate, except for comparing such information certified by the trustee with information included in the Plan's financial statements and supplemental schedule:

Investments held and notes receivable from participants certified by the trustee:

	<i>As of December 31,</i>	
	<u>2023</u>	<u>2022</u>
Investments	\$ 3,945,249	\$ 3,076,758
Notes receivable from participants	102,875	85,442

Investment income (loss) and interest income on notes receivable from participants certified by the trustee:

	<i>For the Year Ended December 31,</i>	
	<u>2023</u>	<u>2022</u>
Net appreciation (depreciation) in fair value of investments	\$ 486,784	\$ (644,798)
Dividend income	88,572	62,649
Interest income on notes receivable from participants	5,494	6,628

The following presents select investments, with approximate percentage of the Plan's net assets, as of December 31, 2023 and 2022.

	<i>December 31,</i>			
	<u>2023</u>		<u>2022</u>	
BlackRock LifePath Index 2035 Fund Class K Shares	\$ 861,775	21%	\$ 647,904	20%
BlackRock LifePath Index 2045 Fund Class K Shares	625,512	16%	\$ 457,203	14%
BlackRock LifePath Index 2040 Fund Class K Shares	531,838	13%	\$ 421,634	13%

During the years ended December 31, 2023 and 2022, the Plan's investments (including investments bought and sold, as well as held during the year) appreciated (depreciated) in value by \$486,784 and \$(644,798), respectively.

Tampa Bay Workforce Alliance, Inc. 401(k) Plan
Notes to Financial Statements
December 31, 2023 and 2022

Note 4 - Fair Value Measurements

The framework for measuring fair value provides a fair value hierarchy that prioritizes the inputs to valuation techniques used to measure fair value. The hierarchy gives the highest priority to unadjusted quoted prices in active markets for identical assets or liabilities (level 1) and the lowest priority to unobservable inputs (level 3). The three levels of the fair value hierarchy under FASB ASC 820 are described as follows:

Level 1 Inputs to the valuation methodology are unadjusted quoted prices for identical assets or liabilities in active markets that the Plan has the ability to access.

Level 2 Inputs to the valuation methodology include:

- Quoted prices for similar assets or liabilities in active markets;
- Quoted prices for identical or similar assets or liabilities in inactive markets;
- Inputs other than quoted prices that are observable for the asset or liability; and
- Inputs that are derived principally from or corroborated by observable market data by correlation or other means.

If the asset or liability has a specified (contractual) term, the level 2 input must be observable for substantially the full term of the asset or liability.

Level 3 Inputs to the valuation methodology are unobservable and significant to the fair value measurement.

The asset or liability's fair value measurement level within the fair value hierarchy is based on the lowest level of any input that is significant to the fair value measurement. Valuation techniques maximize the use of relevant observable inputs and minimize the use of unobservable inputs.

Following is a description of the valuation methodologies used for assets measured at fair value. There have been no changes in the methodologies used at December 31, 2023 and 2022.

Mutual funds: Valued at the daily closing price as reported by the fund. Mutual funds held by the Plan are open-end mutual funds that are registered with the Securities and Exchange Commission. These funds are required to publish their daily net asset value (NAV) and to transact at that price. The mutual funds held by the Plan are deemed to be actively traded.

Common/Collective Trust: Valued at the NAV of units of a bank collective trust. The NAV, as provided by the trustee, is used as a practical expedient to estimate fair value. The NAV is based on the fair value of the underlying investments held by the fund less its liabilities. This practical expedient is not used when it is determined to be probable that the fund will sell the investment for an amount different than the reported NAV.

Tampa Bay Workforce Alliance, Inc. 401(k) Plan
Notes to Financial Statements
December 31, 2023 and 2022

Note 4 - Fair Value Measurements (continued)

Participant transactions (purchases and sales) may occur daily. Were the Plan to initiate a full redemption of the collective trust, the investment adviser reserves the right to temporarily delay withdrawal from the trust in order to ensure that securities liquidations will be carried out in an orderly business manner.

The categorization of an investment within the fair value hierarchy is based upon the pricing transparency of the investment and does not necessarily correspond to Plan management's perceived risk of that investment.

The preceding methods described may produce a fair value calculation that may not be indicative of net realizable value or reflective of future fair value. While Plan management believes its valuation methods are appropriate and consistent with other market participants, the use of different methodologies or assumptions to determine the fair value of certain financial instruments could result in a different fair value measurement at the reporting date.

The following table sets forth by level, within the fair value hierarchy, the Plan's assets at fair value as of December 31, 2023 and 2022:

	<i>Assets at Fair Value as of December 31, 2023</i>			
	<i>Level 1</i>	<i>Level 2</i>	<i>Level 3</i>	<i>Total</i>
Mutual funds	\$ 3,868,848	\$ -	\$ -	\$ 3,868,848
Total assets in the fair value hierarchy	<u>\$ 3,868,848</u>	<u>\$ -</u>	<u>\$ -</u>	\$ 3,868,848
Investments measured at net asset value				<u>76,401</u>
Investments at fair value				\$ 3,945,249

	<i>Assets at Fair Value as of December 31, 2022</i>			
	<i>Level 1</i>	<i>Level 2</i>	<i>Level 3</i>	<i>Total</i>
Mutual funds	\$ 2,990,401	\$ -	\$ -	\$ 2,990,401
Total assets in the fair value hierarchy	<u>\$ 2,990,401</u>	<u>\$ -</u>	<u>\$ -</u>	\$ 2,990,401
Investments measured at net asset value				<u>86,357</u>
Investments at fair value				\$ 3,076,758

Tampa Bay Workforce Alliance, Inc. 401(k) Plan
Notes to Financial Statements
December 31, 2023 and 2022

Note 4 - Fair Value Measurements (continued)

Fair Value of Investments in Entities that Use NAV

The following table summarizes investments measured at fair value based on NAV per share as of December 31, 2023 and 2022, respectively.

<i>Investment</i>	<i>Fair Value December 31, 2023</i>	<i>Fair Value December 31, 2022</i>	<i>Unfunded Commitments</i>	<i>Redemption Frequency (if currently eligible)</i>	<i>Redemption Notice Period</i>
John Hancock Stable Value R11	\$ 76,401	\$ 86,357	n/a	Daily	Daily

Note 5 – Risks and Uncertainties

The Plan invests in various investment securities. Investment securities are exposed to various risks, such as interest rate, market, and credit risks. Market risks include risks related to pandemics and international conflicts. Due to the level of risk associated with certain investment securities, it is at least reasonably possible that changes in the values of investment securities will occur in the near term and that such changes could materially affect participants' account balances and the amounts reported in the statement of net assets available for benefits.

Note 6 – Related-Party Transactions and Party-In-Interest Transactions

Management believes that fees paid during the year for administrative and managerial services rendered by John Hancock Trust Company, LLC, the trustee as defined by the Plan, and John Hancock Retirement Plan Services LLC, the recordkeeper as defined by the Plan, were based on customary and reasonable rates for such services. These transactions qualify as exempt party-in-interest transactions. Notes receivable are also considered exempt party-in-interest transactions.

Note 7 – Plan Termination

Although it has not expressed any intent to do so, the Company has the right under the Plan to discontinue its contributions at any time and to terminate the Plan subject to the provisions of ERISA. In the event of Plan termination, participants would become 100% vested in their employer contributions.

Tampa Bay Workforce Alliance, Inc. 401(k) Plan
Notes to Financial Statements
December 31, 2023 and 2022

Note 8 – Tax Status

The Plan uses a Prototype Non-standardized Pre-Approved Profit Sharing Plan With CODA plan document sponsored by John Hancock Retirement Plan Services LLC. John Hancock Retirement Plan Services LLC obtained an opinion letter on June 30, 2020, in which the IRS stated that the Prototype Non-standardized Pre-Approved Profit Sharing Plan With CODA plan document adopted by the Plan, as then designed, qualifies under Internal Revenue Code (“IRC”) Section 401(a). The Plan has not received a determination letter specific to the Plan itself; however, the Plan administrator and the Plan’s tax counsel believe that the Plan is designed, and is currently being operated, in compliance with the applicable requirements of the IRC and, therefore, believe that the Plan is qualified and the related trust is tax-exempt.

Accounting principles generally accepted in the United States of America require plan management to evaluate tax positions taken by the Plan and recognize a tax liability if the Plan has taken an uncertain position that more likely than not would not be sustained upon examination by the Internal Revenue Service. The Plan is subject to routine audits by taxing jurisdictions; however, there are currently no audits for any periods in progress.

Note 9 – Reconciliation of Financial Statements to Form 5500

The following is a reconciliation of net assets available for benefits per the financial statements at December 31, 2023 and 2022 to Form 5500:

	<u>2023</u>	<u>2022</u>
Net assets available for benefits per the financial statements	\$ 4,033,679	\$ 3,162,134
Add: Excess contributions payable	<u>14,445</u>	<u>66</u>
Net assets available for benefits per the Form 5500	<u><u>\$ 4,048,124</u></u>	<u><u>\$ 3,162,200</u></u>

The following is a reconciliation of the net increase in net assets available for benefits per the financial statements for the year ended December 31, 2023 to Form 5500:

Net increase in net assets available for benefits per the financial statements	\$ 871,545
Add: Excess contributions payable at end of year	14,445
Less: Excess contributions payable at beginning of year	<u>(66)</u>
Net increase in net assets available for benefits per the Form 5500	<u><u>\$ 885,924</u></u>

Tampa Bay Workforce Alliance, Inc. 401(k) Plan
Notes to Financial Statements
December 31, 2023 and 2022

Note 10 – Subsequent Events

Effective July 1, 2024, the Company merged with WorkNet Pinellas, Inc. The Plan was amended, effective June 28, 2024, to extend eligibility to those who became employees due to the merger with WorkNet Pinellas, Inc., including crediting those employees with service under the Plan for purposes of eligibility and vesting.

The Plan has evaluated subsequent events through October 1, 2024, the date the financial statements were available to be issued.

Tampa Bay Workforce Alliance, Inc. 401(k) Plan
Schedule H, Line 4i - Schedule of Assets (Held At End of Year)
December 31, 2023

Plan sponsor's employer identification number: 59-3655316
Plan number: 001

(a)	(b) Identity of issue, borrower, lessor, or similar party	(c) Description of investment including maturity date, rate of interest, collateral, par, or maturity value	(d) Cost	(e) Current Value
	BlackRock LifePath Index 2035 Fund Class K Shares	Mutual Fund	**	\$ 861,775
	BlackRock LifePath Index 2045 Fund Class K Shares	Mutual Fund	**	625,512
	BlackRock LifePath Index 2040 Fund Class K Shares	Mutual Fund	**	531,838
	Fidelity 500 Index Fund	Mutual Fund	**	334,706
	BlackRock LifePath Index 2030 Fund Class K Shares	Mutual Fund	**	269,287
	BlackRock LifePath Index 2055 Fund Class K Shares	Mutual Fund	**	264,251
	BlackRock LifePath Index 2025 Fund Class K Shares	Mutual Fund	**	253,422
	BlackRock LifePath Index 2050 Fund Class K Shares	Mutual Fund	**	184,584
	BlackRock LifePath Index Retirement Fund Class K Shares	Mutual Fund	**	131,934
	Putnam Large Cap Value Fund Class Y	Mutual Fund	**	102,048
	John Hancock Stable Value R11	Common/Collective Trust	**	76,401
	BlackRock LifePath Index 2060 Fund Class K Shares	Mutual Fund	**	53,505
	AB Small Cap Growth Port K	Mutual Fund	**	44,554
	Carillon Eagle Mid Cap Growth Fund Class R5	Mutual Fund	**	41,767
	Vanguard LifeStrat Growth Inv	Mutual Fund	**	29,310
	Baron International Growth Fund Institutional Shares	Mutual Fund	**	29,076
	Harbor Cap Appreciation Inst	Mutual Fund	**	28,862
	DFA Real Estate Securities I	Mutual Fund	**	14,697
	T Rowe Price Mid Cap Value	Mutual Fund	**	14,340
	JPMorgan US Government Money Market Fund - Capital	Mutual Fund	**	13,287
	Vanguard LifeStrategy Income Inv	Mutual Fund	**	8,729
	BlackRock High Yield Bond Portfolio Institutional Shares	Mutual Fund	**	7,042
	Fidelity Small Cap Index Fund	Mutual Fund	**	5,662
	iShares MSCI EAFE International Index Fund Class K	Mutual Fund	**	5,414
	American New World Fund R6	Mutual Fund	**	5,412
	Carillon Reams Core Plus Bond	Mutual Fund	**	4,746
	BlackRock LifePath Index 2065 Fund Class K Shares	Mutual Fund	**	2,867
	BlackRock Global Alloc Fund I	Mutual Fund	**	155
	Vanguard Mid Cap Index Adm	Mutual Fund	**	34
	Royce SC Opport Invest Cl	Mutual Fund	**	32
*	Participant loans	4.25%-9.50%, various maturities	-0-	102,875
				<u>\$ 4,048,124</u>

* Indicates a party-in-interest to the Plan.

** Cost omitted for participant-directed investments.

See independent auditor's report.

Tampa Bay Workforce Alliance, Inc. 401(k) Plan

Financial Statements
and
Supplemental Schedule

December 31, 2023 and 2022

(With Independent Auditor's Report Thereon)

Tampa Bay Workforce Alliance, Inc. 401(k) Plan
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Note: Supplemental Schedules required by ERISA which are not included herein have been omitted because they are not applicable.	

Independent Auditor's Report

To the Administrative Committee of the
Tampa Bay Workforce Alliance, Inc. 401(k) Plan
Tampa, Florida

Scope and Nature of the ERISA Section 103(a)(3)(C) Audit

We have performed audits of the accompanying financial statements of the Tampa Bay Workforce Alliance, Inc. 401(k) Plan (the "Plan"), an employee benefit plan subject to the Employee Retirement Income Security Act of 1974 (ERISA), as permitted by ERISA Section 103(a)(3)(C) [ERISA Section 103(a)(3)(C) audit]. The financial statements comprise the statements of net assets available for benefits as of December 31, 2023 and 2022, and the related statements of changes in net assets available for benefits for the years then ended, and the related notes to the financial statements.

Management, having determined it is permissible in the circumstances, has elected to have the audits of the Plan's financial statements performed in accordance with ERISA Section 103(a)(3)(C) pursuant to 29 CFR 2520.103-8 of the Department of Labor's Rules and Regulations for Reporting and Disclosure under ERISA. As permitted by ERISA Section 103(a)(3)(C), our audits need not extend to any statements or information related to assets held for investment of the plan (investment information) by a bank or similar institution or insurance carrier that is regulated, supervised, and subject to periodic examination by a state or federal agency, provided that the statements or information regarding assets so held are prepared and certified to by the bank or similar institution or insurance carrier in accordance with 29 CFR 2520.103-5 of the Department of Labor's Rules and Regulations for Reporting and Disclosure under ERISA (qualified institution).

Management has obtained certifications from a qualified institution as of and for the years ended December 31, 2023 and 2022, stating that the certified investment information, as described in Note 3 to the financial statements, is complete and accurate.

Opinion

In our opinion, based on our audits and on the procedures performed as described in the Auditor's Responsibilities for the Audit of the Financial Statements section –

- the amounts and disclosures in the financial statements referred to above, other than those agreed to or derived from the certified investment information, are presented fairly, in all material respects, in accordance with accounting principles generally accepted in the United States of America.
- the information in the financial statements referred to above related to assets held by and certified to by a qualified institution agrees to, or is derived from, in all material respects, the information prepared and certified by an institution that management determined meets the requirements of ERISA Section 103(a)(3)(C).

Basis for Opinion

We conducted our audits in accordance with auditing standards generally accepted in the United States of America (GAAS). Our responsibilities under those standards are further described in the Auditor's Responsibilities for the Audit of the Financial Statements section of our report. We are required to be independent of the Plan and to meet our other ethical responsibilities in accordance with the relevant ethical requirements relating to our audits. We believe that the audit evidence we have obtained is sufficient and appropriate to provide a basis for our ERISA Section 103(a)(3)(C) audit opinion.

Responsibilities of Management for the Financial Statements

Management is responsible for the preparation and fair presentation of the financial statements in accordance with accounting principles generally accepted in the United States of America, and for the design, implementation, and maintenance of internal control relevant to the preparation and fair presentation of financial statements that are free from material misstatement, whether due to fraud or error. Management's election of the ERISA Section 103(a)(3)(C) audit does not affect management's responsibility for the financial statements.

In preparing the financial statements, management is required to evaluate whether there are conditions or events, considered in the aggregate, that raise substantial doubt about the Plan's ability to continue as a going concern for one year after the date the financial statements are available to be issued.

Management is also responsible for maintaining a current plan instrument, including all plan amendments; administering the plan; and determining that the plan's transactions that are presented and disclosed in the financial statements are in conformity with the plan's provisions, including maintaining sufficient records with respect to each of the participants, to determine the benefits due or which may become due to such participants.

Auditor's Responsibilities for the Audit of the Financial Statements

Except as described in the Scope and Nature of the ERISA Section 103(a)(3)(C) Audit section of our report, our objectives are to obtain reasonable assurance about whether the financial statements as a whole are free from material misstatement, whether due to fraud or error, and to issue an auditor's report that includes our opinion. Reasonable assurance is a high level of assurance but is not absolute assurance and therefore is not a guarantee that an audit conducted in accordance with GAAS will always detect a material misstatement when it exists. The risk of not detecting a material misstatement resulting from fraud is higher than for one resulting from error, as fraud may involve collusion, forgery, intentional omissions, misrepresentations, or the override of internal control. Misstatements are considered material if there is a substantial likelihood that, individually or in the aggregate, they would influence the judgment made by a reasonable user based on the financial statements.

In performing an audit in accordance with GAAS, we:

- Exercise professional judgment and maintain professional skepticism throughout the audit.
- Identify and assess the risks of material misstatement of the financial statements, whether due to fraud or error, and design and perform audit procedures responsive to those risks. Such procedures include examining, on a test basis, evidence regarding the amounts and disclosures in the financial statements.
- Obtain an understanding of internal control relevant to the audit in order to design audit procedures that are appropriate in the circumstances, but not for the purpose of expressing an opinion on the effectiveness of the Plan's internal control. Accordingly, no such opinion is expressed.
- Evaluate the appropriateness of accounting policies used and the reasonableness of significant accounting estimates made by management, as well as evaluate the overall presentation of the financial statements.
- Conclude whether, in our judgment, there are conditions or events, considered in the aggregate, that raise substantial doubt about the Plan's ability to continue as a going concern for a reasonable period of time.

Our audits did not extend to the certified investment information, except for obtaining and reading the certification, comparing the certified investment information with the related information presented and disclosed in the financial statements, and reading the disclosures relating to the certified investment information to assess whether they are in accordance with the presentation and disclosure requirements of accounting principles generally accepted in the United States of America.

Accordingly, the objective of an ERISA Section 103(a)(3)(C) audit is not to express an opinion about whether the financial statements as a whole are presented fairly, in all material respects, in accordance with accounting principles generally accepted in the United States of America.

We are required to communicate with those charged with governance regarding, among other matters, the planned scope and timing of the audit, significant audit findings, and certain internal control-related matters that we identified during the audit.

Other Matter – Supplemental Schedule Required by ERISA

The supplemental schedule, Schedule of Assets (Held at End of Year) as of December 31, 2023, is presented for purposes of additional analysis and is not a required part of the financial statements but is supplementary information required by the Department of Labor's Rules and Regulations for Reporting and Disclosure under ERISA. Such information is the responsibility of management and was derived from and relates directly to the underlying accounting and other records used to prepare the financial statements. The information included in the supplemental schedule, other than that agreed to or derived from the certified investment information, has been subjected to auditing procedures applied in the audits of the financial statements and certain additional procedures, including comparing and reconciling such information directly to the underlying accounting and other records used to prepare the financial statements or to the financial statements themselves, and other additional procedures in accordance with generally accepted auditing standards. For information included in the supplemental schedule that agreed to or is derived from the certified investment information, we compared such information to the related certified investment information.

In forming our opinion on the supplemental schedule, we evaluated whether the supplemental schedule, other than the information agreed to or derived from the certified investment information, including its form and content, is presented in conformity with the Department of Labor's Rules and Regulations for Reporting and Disclosure under ERISA.

In our opinion –

- the form and content of the supplemental schedule, other than the information in the supplemental schedule that agreed to or is derived from the certified investment information, is presented, in all material respects, in conformity with the Department of Labor's Rules and Regulations for Reporting and Disclosure under ERISA.
- the information in the supplemental schedule related to assets held by and certified to by a qualified institution agrees to, or is derived from, in all material respects, the information prepared and certified by an institution that management determined meets the requirements of ERISA Section 103(a)(3)(C).

BDG-CPAs

New York, NY
October 1, 2024

Tampa Bay Workforce Alliance, Inc. 401(k) Plan
Statements of Net Assets Available For Benefits
December 31,

	<u>2023</u>	<u>2022</u>
<i>Assets</i>		
Investments:		
Investments at fair value, participant directed	\$ 3,945,249	\$ 3,076,758
Total investments	<u>3,945,249</u>	<u>3,076,758</u>
Receivables:		
Notes receivable from participants	102,875	85,442
Total receivables	<u>102,875</u>	<u>85,442</u>
Total assets	<u>4,048,124</u>	<u>3,162,200</u>
<i>Liabilities</i>		
Excess contributions payable	14,445	66
Total liabilities	<u>14,445</u>	<u>66</u>
Net assets available for benefits	<u><u>\$ 4,033,679</u></u>	<u><u>\$ 3,162,134</u></u>

The accompanying notes are an integral part of the financial statements.

Tampa Bay Workforce Alliance, Inc. 401(k) Plan
Statements of Changes in Net Assets Available for Benefits
For the years ended December 31,

	<u>2023</u>	<u>2022</u>
Additions to net assets attributed to:		
Investment income (loss):		
Net appreciation (depreciation) in fair value of investments	\$ 486,784	\$ (644,798)
Dividends	88,572	62,649
Total investment income (loss)	<u>575,356</u>	<u>(582,149)</u>
Interest income on notes receivable from participants	<u>5,494</u>	<u>6,628</u>
Contributions:		
Participant	211,451	224,824
Employer	392,210	334,722
Rollover	272,305	29,868
Total contributions	<u>875,966</u>	<u>589,414</u>
Total additions	<u>1,456,816</u>	<u>13,893</u>
Deductions from net assets attributed to:		
Benefits paid to participants	565,735	291,942
Administrative expenses	19,536	17,407
Total deductions	<u>585,271</u>	<u>309,349</u>
Net increase (decrease)	871,545	(295,456)
Net assets available for benefits, beginning of year	<u>3,162,134</u>	<u>3,457,590</u>
Net assets available for benefits, end of year	<u><u>\$ 4,033,679</u></u>	<u><u>\$ 3,162,134</u></u>

The accompanying notes are an integral part of the financial statements.

Tampa Bay Workforce Alliance, Inc. 401(k) Plan
Notes to Financial Statements
December 31, 2023 and 2022

Note 1 – Plan Description

The following description of the Tampa Bay Workforce Alliance, Inc. 401(k) Plan (the “Plan”) provides only general information. Participants should refer to the Plan document for a more complete description of the Plan’s provisions.

General

The Plan is a defined contribution plan covering all employees of Tampa Bay Workforce Alliance, Inc. (“the Company”) upon completing the Plan’s eligibility requirements. Employees become eligible for participation after completing 6 months of service. Plan participation begins on the first day of the month following the completion of the eligibility requirements. The Plan is subject to the provisions of the Employee Retirement Income Security Act of 1974 (ERISA).

The Plan was amended and restated effective October 1, 2021. Effective October 1, 2021, employees must be age 18 or older in order to be eligible to participate in the Plan and interns, temporary employees, and co-op students and employees in the category of Paid Work experience are not eligible to participate in the Plan.

Effective July 1, 2023, the Plan was amended to credit prior service to employees previously employed by Educational Data Systems Inc. (EDSI).

Contributions

Each year, participants may elect to contribute not less than 1% and not more than 80% of eligible compensation, as defined in the Plan, on a pre-tax or after-tax (Roth) basis, subject to an annual maximum dollar limitation (\$22,500 in 2023 and \$20,500 in 2022). Participants who have attained age 50 before the end of the Plan year are eligible to make catch-up contributions, subject to an annual maximum dollar limitation (\$7,500 in 2023 and \$6,500 in 2022). Notwithstanding the foregoing, the plan administrator can limit the contributions of all participants or any class of participants to the extent it determines that such limitation is necessary to keep the Plan in compliance with the currently applicable provisions of the Internal Revenue Code. Participants may also contribute amounts representing distributions from other qualified retirement plans (rollover). Participants direct the investment of their contributions into various investment options offered by the Plan.

Effective October 1, 2021 participants may elect to have compensation deferred by up to 100% of eligible compensation. Effective January 1, 2022 all new participants to the Plan will be subject to a 1% automatic deferral contribution rate unless otherwise elected.

Tampa Bay Workforce Alliance, Inc. 401(k) Plan
Notes to Financial Statements
December 31, 2023 and 2022

Note 1 – Plan Description (continued)

The Company may decide each contribution period whether to make a discretionary matching contribution or discretionary nonelective employer contribution on behalf of all eligible participants. The percentage of elective deferrals to be matched will be determined by the Company and allocated to participants at the end of the Plan year. Discretionary nonelective employer contributions shall be allocated to eligible participants each pay period at a rate of 5% of eligible compensation, as defined by the Plan.

Participant Accounts

Each participant's account is credited with the participant's contributions, employer discretionary matching contributions, and discretionary nonelective employer contributions, as well as allocations of Plan earnings. Participant accounts are charged with an allocation of administrative expenses that are paid by the Plan. Allocations are based on participant earnings, account balances, or specific participant transactions, as defined. The benefit to which a participant is entitled is the benefit that can be provided from the participant's vested account.

Vesting

Each participant has a nonforfeitable right to 100% of the value of his or her salary reduction contributions and rollover contribution accounts. A participant shall have a vested interest in his or her employer contribution account according to the following vesting schedule.

<u>Years of Service</u>	<u>Vested Interest</u>
Less than 1 year	0%
1 year or more	100%

Payment of Benefits

Participants are eligible to receive benefits upon retirement, death, disability or termination of employment. Distributions of benefits are paid as a lump sum payment. Participants are able to receive in service distributions after attaining 59 ½ upon incurring a financial hardship.

Tampa Bay Workforce Alliance, Inc. 401(k) Plan
Notes to Financial Statements
December 31, 2023 and 2022

Note 1 – Plan Description (continued)

Notes Receivable from Participants

Participants may borrow from their fund accounts up to a maximum equal to the lesser of \$50,000 or 50 percent of their account balance. A participant may not have more than three outstanding loans at any one time. The loans are secured by the balance in the participant's account. Such loans bear interest at the prime rate plus two percent. All loans shall be repaid by payroll deduction within five years unless the loan is used for the purchase of your primary residence. Loans used to purchase your primary residence may be repaid within a period of no more than 30 years. Effective October 1, 2021 the minimum loan amount is \$500, a participant may not have more than two loans outstanding at any one time, and loans bear interest at the prime rate plus one percent.

SECURE Act and CARES Act

On December 20, 2019, the Setting Every Community Up for Retirement Enhancement ("SECURE") Act was passed, and most provisions in the law became effective on January 1, 2020. The SECURE Act implements key retirement legislation reform for plan sponsors and individuals. These provisions did not have a material impact on the financial statements.

In response to the COVID-19 global pandemic, on March 27, 2020 the Coronavirus Aid, Relief, and Economic Security ("CARES") Act was enacted and signed into law. Certain provisions of the CARES Act impact the operation of retirement plans during 2023 and 2022. These provisions did not have a material impact on the financial statements.

On August 3, 2022, the IRS released Notice 2022-33, which extends the deadline for adopting any SECURE Act plan amendments until December 31, 2025, to provide relief for plan sponsors waiting for final IRS guidance on many of the SECURE Act's provisions. The IRS expects SECURE Act guidance to be issued with the 2023 Required Amendment list. The Notice also extends the deadline for the 2020 waiver in the CARES Act of required minimum distributions until December 31, 2025. These amendments can be retroactively adopted; therefore, the Plan can implement the amendments prior to amending the plan instrument. Similarly, plans may have voluntarily adopted provisions under the CARES Act by placing them in operation without amending the plan as long as the plan management makes the required amendments to plan documents by December 31, 2025.

Tampa Bay Workforce Alliance, Inc. 401(k) Plan
Notes to Financial Statements
December 31, 2023 and 2022

Note 1 – Plan Description (continued)

SECURE 2.0 Act of 2022

The SECURE 2.0 Act of 2022 (“SECURE 2.0 Act”) was signed into law on December 29, 2022, to increase retirement savings, improve retirement rules, and lower employer costs of setting up a retirement plan. Plan amendments required by the SECURE 2.0 Act generally need not be made until the end of the first plan year beginning on or after January 1, 2025; however, plans must be operated in accordance with the effective date of each new provision. There is no current impact to the Plan and these provisions did not have an impact on the financial statements. Since the provisions include both required and optional elements, the Plan Administrator will determine the optional provisions to elect.

Forfeited Accounts

Forfeitures, resulting from application of the vesting provisions, are maintained separately by the Plan, and are used to reduce future Employer matching contributions or to pay administrative expenses.

Note 2 – Summary of Significant Accounting Policies

Basis of Accounting

The financial statements of the Plan are prepared on the accrual basis of accounting in accordance with accounting principles generally accepted in the United States of America.

Use of Estimates

The preparation of financial statements in accordance with accounting principles generally accepted in the United States of America requires management to make estimates and assumptions that affect the reported amounts of assets and liabilities and changes therein, and disclosure of contingent assets and liabilities. Actual results could differ from those estimates.

Valuation of Investments and Income Recognition

Investments are reported at fair value. Fair value is the price that would be received to sell an asset or paid to transfer a liability in an orderly transaction between market participants at the measurement date. The Plan’s Investment Committee determines the Plan’s valuation policies utilizing information provided by the investment adviser and custodian. See Note 4 for discussion of fair value measurements.

Tampa Bay Workforce Alliance, Inc. 401(k) Plan
Notes to Financial Statements
December 31, 2023 and 2022

Note 2 – Summary of Significant Accounting Policies (continued)

Purchases and sales of securities are recorded on a trade-date basis. Interest income is recorded on the accrual basis. Dividends are recorded on the ex-dividend date. Net appreciation (depreciation) includes the Plan's gains and losses on investments bought and sold as well as held during the year.

Notes Receivable From Participants

Notes receivable from participants are measured at their unpaid principal balance plus any accrued but unpaid interest. Interest income is recorded on the accrual basis. Related fees are recorded as administrative expenses and are expensed when they are incurred. No allowance for credit losses has been recorded as of December 31, 2023 and 2022. If a participant ceases to make loan repayments and the plan administrator deems the participant loan to be in default, the participant loan balance is reduced and a benefit payment is recorded.

Excess Contributions Payable

Amounts payable to participants for contributions in excess of amounts allowed by the IRS are recorded as a liability with a corresponding reduction to contributions. The Plan distributed the 2023 and 2022 excess contributions to the applicable participants prior to March 15, 2024 and 2023, respectively.

Payment of Benefits

Benefits are recorded when paid.

Plan Expenses

Certain expenses of maintaining the Plan are paid directly by the Company and are excluded from these financial statements. Fees related to the administration of notes receivable from participants are charged directly to the participant's account and are included in administrative expenses. Investment related expenses are included in net appreciation (depreciation) of fair value of investments.

Tampa Bay Workforce Alliance, Inc. 401(k) Plan
Notes to Financial Statements
December 31, 2023 and 2022

Note 3 – Investments and Information Certified by the Trustee

The Plan management has elected the method of compliance permitted by 29 CFR 2520.103-8 of the Department of Labor's Rules and Regulations for Reporting and Disclosure under ERISA. Accordingly, as permitted under such election, plan management instructed the Plan's independent auditors not to perform any auditing procedures with respect to the following information certified by John Hancock Trust Company LLC, the trustee of the Plan, as complete and accurate, except for comparing such information certified by the trustee with information included in the Plan's financial statements and supplemental schedule:

Investments held and notes receivable from participants certified by the trustee:

	<i>As of December 31,</i>	
	<u>2023</u>	<u>2022</u>
Investments	\$ 3,945,249	\$ 3,076,758
Notes receivable from participants	102,875	85,442

Investment income (loss) and interest income on notes receivable from participants certified by the trustee:

	<i>For the Year Ended December 31,</i>	
	<u>2023</u>	<u>2022</u>
Net appreciation (depreciation) in fair value of investments	\$ 486,784	\$ (644,798)
Dividend income	88,572	62,649
Interest income on notes receivable from participants	5,494	6,628

The following presents select investments, with approximate percentage of the Plan's net assets, as of December 31, 2023 and 2022.

	<i>December 31,</i>			
	<u>2023</u>		<u>2022</u>	
BlackRock LifePath Index 2035 Fund Class K Shares	\$ 861,775	21%	\$ 647,904	20%
BlackRock LifePath Index 2045 Fund Class K Shares	625,512	16%	\$ 457,203	14%
BlackRock LifePath Index 2040 Fund Class K Shares	531,838	13%	\$ 421,634	13%

During the years ended December 31, 2023 and 2022, the Plan's investments (including investments bought and sold, as well as held during the year) appreciated (depreciated) in value by \$486,784 and \$(644,798), respectively.

Tampa Bay Workforce Alliance, Inc. 401(k) Plan
Notes to Financial Statements
December 31, 2023 and 2022

Note 4 - Fair Value Measurements

The framework for measuring fair value provides a fair value hierarchy that prioritizes the inputs to valuation techniques used to measure fair value. The hierarchy gives the highest priority to unadjusted quoted prices in active markets for identical assets or liabilities (level 1) and the lowest priority to unobservable inputs (level 3). The three levels of the fair value hierarchy under FASB ASC 820 are described as follows:

Level 1 Inputs to the valuation methodology are unadjusted quoted prices for identical assets or liabilities in active markets that the Plan has the ability to access.

Level 2 Inputs to the valuation methodology include:

- Quoted prices for similar assets or liabilities in active markets;
- Quoted prices for identical or similar assets or liabilities in inactive markets;
- Inputs other than quoted prices that are observable for the asset or liability; and
- Inputs that are derived principally from or corroborated by observable market data by correlation or other means.

If the asset or liability has a specified (contractual) term, the level 2 input must be observable for substantially the full term of the asset or liability.

Level 3 Inputs to the valuation methodology are unobservable and significant to the fair value measurement.

The asset or liability's fair value measurement level within the fair value hierarchy is based on the lowest level of any input that is significant to the fair value measurement. Valuation techniques maximize the use of relevant observable inputs and minimize the use of unobservable inputs.

Following is a description of the valuation methodologies used for assets measured at fair value. There have been no changes in the methodologies used at December 31, 2023 and 2022.

Mutual funds: Valued at the daily closing price as reported by the fund. Mutual funds held by the Plan are open-end mutual funds that are registered with the Securities and Exchange Commission. These funds are required to publish their daily net asset value (NAV) and to transact at that price. The mutual funds held by the Plan are deemed to be actively traded.

Common/Collective Trust: Valued at the NAV of units of a bank collective trust. The NAV, as provided by the trustee, is used as a practical expedient to estimate fair value. The NAV is based on the fair value of the underlying investments held by the fund less its liabilities. This practical expedient is not used when it is determined to be probable that the fund will sell the investment for an amount different than the reported NAV.

Tampa Bay Workforce Alliance, Inc. 401(k) Plan
Notes to Financial Statements
December 31, 2023 and 2022

Note 4 - Fair Value Measurements (continued)

Participant transactions (purchases and sales) may occur daily. Were the Plan to initiate a full redemption of the collective trust, the investment adviser reserves the right to temporarily delay withdrawal from the trust in order to ensure that securities liquidations will be carried out in an orderly business manner.

The categorization of an investment within the fair value hierarchy is based upon the pricing transparency of the investment and does not necessarily correspond to Plan management's perceived risk of that investment.

The preceding methods described may produce a fair value calculation that may not be indicative of net realizable value or reflective of future fair value. While Plan management believes its valuation methods are appropriate and consistent with other market participants, the use of different methodologies or assumptions to determine the fair value of certain financial instruments could result in a different fair value measurement at the reporting date.

The following table sets forth by level, within the fair value hierarchy, the Plan's assets at fair value as of December 31, 2023 and 2022:

	<i>Assets at Fair Value as of December 31, 2023</i>			
	<i>Level 1</i>	<i>Level 2</i>	<i>Level 3</i>	<i>Total</i>
Mutual funds	\$ 3,868,848	\$ -	\$ -	\$ 3,868,848
Total assets in the fair value hierarchy	<u>\$ 3,868,848</u>	<u>\$ -</u>	<u>\$ -</u>	\$ 3,868,848
Investments measured at net asset value				<u>76,401</u>
Investments at fair value				\$ 3,945,249

	<i>Assets at Fair Value as of December 31, 2022</i>			
	<i>Level 1</i>	<i>Level 2</i>	<i>Level 3</i>	<i>Total</i>
Mutual funds	<u>\$ 2,990,401</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ 2,990,401</u>
Total assets in the fair value hierarchy	<u>\$ 2,990,401</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ 2,990,401</u>
Investments measured at net asset value				<u>86,357</u>
Investments at fair value				<u>\$ 3,076,758</u>

Tampa Bay Workforce Alliance, Inc. 401(k) Plan
Notes to Financial Statements
December 31, 2023 and 2022

Note 4 - Fair Value Measurements (continued)

Fair Value of Investments in Entities that Use NAV

The following table summarizes investments measured at fair value based on NAV per share as of December 31, 2023 and 2022, respectively.

<i>Investment</i>	<i>Fair Value December 31, 2023</i>	<i>Fair Value December 31, 2022</i>	<i>Unfunded Commitments</i>	<i>Redemption Frequency (if currently eligible)</i>	<i>Redemption Notice Period</i>
John Hancock Stable Value R11	\$ 76,401	\$ 86,357	n/a	Daily	Daily

Note 5 – Risks and Uncertainties

The Plan invests in various investment securities. Investment securities are exposed to various risks, such as interest rate, market, and credit risks. Market risks include risks related to pandemics and international conflicts. Due to the level of risk associated with certain investment securities, it is at least reasonably possible that changes in the values of investment securities will occur in the near term and that such changes could materially affect participants' account balances and the amounts reported in the statement of net assets available for benefits.

Note 6 – Related-Party Transactions and Party-In-Interest Transactions

Management believes that fees paid during the year for administrative and managerial services rendered by John Hancock Trust Company, LLC, the trustee as defined by the Plan, and John Hancock Retirement Plan Services LLC, the recordkeeper as defined by the Plan, were based on customary and reasonable rates for such services. These transactions qualify as exempt party-in-interest transactions. Notes receivable are also considered exempt party-in-interest transactions.

Note 7 – Plan Termination

Although it has not expressed any intent to do so, the Company has the right under the Plan to discontinue its contributions at any time and to terminate the Plan subject to the provisions of ERISA. In the event of Plan termination, participants would become 100% vested in their employer contributions.

Tampa Bay Workforce Alliance, Inc. 401(k) Plan
Notes to Financial Statements
December 31, 2023 and 2022

Note 8 – Tax Status

The Plan uses a Prototype Non-standardized Pre-Approved Profit Sharing Plan With CODA plan document sponsored by John Hancock Retirement Plan Services LLC. John Hancock Retirement Plan Services LLC obtained an opinion letter on June 30, 2020, in which the IRS stated that the Prototype Non-standardized Pre-Approved Profit Sharing Plan With CODA plan document adopted by the Plan, as then designed, qualifies under Internal Revenue Code (“IRC”) Section 401(a). The Plan has not received a determination letter specific to the Plan itself; however, the Plan administrator and the Plan’s tax counsel believe that the Plan is designed, and is currently being operated, in compliance with the applicable requirements of the IRC and, therefore, believe that the Plan is qualified and the related trust is tax-exempt.

Accounting principles generally accepted in the United States of America require plan management to evaluate tax positions taken by the Plan and recognize a tax liability if the Plan has taken an uncertain position that more likely than not would not be sustained upon examination by the Internal Revenue Service. The Plan is subject to routine audits by taxing jurisdictions; however, there are currently no audits for any periods in progress.

Note 9 – Reconciliation of Financial Statements to Form 5500

The following is a reconciliation of net assets available for benefits per the financial statements at December 31, 2023 and 2022 to Form 5500:

	<u>2023</u>	<u>2022</u>
Net assets available for benefits per the financial statements	\$ 4,033,679	\$ 3,162,134
Add: Excess contributions payable	<u>14,445</u>	<u>66</u>
Net assets available for benefits per the Form 5500	<u><u>\$ 4,048,124</u></u>	<u><u>\$ 3,162,200</u></u>

The following is a reconciliation of the net increase in net assets available for benefits per the financial statements for the year ended December 31, 2023 to Form 5500:

Net increase in net assets available for benefits per the financial statements	\$ 871,545
Add: Excess contributions payable at end of year	14,445
Less: Excess contributions payable at beginning of year	<u>(66)</u>
Net increase in net assets available for benefits per the Form 5500	<u><u>\$ 885,924</u></u>

Tampa Bay Workforce Alliance, Inc. 401(k) Plan
Notes to Financial Statements
December 31, 2023 and 2022

Note 10 – Subsequent Events

Effective July 1, 2024, the Company merged with WorkNet Pinellas, Inc. The Plan was amended, effective June 28, 2024, to extend eligibility to those who became employees due to the merger with WorkNet Pinellas, Inc., including crediting those employees with service under the Plan for purposes of eligibility and vesting.

The Plan has evaluated subsequent events through October 1, 2024, the date the financial statements were available to be issued.

Tampa Bay Workforce Alliance, Inc. 401(k) Plan
Schedule H, Line 4i - Schedule of Assets (Held At End of Year)
December 31, 2023

Plan sponsor's employer identification number: 59-3655316
Plan number: 001

(a)	(b) Identity of issue, borrower, lessor, or similar party	(c) Description of investment including maturity date, rate of interest, collateral, par, or maturity value	(d) Cost	(e) Current Value
	BlackRock LifePath Index 2035 Fund Class K Shares	Mutual Fund	**	\$ 861,775
	BlackRock LifePath Index 2045 Fund Class K Shares	Mutual Fund	**	625,512
	BlackRock LifePath Index 2040 Fund Class K Shares	Mutual Fund	**	531,838
	Fidelity 500 Index Fund	Mutual Fund	**	334,706
	BlackRock LifePath Index 2030 Fund Class K Shares	Mutual Fund	**	269,287
	BlackRock LifePath Index 2055 Fund Class K Shares	Mutual Fund	**	264,251
	BlackRock LifePath Index 2025 Fund Class K Shares	Mutual Fund	**	253,422
	BlackRock LifePath Index 2050 Fund Class K Shares	Mutual Fund	**	184,584
	BlackRock LifePath Index Retirement Fund Class K Shares	Mutual Fund	**	131,934
	Putnam Large Cap Value Fund Class Y	Mutual Fund	**	102,048
	John Hancock Stable Value R11	Common/Collective Trust	**	76,401
	BlackRock LifePath Index 2060 Fund Class K Shares	Mutual Fund	**	53,505
	AB Small Cap Growth Port K	Mutual Fund	**	44,554
	Carillon Eagle Mid Cap Growth Fund Class R5	Mutual Fund	**	41,767
	Vanguard LifeStrat Growth Inv	Mutual Fund	**	29,310
	Baron International Growth Fund Institutional Shares	Mutual Fund	**	29,076
	Harbor Cap Appreciation Inst	Mutual Fund	**	28,862
	DFA Real Estate Securities I	Mutual Fund	**	14,697
	T Rowe Price Mid Cap Value	Mutual Fund	**	14,340
	JPMorgan US Government Money Market Fund - Capital	Mutual Fund	**	13,287
	Vanguard LifeStrategy Income Inv	Mutual Fund	**	8,729
	BlackRock High Yield Bond Portfolio Institutional Shares	Mutual Fund	**	7,042
	Fidelity Small Cap Index Fund	Mutual Fund	**	5,662
	iShares MSCI EAFE International Index Fund Class K	Mutual Fund	**	5,414
	American New World Fund R6	Mutual Fund	**	5,412
	Carillon Reams Core Plus Bond	Mutual Fund	**	4,746
	BlackRock LifePath Index 2065 Fund Class K Shares	Mutual Fund	**	2,867
	BlackRock Global Alloc Fund I	Mutual Fund	**	155
	Vanguard Mid Cap Index Adm	Mutual Fund	**	34
	Royce SC Opport Invest Cl	Mutual Fund	**	32
*	Participant loans	4.25%-9.50%, various maturities	-0-	102,875
				<u>\$ 4,048,124</u>

* Indicates a party-in-interest to the Plan.
** Cost omitted for participant-directed investments.

See independent auditor's report.



Action Item

2024-2025 Planning Budget Modification #2

Background Information:

Total budgeted revenue increased from \$29,635,607 to \$30,137,627 for an overall increase of \$502,020.

Workforce Innovation & Opportunity Act (WIOA) Programs:

- New award - Dislocated Worker Grant (DWG) Hurricanes Helene & Milton Disaster Recovery of \$370,000.
 - CSHP was initially one of three Local Workforce Development Boards (LWDBs) in the state to receive an award to assist with disaster recovery. The purpose of this award is to provide temporary jobs to assist with humanitarian aid, cleanup and restoration activities in areas affected by Hurricanes Helene and Milton. Grant funds may also be used to provide career services and training to eligible participants.

Employment Services:

- Increase in Wagner Peyser of \$145,796
 - Additional funds received from Florida Commerce to assist with program operations.
- Decrease in Supplemental Nutrition Assistance Program (SNAP) of \$13,776.
 - True-up from the original budget for the award period beginning October 1st.

Additionally, there was an increase in expenditures of \$501,896.

Recommendation:

Approval of the adjustment to the revenue budget and resultant modification to the expenditure budget.



2024-2025 Budgeted Revenues – Modification #2 Funding by County and Combined

Pinellas County
2024-2025 Planning Budget - Modification #2
Revenues

Funding Streams	Approved Budget Mod #1 2024- 2025	Proposed Budget Mod #2 2024- 2025	\$ Change	% Change
Workforce Innovation & Opportunity Act				
Adult	1,258,707	1,258,707	-	0.0%
Dislocated Worker	1,672,679	1,672,679	-	0.0%
Total Adult/Dislocated Worker	2,931,386	2,931,386	-	0.0%
Youth	1,085,180	1,085,180	-	0.0%
Rapid Response	75,952	75,952	-	0.0%
HOPE Funding Initiative	128,127	128,127	-	0.0%
Board Consolidation Funding	12,599	12,599	-	0.0%
AI Incumbent Worker	75,000	75,000	-	0.0%
Sector Based Training	62,500	62,500	-	0.0%
DWG - Hurricane Helene/Milton	-	185,000	185,000	100.0%
Total WIOA	4,370,744	4,555,744	185,000	4.2%
Employment Services				
Wagner-Peyser	816,717	816,717	-	0.0%
Veterans Services	168,000	168,000	-	0.0%
Apprenticeship Navigator	48,000	48,000	-	0.0%
HOPE Navigator	118,387	118,387	-	0.0%
RESEA	477,724	477,724	-	0.0%
Supplemental Nutrition Assistance Program	190,000	206,965	16,965	8.9%
Trade Adjustment Assistance	27,000	27,000	-	0.0%
Total Employment Services	1,845,828	1,862,793	16,965	0.9%
Welfare Transition	2,092,311	2,092,311	-	0.0%
TOTAL Florida Commerce Grant Funding	8,308,883	8,510,848	201,965	2.4%
TOTAL Grants Federal, State & Local	8,308,883	8,510,848	201,965	2.4%
Other Revenue				
Ticket to Work	90,000	90,000	-	0.0%
Tobacco Free Florida	2,400	2,400	-	0.0%
Interest	12,000	12,000	-	0.0%
Total Other Revenue	104,400	104,400	-	0.0%
TOTAL 2024-2025 BUDGETED REVENUE	8,413,283	8,615,248	201,965	2.4%

Hillsborough County
2024-2025 Planning Budget - Modification #2
Revenues

Funding Streams	Approved Budget Mod #1 2024- 2025	Proposed Budget Mod #2 2024- 2025	\$ Change	% Change
Workforce Innovation & Opportunity Act				
Adult	2,455,100	2,455,100	-	0.0%
Dislocated Worker	3,209,411	3,209,411	-	0.0%
Total Adult/Dislocated Worker	5,664,511	5,664,511	-	0.0%
Youth	2,911,889	2,911,889	-	0.0%
Rapid Response	275,000	275,000	-	0.0%
HOPE Funding Initiative	128,127	128,127	-	0.0%
Board Consolidation Funding	740,617	740,617	-	0.0%
Get There Faster - Veterans & Military Spouses	821,109	821,109	-	0.0%
AI Incumbent Worker	75,000	75,000	-	0.0%
Sector Based Training	62,500	62,500	-	0.0%
DWG - Hurricane Helene/Milton	-	185,000	185,000	100.0%
Total WIOA	10,678,753	10,863,753	185,000	1.7%
Employment Services				
Wagner-Peyser	1,714,548	1,860,344	145,796	8.5%
Veterans Services	296,673	296,673	-	0.0%
Apprenticeship Navigator	49,000	49,000	-	0.0%
HOPE Navigator	110,529	110,529	-	0.0%
RESEA	1,166,720	1,166,720	-	0.0%
Supplemental Nutrition Assistance Program	759,647	728,906	(30,741)	-4.0%
Trade Adjustment Assistance	50,359	50,359	-	0.0%
Military Family	275,937	275,937	-	0.0%
Total Employment Services	4,423,413	4,538,468	115,055	2.6%
Welfare Transition	4,117,059	4,117,059	-	0.0%
TOTAL Florida Commerce Grant Funding	19,219,225	19,519,280	300,055	1.6%
Direct Grants/Special Projects				
Hillsborough County Re-entry Program	202,474	202,474	-	0.0%
Hillsborough County ACE Program	1,033,073	1,033,073	-	0.0%
Hillsborough County Sector Strategies Initiative	549,234	549,234	-	0.0%
United Way - Tampa Bay Summer Hires Program	86,667	86,667	-	0.0%
Good Jobs Initiative	25,250	25,250	-	0.0%
FL Medical - Foundation for Caring	5,201	5,201	-	0.0%
Total Direct Grants/Special Projects	1,901,899	1,901,899	-	0.0%
TOTAL Grants Federal, State & Local	21,121,124	21,421,179	300,055	1.4%
Other Revenue				
Ticket to Work	90,000	90,000	-	0.0%
Tobacco Free Florida	10,000	10,000	-	0.0%
Interest	1,200	1,200	-	0.0%
Total Other Revenue	101,200	101,200	-	0.0%
TOTAL 2024-2025 BUDGETED REVENUE	21,222,324	21,522,379	300,055	1.4%

CareerSource Hillsborough Pinellas
2024-2025 Planning Budget - Modification #2
Combined Budgeted Revenues

Funding Streams	Pinellas County Budget 2024- 2025 Mod #2	Hillsborough County Budget 2024- 2025 Mod #2	Combined Budget 2024-2025 Mod #2	Approved Budget 2024- 2025 Mod #1
Workforce Innovation & Opportunity Act				
Adult	1,258,707	2,455,100	3,713,807	3,713,807
Dislocated Worker	1,672,679	3,209,411	4,882,090	4,882,090
Total Adult/Dislocated Worker	2,931,386	5,664,511	8,595,897	8,595,897
Youth	1,085,180	2,911,889	3,997,069	3,997,069
Rapid Response	75,952	275,000	350,952	350,952
HOPE Funding Initiative	128,127	128,127	256,254	256,254
Board Consolidation Funding	12,599	740,617	753,216	753,216
Get There Faster - Veterans & Military Spouses	-	821,109	821,109	821,109
AI Incumbent Worker	75,000	75,000	150,000	150,000
Sector Based Training	62,500	62,500	125,000	125,000
DWG - Hurricane Helene/Milton	185,000	185,000	370,000	-
Total WIOA	4,555,744	10,863,753	15,419,497	15,049,497
Employment Services				
Wagner-Peyser	816,717	1,860,344	2,677,061	2,531,265
Veterans Services	168,000	296,673	464,673	464,673
Apprenticeship Navigator	48,000	49,000	97,000	97,000
HOPE Navigator	118,387	110,529	228,916	228,916
RESEA	477,724	1,166,720	1,644,444	1,644,444
Supplemental Nutrition Assistance Program	206,965	728,906	935,871	949,647
Trade Adjustment Assistance	27,000	50,359	77,359	77,359
Military Family	-	275,937	275,937	275,937
Total Employment Services	1,862,793	4,538,468	6,401,261	6,269,241
Welfare Transition	2,092,311	4,117,059	6,209,370	6,209,370
TOTAL Florida Commerce Grant Funding	8,510,848	19,519,280	28,030,128	27,528,108
Direct Grants/Special Projects				
Hillsborough County Re-entry Program	-	202,474	202,474	202,474
Hillsborough County ACE Program	-	1,033,073	1,033,073	1,033,073
Hillsborough County Sector Strategies Initiative	-	549,234	549,234	549,234
United Way - Tampa Bay Summer Hires Program	-	86,667	86,667	86,667
Good Jobs Initiative	-	25,250	25,250	25,250
FL Medical - Foundation for Caring	-	5,201	5,201	5,201
Total Direct Grants/Special Projects	-	1,901,899	1,901,899	1,901,899
TOTAL Grants Federal, State & Local	8,510,848	21,421,179	29,932,027	29,430,007
Other Revenue				
Ticket to Work	90,000	90,000	180,000	180,000
Tobacco Free Florida	2,400	10,000	12,400	12,400
Interest	12,000	1,200	13,200	13,200
Total Other Revenue	104,400	101,200	205,600	205,600
TOTAL 2024-2025 BUDGETED REVENUE	8,615,248	21,522,379	30,137,627	29,635,607

***2024-2025 Planning Budget (Revenues &
Expenses) – Modification #2
by County and Combined***

Pinellas County
2024-2025 Planning Budget
Modification #2

Budget Category	Approved 2024-2025 Planning Budget	Budget Mod #2	Proposed 2024-2025 Planning Budget - Mod #2
Grant Revenue - Federal	8,308,883	201,965	8,510,848
Grant Revenue - Local	-	-	-
Total Grant Revenue	8,308,883	201,965	8,510,848
Other Income	104,400	-	104,400
Total Revenues	8,413,283	201,965	8,615,248
	-	-	-
Expenses			
Salaries	3,288,097	43,293	3,331,390
Payroll Tax & Fringe	1,104,440	7,641	1,112,081
Retirement	280,362	3,031	283,393
Staff Training & Education	38,350	-	38,350
Accounting & Professional fees	248,646	-	248,646
Occupancy	355,618	-	355,618
Contract Labor	264,834	-	264,834
Office Expense	187,626	-	187,626
Insurance	79,000	-	79,000
Communications	96,276	-	96,276
Community Outreach	35,132	-	35,132
Travel	48,650	-	48,650
Meetings & Conferences	24,500	-	24,500
License, Dues & Other Fees	40,999	-	40,999
Other expense	4,500	-	4,500
Customer Training & Related Costs	1,975,914	148,000	2,123,914
Service Provider Contract	327,000	-	327,000
Total Expenses	8,399,944	201,965	8,601,909
Net Income/(Loss)	13,339	-	13,339
Unobligated Balance	-	-	-

Hillsborough County
2024-2025 Planning Budget
Modification #2

Budget Category	Approved 2024-2025 Planning Budget	Budget Mod #2	Proposed 2024- 2025 Planning Budget - Mod #2
Grant Revenue - Federal	19,219,225	300,055	19,519,280
Grant Revenue - Local	1,901,899	-	1,901,899
Total Grant Revenue	21,121,124	300,055	21,421,179
Other Income	101,200	-	101,200
Total Revenues	21,222,324	300,055	21,522,379
Expenses			
Salaries	7,964,464	22,116	7,986,580
Payroll Tax & Fringe	2,092,281	6,256	2,098,537
Retirement	525,141	1,559	526,700
Staff Training & Education	113,000	-	113,000
Accounting & Professional fees	788,872	-	788,872
Occupancy	1,580,652	-	1,580,652
Contract Labor	565,856	-	565,856
Office Expense	901,692	(0)	901,692
Insurance	134,140	-	134,140
Communications	124,400	-	124,400
Community Outreach	534,600	-	534,600
Travel	109,450	-	109,450
Meetings & Conferences	71,500	-	71,500
License, Dues & Other Fees	35,200	-	35,200
Other expense	-	-	-
Customer Training & Related Costs	5,334,000	270,000	5,604,000
Service Provider Contracts	130,000	-	130,000
Total Expenses	21,005,248	299,931	21,305,179
Net Income/(Loss)	10,700	-	10,700
Unobligated Balance	206,376	124	206,500

CareerSource Hillsborough Pinellas
2024-2025 Planning Budget Combined
Modification #2

Budget Category	Approved 2024-2025 Planning Budget	Budget Mod #2	Proposed 2024-2025 Planning Budget - Mod #2
Grant Revenue - Federal	27,528,108	502,020	28,030,128
Grant Revenue - Local	1,901,899	-	1,901,899
Total Grant Revenue	29,430,007	502,020	29,932,027
Other Income	205,600	-	205,600
Total Revenues	29,635,607	502,020	30,137,627
Salaries	11,252,561	65,409	11,317,970
Payroll Tax & Fringe	3,196,721	13,897	3,210,618
Retirement	805,503	4,590	810,093
Staff Training & Education	151,350	-	151,350
Accounting & Professional fees	1,037,518	-	1,037,518
Occupancy	1,936,270	-	1,936,270
Contract Labor	830,690	-	830,690
Office Expense	1,089,318	(0)	1,089,318
Insurance	213,140	-	213,140
Communications	220,676	-	220,676
Community Outreach	569,732	-	569,732
Travel	158,100	-	158,100
Meetings & Conferences	96,000	-	96,000
License, Dues & Other Fees	76,199	-	76,199
Other expense	4,500	-	4,500
Customer Training & Related Costs	7,309,914	418,000	7,727,914
Service Provider Contracts	457,000	-	457,000
Total Expenses	29,405,192	501,896	29,907,088
Net Income/(Loss)	24,039	24,039	24,039
Unobligated Balance			206,500



***2024-2025 Planning Budget by Funding Type
- Modification #2
by County and Combined***

Pinellas County
Planning Budget by Funding Type
Fiscal Year 2025 (July 2024-June 2025)

	Workforce Innovation & Opportunity Act	Employment Services Programs	Welfare Transition Programs	Direct Grants & Special Projects	Total Program Budget FY2024- 2025	Unrestricted	Total Organization Budget FY 2024-2025	Prior Approved Budget FY 2024-2025	Modification #2
Revenue:									
Fiscal Year 2025 New Allocations	2,983,846	1,406,635	1,628,500	11,500	6,030,481	-	6,030,481	5,828,516	201,965
Carryforward from Prior Year Allocations	1,571,898	456,158	463,811	-	2,491,867	-	2,491,867	2,491,867	-
Projected Unrestricted Revenue	-	-	-	-	-	92,900	92,900	92,900	-
Total Revenue	4,555,744	1,862,793	2,092,311	11,500	8,522,348	92,900	8,615,248	8,413,283	201,965
Expenditures:									
Program Services - Allocated Costs:									
Business Services	782,882	1,331	515,071	-	1,299,284	-	1,299,284	1,299,284	-
Case Management	1,042,859	611,603	460,724	-	2,115,186	-	2,115,186	2,061,221	53,965
Program Services	244,116	562,362	463,851	11,500	1,281,829	-	1,281,829	1,281,829	-
One Stop Operating/Facilities Costs	3,463	272,216	62,333	-	338,012	-	338,012	338,012	-
Technology	4,052	137,989	32,116	-	174,157	-	174,157	174,157	-
Community Outreach	3,185	108,467	25,245	-	136,897	-	136,897	136,897	-
Program Staff Training & Professional Development	640	21,789	5,071	-	27,500	-	27,500	27,500	-
Subtotal - Program Services Allocated	2,081,197	1,715,757	1,564,411	11,500	5,372,865	-	5,372,865	5,318,900	53,965
Program Services - Direct Costs:									
Participant & Work Based Learning	1,763,202	18,000	339,472	-	2,120,674	-	2,120,674	1,972,674	148,000
Direct Grants & Special Projects - Salaries & Benefits	-	-	-	-	-	-	-	-	-
Direct Costs - Other	10,956	-	-	-	10,956	79,561	90,517	90,517	-
Subrecipient Contracts	305,094	2,941	18,965	-	327,000	-	327,000	327,000	-
DEO Staff Travel	-	15,500	-	-	15,500	-	15,500	15,500	-
Subtotal - Program Services Direct	2,079,252	36,441	358,437	-	2,474,130	79,561	2,553,691	2,405,691	148,000
Total Program Service Costs:	4,160,449	1,752,198	1,922,848	11,500	7,846,995	79,561	7,926,556	7,724,591	201,965
Indirect Costs									
Indirect Costs	395,295	110,595	169,463	-	675,353	-	675,353	675,353	-
Total Indirect Costs	395,295	110,595	169,463	-	675,353	-	675,353	675,353	-
Total Expenditures	4,555,744	1,862,793	2,092,311	11,500	8,522,348	79,561	8,601,909	8,399,944	201,965
Projected Net Income/(Loss)	-	-	-	-	-	13,339	13,339	13,339	-
Unobligated Balance	-	-	-	-	-	-	-	-	-

Hillsborough County
Planning Budget by Funding Type
Fiscal Year 2025 (July 2024-June 2025)

	Workforce Innovation & Opportunity Act	Employment Services Programs	Welfare Transition Programs	Direct Grants & Special Projects	Total Program Budget FY2024- 2025	Unrestricted	Total Organization Budget FY	Prior Approved Budget FY	Modification #2
Revenue:									
Fiscal Year 2025 New Allocations	6,284,211	3,458,363	3,735,853	1,140,417	14,618,844	-	14,618,844	14,318,789	300,055
Carryforward from Prior Year Allocations	4,579,542	1,080,105	381,206	761,482	6,802,335	-	6,802,335	6,802,335	-
Projected Unrestricted Revenue	-	-	-	-	-	101,200	101,200	101,200	-
Total Revenue	10,863,753	4,538,468	4,117,059	1,901,899	21,421,179	101,200	21,522,379	21,222,324	300,055
Expenditures:									
Program Services - Allocated Costs:									
Business Services	1,043,047	99,616	222,337	-	1,365,000	-	1,365,000	1,365,000	-
Case Management	2,417,493	1,267,726	1,014,316	-	4,699,535	-	4,699,535	4,669,604	29,931
Program Services	1,827,967	356,396	826,055	-	3,010,418	-	3,010,418	3,010,418	-
One Stop Operating/Facilities Costs	106,687	1,414,191	3,116	126,006	1,650,000	-	1,650,000	1,650,000	-
Technology	46,680	515,300	-	38,020	600,000	-	600,000	600,000	-
Community Outreach	35,359	243,131	-	21,510	300,000	-	300,000	300,000	-
Program Staff Training & Professional Development	6,770	40,748	-	2,482	50,000	-	50,000	50,000	-
Subtotal - Program Services Allocated	5,484,003	3,937,108	2,065,824	188,018	11,674,953	-	11,674,953	11,645,022	29,931
Program Services - Direct Costs:									
Participant & Work Based Learning	3,388,000	25,000	1,545,000	946,000	5,904,000	-	5,904,000	5,634,000	270,000
Direct Grants & Special Projects - Salaries & Benefits	-	-	-	428,726	428,726	-	428,726	428,726	-
Direct Costs - Other	650,000	-	-	92,000	742,000	90,500	832,500	832,500	-
Subrecipient Contracts	78,938	15,390	35,672	-	130,000	-	130,000	130,000	-
DEO Staff Travel	-	35,000	-	-	35,000	-	35,000	35,000	-
Subtotal - Program Services Direct	4,116,938	75,390	1,580,672	1,466,726	7,239,726	90,500	7,330,226	7,060,226	270,000
Total Program Service Costs:	9,600,941	4,012,498	3,646,496	1,654,744	18,914,679	90,500	19,005,179	18,705,248	299,931
Indirect Costs									
Indirect Costs	1,167,043	488,977	441,479	202,501	2,300,000	-	2,300,000	2,300,000	-
Total Indirect Costs	1,167,043	488,977	441,479	202,501	2,300,000	-	2,300,000	2,300,000	-
Total Expenditures	10,767,984	4,501,475	4,087,975	1,857,245	21,214,679	90,500	21,305,179	21,005,248	299,931
Projected Net Income/(Loss)	-	-	-	-	-	10,700	10,700	10,700	-
Unobligated Balance	95,769	36,993	29,084	44,654	206,500	-	206,500	206,376	124

CareerSource Hillsborough Pinellas
Planning Budget by Funding Type
Fiscal Year 2025 (July 2024-June 2025)

	Workforce Innovation & Opportunity Act	Employment Services Programs	Welfare Transition Programs	Direct Grants & Special Projects	Total Program Budget FY2024-2025	Unrestricted	Total Organization Budget FY 2024-2025	Prior Approved Budget FY 2024-2025	Modification #2
Revenue:									
Fiscal Year 2025 New Allocations	9,268,057	4,864,998	5,364,353	1,151,917	20,649,325	-	20,649,325	20,147,305	502,020
Carryforward from Prior Year Allocations	6,151,440	1,536,263	845,017	761,482	9,294,202	-	9,294,202	9,294,202	-
Projected Unrestricted Revenue	-	-	-	-	-	194,100	194,100	194,100	-
Total Revenue	15,419,497	6,401,261	6,209,370	1,913,399	29,943,527	194,100	30,137,627	29,635,607	502,020
Expenditures:									
Program Services - Allocated Costs:									
Business Services	1,825,929	100,947	737,408	-	2,664,284	-	2,664,284	2,664,284	-
Case Management	3,460,352	1,879,329	1,475,040	-	6,814,721	-	6,814,721	6,730,825	83,896
Program Services	2,072,083	918,758	1,289,906	11,500	4,292,247	-	4,292,247	4,292,247	-
One Stop Operating/Facilities Costs	110,150	1,686,407	65,449	126,006	1,988,012	-	1,988,012	1,988,012	-
Technology	50,732	653,289	32,116	38,020	774,157	-	774,157	774,157	-
Community Outreach	38,544	351,598	25,245	21,510	436,897	-	436,897	436,897	-
Program Staff Training & Professional Development	7,410	62,537	5,071	2,482	77,500	-	77,500	77,500	-
Subtotal - Program Services Allocated	7,565,200	5,652,865	3,630,235	199,518	17,047,818	-	17,047,818	16,963,922	83,896
Program Services - Direct Costs:									
Participant & Work Based Learning	5,151,202	43,000	1,884,472	946,000	8,024,674	-	8,024,674	7,606,674	418,000
Direct Grants & Special Projects - Salaries & Benefits	-	-	-	428,726	428,726	-	428,726	428,726	-
Direct Costs - Other	660,956	-	-	92,000	752,956	170,061	923,017	923,017	-
Subrecipient Contracts	384,032	18,331	54,637	-	457,000	-	457,000	457,000	-
DEO Staff Travel	-	50,500	-	-	50,500	-	50,500	50,500	-
Subtotal - Program Services Direct	6,196,190	111,831	1,939,109	1,466,726	9,713,856	170,061	9,883,917	9,465,917	418,000
Total Program Service Costs:	13,761,390	5,764,696	5,569,344	1,666,244	26,761,674	170,061	26,931,735	26,429,839	501,896
Indirect Costs									
Indirect Costs	1,562,338	599,572	610,942	202,501	2,975,353	-	2,975,353	2,975,353	-
Total Indirect Costs	1,562,338	599,572	610,942	202,501	2,975,353	-	2,975,353	2,975,353	-
Total Expenditures	15,323,728	6,364,268	6,180,286	1,868,745	29,737,027	170,061	29,907,088	29,405,192	501,896
Projected Net Income/(Loss)	-					24,039	24,039	24,039	-
Unobligated Balance	95,769	36,993	29,084	44,654	206,500	-	206,500	206,376	124



Action Item

Solicitation of Audit and Tax Services

Background

Per Amended and Restated By-Laws of Tampa Bay Workforce Alliance, Inc. d/b/a CareerSource Hillsborough Pinellas ("By-Laws"), the Audit Committee's responsibilities include but are not limited to: "Making recommendations to the Board on the selection of an independent auditor, including terms of engagement and compensation." [By-Laws, Article VII, Section 7.4(A)]

Per Agreement between CareerSource Hillsborough Pinellas and the Florida Department of Commerce ("Agreement") for the period July 1, 2024 to June 30, 2027, "The Board must limit the audit services to no more than five years and then must follow 2 CFR Part 200 and its own policies to competitively re-procure these services. The previous audit firm may be awarded the new contract for audit services through the competitive procurement process if the lead partner of the audit firm had not been engaged as the lead partner with the Board for any of the previous five years." [Agreement, section 4(e)(ix)]

Information

Fiscal year ending June 30, 2025 represents the first-year audit of CareerSource Hillsborough Pinellas (CSHP). CSHP will follow our standard procurement process to select a qualified audit firm. The selected audit firm will be awarded the financial statement audit/990 services and 401(K) contract for the fiscal year end June 30, 2025 and December 31, 2024, respectively, with the option for 4 additional one-year periods.

Timeline of Key Events

Dates	Event/Action
01/08/25 Finance/Audit Committee Meeting	Approval of Audit & Tax Services Solicitation
01/16/25 Board of Directors Meeting	Approval of Audit & Tax Services Solicitation
Feb 2025	RFP to be posted/distributed (to potential bidders) and Q&A period.
March 2025	Review/evaluate responses, obtain additional information, if needed, reference checks, select audit firm.
<i>Date TBD</i> Finance/Audit Committee Meeting	Present for committee approval recommended audit firm to bring forth to Board of Directors for final approval/enter contract (negotiations).
05/15/25 Board of Directors Meeting	Present for approval recommended audit firm to enter contract (negotiations).

Recommendation

Approval to solicit audit and tax firm to be awarded the financial statement audit/990 services and 401(K) contract for the fiscal year end June 30, 2025 and December 31, 2024, respectively, with the option for 4 additional one-year periods.



Information Item

FloridaCommerce Financial Monitoring Quality Assurance Reports LWDB 14 and LWDB 15

Background

Per Amended and Restated By-Laws of Tampa Bay Workforce Alliance, Inc. d/b/a CareerSource Hillsborough Pinellas ("By-Laws"), the Audit Committee's responsibilities includes but are not limited to: "Reviewing internal and external financial monitoring reports performed by Corporation, U.S. Department of Labor, FloridaCommerce, and others as deemed appropriate." [By-Laws, Article VII, Section 7.4(I)]

Pursuant to the Agreement between CareerSource Hillsborough Pinellas and the Florida Department of Commerce ("Agreement"), as the local grant subrecipient of grant funds allocated to a local workforce development area under sections 128 and 133 of the Workforce Innovation and Opportunity Act, "The Subrecipient shall allow access to representatives of Commerce (including the Office of Inspector General and Office of Civil Rights), appropriate representatives from other state and federal funding agencies, and any other entity authorized by law for the purposes of conducting monitoring, reviews, inspections, investigations, proceedings, hearings, or audits (each a "Compliance Review") without imposing burdensome administrative processes to for such access. The Subrecipient will fully cooperate with any Compliance Review conducted pursuant to this section. Failure to fully cooperate will constitute a material breach of this Agreement and may result in the termination or suspension of this Agreement and any funding provided by Commerce." [Agreement, Section 4(c)]

Information

The Florida Department of Commerce (FloridaCommerce) conducted monitoring activities including assessing the local workforce development

(LWDB) financial operations, management practices, internal controls, and financial record keeping and reporting to determine if the LWDB operated in compliance with federal and state laws, rules, regulations, statutes, policies and guidance, and terms and conditions of the federal award, as follows:

	LWDB 14 – CareerSource Pinellas	LWDB 15 – CareerSource Tampa Bay
Dates of Monitoring	06/03/24 – 06/07/24	05/06/24 – 05/10/24
Period Monitored	07/01/22 – 06/30/23	07/01/22 – 06/30/23

Results

The review revealed that LWDB 14 and LWDB 15 have the systems in place to perform the broad management, operational, and financial functions required to operate the workforce programs; as such, no findings or other noncompliance issues were identified in the financial monitoring review of the LWDBs.

Enclosed:

- LWDB 14 Financial Monitoring Quality Assurance Report dated 10/29/24.
- LWDB 15 Financial Monitoring Quality Assurance Report dated 12/26/24.

Financial Monitoring Quality Assurance Report

CareerSource Pinellas
Local Workforce Development Board – 14

Program Year 2023-2024

October 29, 2024

Prepared by



Division of Finance and Administration
Bureau of Financial Monitoring and Accountability

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Executive Summary

During the period of June 3, 2024, - June 7, 2024, the Florida Department of Commerce (FloridaCommerce), conducted a financial monitoring review of CareerSource Pinellas's (CSP) financial operations.

The financial monitoring was conducted by FloridaCommerce's Bureau of Financial Monitoring and Accountability (FMA) staff through a remote desktop review analysis. Sampled items were provided through upload to FloridaCommerce's SharePoint monitoring system.

Monitoring activities included assessing CSP's financial operations, management practices, internal controls, and financial record keeping and reporting to determine if CSP operated in compliance with federal and state laws, rules, regulations, statutes, policies and guidance, and terms and conditions of the federal award.

Financial management issues identified in the report are categorized as Findings, Other Noncompliance Issues (ONIs), Observations, and Technical Assistance based on a scale of high, medium, and low risk factors. High, medium, and low risk factors are used to separate issues that present more of a threat to financial operations including issues that may impact the board's fiscal integrity or delivery of services.

The review revealed that CSP has the systems in place to perform the broad management, operational, and financial functions required to operate the workforce programs; as such, no findings or other noncompliance issues were identified in the financial monitoring review. While no material issues or weaknesses came to the reviewers' attention other than those contained in the report, there is no assurance that other issues do not exist.

As a subrecipient of funds administered by FloridaCommerce, CSP is accountable for failing to correct any financial deficiencies found during compliance monitoring reviews. To reduce financial monitoring deficiencies observed and to increase fiscal integrity at the local level, corrective action by CSP is required to be taken whenever such deficiencies are identified.

The results of CSP's Program Year 2023-2024 financial monitoring review are summarized in the chart below.

ACRONYM TABLE

AP - Administrative Policy
CAP – Corrective Action Plan
CFR – Code of Federal Regulations
CSP - CareerSource Pinellas
DVOP – Disabled Veterans Outreach Program
DWG – Disaster Recovery Dislocated Worker Grant
DW – Dislocated Worker
ETA – Employment and Training Administration
F.A.C. – Florida Administrative Code
FG – Final Guidance
FloridaCommerce - Florida Department of Commerce
FMA – Bureau of Financial Monitoring and Accountability
F.S. – Florida Statutes
FY – Fiscal Year
IT – Information Technology
ITA – Individual Training Account
IWT – Incumbent Worker Training
JVA – Jobs for Veterans Act
JVSG – Jobs for Veterans State Grant
LLC – Limited Liability Corporation
LVER – Local Veterans Employment Representative
LWDB – Local Workforce Development Board
MOU/IFA – Memorandum of Understanding & Infrastructure Funding Agreement
MSFW – Migrant and Seasonal Farmworker
ONI – Other Noncompliance Issue
PY – Program Year
RESEA – Reemployment Services and Eligibility Assessment Program
SNAP E&T – Supplemental Nutrition Assistance Program Employment and Training
SYEP – Summer Youth Employment Program
TAA – Trade Adjustment Assistance
TANF – Temporary Assistance for Needy Families
TCA – Temporary Cash Assistance
TEGL – Training and Employment Guidance Letter
U.S.C. – United States Code
WE – Work Experience
WFS – Workforce Services
WIOA – Workforce Innovation and Opportunity Act
WP – Wagner-Peyser
WSA – Work Search Activity
WT – Welfare Transition

***The above table reflects all acronyms that may have been used in the PY 2023-2024 monitoring review cycle; however, all acronyms may not be used in this report.**

SUMMARY TABLE OF FINANCIAL MONITORING RESULTS

N=No. Y=Yes. N/A=Not Applicable.

PY 2023-24 Financial Monitoring Results					
Category	Issue	Prior Year Finding	Current Year Finding	Prior Year Other Noncompliance Issue	Current Year Other Noncompliance Issue
11.0 –Contracting / Contract Monitoring	Omission of required contract clause			Y	
12.0 –Subaward / Subrecipient Monitoring	Omission of required subaward compliance provisions			Y	
Results- All Categories				2	

Note: For prior year findings and other noncompliance issues, please see the section on Prior Year Corrective Action Follow-Up.

DEFINITIONS APPLICABLE TO FINANCIAL MONITORING

1. Finding – A high risk issue that directly impacts the integrity or effectiveness of financial operations or could potentially result in major financial deficiencies (e.g., lack of accounting records or no system of accounting, no documentation to support expenditures, lack of internal controls, lack of fully executed contracts, issues indicative of systemic problems in financial operations, has the appearance of fraud or abuse, potential questioned costs, etc.). Findings are expected to be responded to in the Corrective Action Plan.
2. Other Noncompliance Issue – A medium risk finding that results in deviation from process or practice not likely to result in failure of the management system or process but has a direct impact on financial operations (e.g., missing financial elements, failure to timely conduct follow-ups, etc.) ONIs could potentially be upgraded to a finding over time based on the nature of the deficiency (e.g., repeat violations, issues indicative of systemic problems in financial operations, questioned costs, etc.). ONIs are expected to be responded to in the CAP.
3. Observation – A low risk issue that is intended to offer constructive comments and an opportunity to improve current local practices, processes, and procedures that result in positive financial outcomes. Observations are not expected to be responded to in the CAP except when requested.
4. Technical Assistance – Any assistance provided by the financial monitoring team to LWDB staff.

**MONITORING REPORT
CAREERSOURCE PINELLAS
LOCAL WORKFORCE DEVELOPMENT BOARD - 14**

I. DESCRIPTION OF MONITORING APPROACH

The scope of the financial review included an examination of CSP's internal controls, financial management systems, procurements, contract management processes, subrecipient monitoring, cost allocations, payroll, disbursement testing, and reporting and reconciliation of financial data in SERA to determine if appropriate processes, procedures, and controls were in place and properly implemented. In some instances, interviews were conducted with CSP staff to gather information about financial management processes.

Compliance Review Abstract Information

- Financial Monitoring Review Dates: June 3, 2024, to June 7, 2024
- Financial Monitoring Sample Review Period Dates: July 1, 2022, to June 30, 2023

II. FINANCIAL MONITORING REVIEW

FMA performed financial monitoring procedures based on the elements described in the PY 2023-2024 Financial Monitoring Tool. The results of financial monitoring testing are described below.

Prior Year Corrective Action Follow-Up

FMA identified two other noncompliance issues in the PY 2022-2023 Quality Assurance Report, which have been resolved.

PY 2023-2024 Financial Monitoring Results

Findings

There were no findings identified during the financial monitoring review period of July 1, 2022, to June 30, 2023.

Other Noncompliance Issues

There were no other noncompliance issues identified during the financial monitoring review period of July 1, 2022, to June 30, 2023.

Observations/ Technical Assistance

There were no observations identified or technical assistance provided during the financial monitoring review period of July 1, 2022, to June 30, 2023.

Financial Monitoring Review Dates: June 3, 2024, to June 7, 2024

Financial Monitoring Sample Review Period: July 1, 2022, to June 30, 2023

Name	Agency	Entrance Conference	Exit Conference
The joint entrance conference with LWDB staff was conducted on June 3, 2024. The financial monitoring exit conference was conducted on October 22, 2024. The entrance/exit conference attendees are listed below:			
Kechia Dean	FloridaCommerce	X	X
Yvette McCullough	FloridaCommerce		X
Kim Ferree	FloridaCommerce		X
Steven Meier	CSPIN	X	X
Jay Burkey	CSPIN	X	
Bridget Smeltzer	CSPIN	X	

Financial Monitoring Quality Assurance Report

CareerSource Tampa Bay
Local Workforce Development Board – 15

Program Year 2023-2024

December 26, 2024

Prepared by



Division of Finance and Administration
Bureau of Financial Monitoring and Accountability

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Executive Summary

During the period of May 6, 2024 – May 10, 2024, the Florida Department of Commerce (FloridaCommerce), conducted a financial monitoring review of CareerSource Tampa Bay's (CSTB) financial operations.

The financial monitoring was conducted by FloridaCommerce's Bureau of Financial Monitoring and Accountability (FMA) staff through a remote desktop review analysis. Sampled items were provided through upload to FloridaCommerce's SharePoint monitoring system.

Monitoring activities included assessing CSTB's financial operations, management practices, internal controls, and financial record keeping and reporting to determine if CSTB operated in compliance with federal and state laws, rules, regulations, statutes, policies and guidance, and terms and conditions of the federal award.

Financial management issues identified in the report are categorized as Findings, Other Noncompliance Issues (ONIs), Observations, and Technical Assistance based on a scale of high, medium, and low risk factors. High, medium, and low risk factors are used to separate issues that present more of a threat to financial operations including issues that may impact the board's fiscal integrity or delivery of services.

The review revealed that CSTB has the systems in place to perform the broad management, operational, and financial functions required to operate the workforce programs; as such, no findings or other noncompliance issues were identified in the financial monitoring review. While no material issues or weaknesses came to the reviewers' attention, there is no assurance that other issues do not exist.

As a subrecipient of funds administered by FloridaCommerce, CSTB is accountable for failing to correct any financial deficiencies found during compliance monitoring reviews. To reduce financial monitoring deficiencies observed and to increase fiscal integrity at the local level, corrective action by CSTB is required to be taken whenever such deficiencies are identified.

The results of CSTB's Program Year 2023-2024 financial monitoring review are summarized in the chart below.

ACRONYM TABLE

AP - Administrative Policy
CAP – Corrective Action Plan
CFR – Code of Federal Regulations
CSTB - CareerSource Tampa Bay
DVOP – Disabled Veterans Outreach Program
DWG – Disaster Recovery Dislocated Worker Grant
DW – Dislocated Worker
ETA – Employment and Training Administration
F.A.C. – Florida Administrative Code
FG – Final Guidance
FloridaCommerce - Florida Department of Commerce
FMA – Bureau of Financial Monitoring and Accountability
F.S. – Florida Statutes
FY – Fiscal Year
IT – Information Technology
ITA – Individual Training Account
IWT – Incumbent Worker Training
JVA – Jobs for Veterans Act
JVSG – Jobs for Veterans State Grant
LLC – Limited Liability Corporation
LVER – Local Veterans Employment Representative
LWDB – Local Workforce Development Board
MOU/IFA – Memorandum of Understanding & Infrastructure Funding Agreement
MSFW – Migrant and Seasonal Farmworker
ONI – Other Noncompliance Issue
PY – Program Year
RESEA – Reemployment Services and Eligibility Assessment Program
SNAP E&T – Supplemental Nutrition Assistance Program Employment and Training
SYEP – Summer Youth Employment Program
TAA – Trade Adjustment Assistance
TANF – Temporary Assistance for Needy Families
TCA – Temporary Cash Assistance
TEGL – Training and Employment Guidance Letter
U.S.C. – United States Code
WE – Work Experience
WFS – Workforce Services
WIOA – Workforce Innovation and Opportunity Act
WP – Wagner-Peyser
WSA – Work Search Activity
WT – Welfare Transition

***The above table reflects all acronyms that may have been used in the PY 2023-2024 monitoring review cycle; however, all acronyms may not be used in this report.**

SUMMARY TABLE OF FINANCIAL MONITORING RESULTS

PY 2023-24 Financial Monitoring Results					
Category	Issue	Prior Year Finding	Current Year Finding	Prior Year Other Noncompliance Issue	Current Year Other Noncompliance Issue
Results - All Categories					

Note: For prior year findings and other noncompliance issues, please see the section on Prior Year Corrective Action Follow-Up.

DEFINITIONS APPLICABLE TO FINANCIAL MONITORING

1. Finding – A high risk issue that directly impacts the integrity or effectiveness of financial operations or could potentially result in major financial deficiencies (e.g., lack of accounting records or no system of accounting, no documentation to support expenditures, lack of internal controls, lack of fully executed contracts, issues indicative of systemic problems in financial operations, has the appearance of fraud or abuse, potential questioned costs, etc.). Findings are expected to be responded to in the Corrective Action Plan (CAP).
2. Other Noncompliance Issue – A medium risk finding that results in deviation from process or practice not likely to result in failure of the management system or process but has a direct impact on financial operations (e.g., missing financial elements, failure to timely conduct follow-ups, etc.) ONIs could potentially be upgraded to a finding over time based on the nature of the deficiency (e.g., repeat violations, issues indicative of systemic problems in financial operations, questioned costs, etc.). ONIs are expected to be responded to in the CAP.
3. Observation – A low risk issue that is intended to offer constructive comments and an opportunity to improve current local practices, processes, and procedures that result in positive financial outcomes. Observations are not expected to be responded to in the CAP except when requested.
4. Technical Assistance – Any assistance provided by the financial monitoring team to LWDB staff.

**MONITORING REPORT
CAREERSOURCE TAMPA BAY
LOCAL WORKFORCE DEVELOPMENT BOARD - 15**

I. DESCRIPTION OF MONITORING APPROACH

The scope of the financial review included an examination of CSTB's internal controls, financial management systems, procurements, contract management processes, subrecipient monitoring, cost allocations, payroll, disbursement testing, and reporting and reconciliation of financial data in SERA to determine if appropriate processes, procedures, and controls were in place and properly implemented. In some instances, interviews were conducted with CSTB staff to gather information about financial management processes.

Compliance Review Abstract Information

- Financial Monitoring Review Dates: May 6, 2024, to May 10, 2024
- Financial Monitoring Sample Review Period Dates: July 1, 2022, to June 30, 2023

II. FINANCIAL MONITORING REVIEW

FMA performed financial monitoring procedures based on the elements described in the PY 2023-2024 Financial Monitoring Tool. The results of financial monitoring testing are described below.

Prior Year Corrective Action Follow-Up

There were no findings or ONIs identified in the prior year.

PY 2023-2024 Financial Monitoring Results

Findings

There were no findings identified during the financial monitoring review period of July 1, 2022, to June 30, 2023.

Other Noncompliance Issues

There were no ONIs identified during the financial monitoring review period of July 1, 2022, to June 30, 2023.

Observations/ Technical Assistance

There were no observations identified or technical assistance provided during the financial monitoring review period of July 1, 2022, to June 30, 2023.

Financial Monitoring Review Dates: May 6, 2024 - May 10, 2024

Financial Monitoring Sample Review Period: July 1, 2023 - June 30, 2024

Name	Agency	Entrance Conference	Exit Conference
The joint entrance conference with LWDB staff was conducted on May 6, 2024. The financial monitoring exit conference was conducted on December 26, 2024. The entrance/exit conference attendees are listed below:			
Sarah Rudnik	FloridaCommerce	X	
Tisha Womack	FloridaCommerce		X
Yvette McCullough	FloridaCommerce		X
Sheila Doyle	CSTB	X	X
Anna Munro	CSTB	X	



Information Item

Expenditure Reports for Period Ending November 30, 2024.

Pinellas County
Grant Award to Expenditure Report
FY 2024-2025
For Period Ending 11/30/2024

Program Description	Award Begin Date	Award End Date	Award Amount	FY 24-25 Budget	FY 24-25 Expenditures YTD	FY 24-25 Remaining Budget	FY 24-25 Expenditure Rate	Overall Expenditure Rate Expected	Overall Expenditure Rate Actual
Workforce Innovation Opportunity Act									
WIOA - Adult PY2023	7/1/22	6/30/25	1,145,026	418,373	418,373	-	100%	81%	100%
WIOA - Adult PY2024	7/1/23	6/30/26	998,435	798,748	61,160	737,588	8%	47%	6%
WIOA - Dislocated Worker PY2023	7/1/22	6/30/25	1,208,487	589,449	589,449	-	100%	81%	100%
WIOA - Dislocated Worker PY2024	7/1/23	6/30/26	1,293,933	1,035,146	35,768	999,378	3%	47%	3%
WIOA - Youth PY2023	4/1/22	6/30/25	918,857	423,350	422,990	360	100%	82%	100%
WIOA - Youth PY2024	4/1/23	6/30/26	776,931	621,544	24,779	596,765	4%	51%	3%
WIOA - Supplemental	7/1/24	6/30/26	129,956	129,956	-	129,956	0%	0%	0%
WIOA - Hope Navigator	7/1/23	6/30/25	128,127	128,127	-	128,127	0%	71%	0%
WIOA - Rapid Response	7/1/24	6/30/25	75,952	75,952	2,197	73,755	3%	42%	3%
WIOA - AI Incumbent Worker	7/1/24	6/30/25	75,000	75,000	-	75,000	0%	0%	0%
WIOA - Sector Based Training	7/1/24	6/30/25	62,500	62,500	-	62,500	0%	0%	0%
WIOA - DWG Hurricane Helene/Milton	10/1/24	9/30/26	185,000	185,000	1,363	183,637	1%	8%	1%
WIOA - Board Consolidation & Realignment	7/1/23	6/30/25	50,000	12,599	-	12,599	0%	71%	75%
Total Workforce Innovation Opportunity Act			7,048,204	4,555,744	1,556,079	2,999,665	34%		
Employment Services									
Wagner Peyser PY2023	7/1/23	9/30/24	776,626	221,717	221,717	-	100%	100%	100%
Wagner Peyser PY2024	7/1/24	9/30/25	811,532	595,000	119,100	475,900	20%	33%	15%
WP - Apprenticeship Navigator	7/1/24	6/30/25	48,000	48,000	217	47,783	0%	42%	0%
WP - Hope Navigator	7/1/23	6/30/25	89,689	82,673	1,918	80,755	2%	71%	10%
WP - Hope Navigator	7/1/23	6/30/25	35,714	35,714	-	35,714	0%	71%	0%
DVOP	7/1/24	12/31/25	180,567	145,631	26,739	118,892	18%	28%	34%
LVER	7/1/24	12/31/25	29,395	22,369	8,178	14,191	37%	28%	52%
Supplemental Nutrition Assistance Program PY2023	10/1/23	9/30/24	281,705	28,845	28,845	-	100%	100%	100%
Supplemental Nutrition Assistance Program PY2024	10/1/24	9/30/25	237,493	178,120	37,702	140,418	21%	16%	16%
TAA Training	10/1/22	9/30/24	8,394	1,996	-	1,996	0%	100%	76%
TAA Training	10/1/24	9/30/25	23,270	23,270	-	23,270	0%	16%	0%
TAA Case Management/Admin	10/1/22	9/30/24	3,850	1,734	-	1,734	0%	100%	55%
RESEA Transition PY2023	1/1/23	9/30/25	482,814	119,193	119,193	-	100%	70%	100%
RESEA Transition PY2024	1/1/24	9/30/25	478,041	358,531	219,170	139,361	61%	52%	46%
Total Employment Services			3,487,091	1,862,793	782,779	1,080,014	42%		
Welfare Transition									
Welfare Transition Program PY2024 Oct-June	10/1/23	8/31/24	1,611,956	463,811	463,811	-	100%	100%	100%
Welfare Transition Program PY2025 July-Sept	7/1/24	11/30/24	330,498	330,498	330,498	(0)	100%	100%	100%
Welfare Transition Program PY2025 Oct-June	10/1/24	6/30/25	1,430,921	1,298,002	70,484	1,227,518	5%	22%	5%
Total Welfare Transition			3,373,375	2,092,311	864,793	1,227,518	41%		
Totals				\$ 8,510,848	3,203,651	5,307,197	38%		

Hillsborough County Grant Award to Actual Expenditures FY 2024-2025 For Period Ending 11/30/2024									
Program Description	Award Begin Date	Award End Date	Award Amount	FY 24-25 Budget	FY 24-25 Expenditures YTD	FY 24-25 Remaining Budget	FY 24-25 Expenditure Rate	Overall Expenditure Rate Expected	Overall Expenditure Rate Actual
Workforce Innovation Opportunity Act									
WIOA - Adult PY2023	7/1/22	6/30/25	2,177,393	994,479	994,479	0	100%	81%	100%
WIOA - Adult PY2024	7/1/23	6/30/26	1,854,237	1,483,390	103,072	1,380,318	7%	47%	6%
WIOA - Dislocated Worker PY2023	7/1/22	6/30/25	2,186,118	1,179,853	530,699	649,154	45%	81%	70%
WIOA - Dislocated Worker PY2024	7/1/23	6/30/26	2,300,324	1,840,259	-	1,840,259	0%	47%	0%
WIOA - Youth PY2023	4/1/22	6/30/25	2,318,736	1,315,358	1,315,358	0	100%	82%	100%
WIOA - Youth PY2024	4/1/23	6/30/26	1,902,143	1,521,714	10,473	1,511,241	1%	51%	1%
WIOA - Supplemental	7/1/24	6/30/26	241,347	241,347	-	241,347	0%	0%	0%
WIOA - Get There Faster (Veterans & Military Spouses)	10/1/21	6/30/25	3,089,416	821,108	227,501	593,607	28%	85%	81%
WIOA - Hope Navigator	7/1/23	6/30/25	128,127	128,127	15,579	112,548	12%	71%	12%
WIOA - Rapid Response	7/1/24	6/30/25	275,000	275,000	122,861	152,139	45%	42%	45%
WIOA - AI Incumbent Worker	7/1/24	6/30/25	75,000	75,000	-	75,000	0%	0%	0%
WIOA - Sector Based Training	7/1/24	6/30/25	62,500	62,500	-	62,500	0%	0%	0%
WIOA - DWG Hurricane Helene/Milton	10/1/24	9/30/26	185,000	185,000	20,982	164,018	11%	8%	11%
WIOA - Board Consolidation & Realignment	7/1/23	6/30/25	356,500	140,617	56,077	84,540	40%	71%	76%
WIOA - Board Consolidation & Realignment	6/3/24	6/30/25	600,000	600,000	-	600,000	0%	46%	0%
Total Workforce Innovation Opportunity Act			17,751,841	10,863,751	3,397,081	7,466,670	31%		
Employment Services									
Wagner Peyser PY2023	7/1/23	9/30/24	1,756,030	385,016	385,016	(0)	100%	100%	100%
Wagner Peyser PY2024	7/1/24	9/30/25	1,575,328	1,475,328	260,830	1,214,498	18%	33%	17%
WP - Apprenticeship Navigator	7/1/24	7/31/24	1,000	1,000	1,000	-	100%	100%	100%
WP - Apprenticeship Navigator	7/1/24	6/30/25	48,000	48,000	24,294	23,706	51%	42%	51%
WP - Hope Navigator	7/1/23	6/30/25	89,689	74,815	14,241	60,574	19%	71%	32%
WP - Hope Navigator	7/1/23	6/30/25	35,714	35,714	-	35,714	0%	71%	0%
DVOP	7/1/24	12/31/25	217,178	217,178	26,361	190,817	12%	28%	12%
LVER	7/1/24	12/31/25	79,495	79,495	15,074	64,421	19%	28%	19%
Supplemental Nutrition Assistance Program PY2023	10/1/23	9/30/24	815,596	221,950	221,950	(0)	100%	100%	100%
Supplemental Nutrition Assistance Program PY2024	10/1/24	9/30/25	675,941	506,959	134,702	372,257	27%	16%	20%
TAA Training	10/1/22	9/30/24	21,442	21,442	-	21,442	0%	100%	0%
TAA Training	10/1/24	9/30/25	25,000	25,000	-	25,000	0%	16%	0%
TAA Case Management/Admin	10/1/22	9/30/24	3,917	3,917	3,917	-	100%	100%	100%
RESEA Transition PY2023	1/1/23	9/30/25	947,195	470,748	408,516	62,232	87%	70%	93%
RESEA Transition PY2024	1/1/24	9/30/25	927,963	695,972	-	695,972	0%	52%	0%
Military Family	7/1/24	6/30/25	275,937	275,937	80,602	195,335	29%	42%	29%
Total Employment Services			7,495,425	4,538,470	1,576,503	2,961,967	35%		
Welfare Transition									
Welfare Transition Program PY2024 Oct-June	10/1/23	8/31/24	3,111,657	381,206	381,206	(0)	100%	100%	100%
Welfare Transition Program PY2025 July-Sept	7/1/24	11/30/24	1,043,820	1,043,820	1,043,820	-	100%	100%	100%
Welfare Transition Program PY2025 Oct-June	10/1/24	6/30/25	2,692,033	2,692,033	243,343	2,448,690	9%	0%	9%
Total Welfare Transition			6,847,510	4,117,059	1,668,369	2,448,690	41%		
Direct Grants & Special Projects									
Hills County - Targeted Industry Sector Workforce Prog	10/1/23	9/30/24	500,000	174,234	95,214	79,020	55%	100%	84%
Hills County - Targeted Industry Sector Workforce Prog	10/1/24	9/30/25	500,000	375,000	72,701	302,299	19%	16%	15%
Hills County - ACE 4.0	10/1/23	9/30/24	755,000	466,823	196,119	270,704	42%	100%	64%
Hills County - ACE 5.0	10/1/24	9/30/25	755,000	566,250	36,449	529,801	6%	16%	5%
Hills County - Ex-Offender/Returning Citizen	4/1/23	9/30/24	300,000	89,973	5,288	84,685	6%	100%	72%
Hills County - Ex-Offender/Returning Citizen	10/1/24	9/30/25	150,000	112,500	630	111,870	1%	16%	0%
United Way Suncoast - TBSH	7/1/24	6/30/25	86,667	86,667	86,667	-	100%	42%	100%
Good Jobs Initiative	7/1/23	6/30/25	25,250	25,250	-	25,250	0%	0%	0%
Florida Medical - Foundation for Caring	7/1/23	12/31/24	9,244	5,201	5,201	(0)	100%	94%	100%
Total Direct Grants & Special Projects			26,422,701	1,901,898	498,269	1,403,629	26%		
Totals				\$ 21,421,179	7,140,222	14,280,957	33%		

CareerSource Hillsborough Pinellas Combined Grant Award to Actual Expenditures FY 2024-2025 For Period Ending 11/30/2024									
Program Description	Award Begin Date	Award End Date	Award Amount	FY 24-25 Budget	FY 24-25 Expenditures YTD	FY 24-25 Remaining Budget	FY 24-25 Expenditure Rate	Overall Expenditure Rate Expected	Overall Expenditure Rate Actual
Workforce Innovation Opportunity Act									
WIOA - Adult PY2023	7/1/22	6/30/25	3,322,419	1,412,852	1,412,852	0	100%	81%	100%
WIOA - Adult PY2024	7/1/23	6/30/26	2,852,672	2,282,138	164,232	2,117,906	7%	47%	6%
WIOA - Dislocated Worker PY2023	7/1/22	6/30/25	3,394,605	1,769,302	1,120,148	649,154	63%	81%	81%
WIOA - Dislocated Worker PY2024	7/1/23	6/30/26	3,594,257	2,875,405	35,768	2,839,637	1%	47%	1%
WIOA - Youth PY2023	4/1/22	6/30/25	3,237,593	1,738,708	1,738,348	360	100%	82%	100%
WIOA - Youth PY2024	4/1/23	6/30/26	2,679,074	2,143,258	35,252	2,108,006	2%	51%	1%
WIOA - Supplemental	7/1/24	6/30/26	371,303	371,303	-	371,303	0%	21%	0%
WIOA - Get There Faster (Veterans & Military Spouses)	10/1/21	6/30/25	3,089,416	821,108	227,501	593,607	28%	85%	81%
WIOA - Hope Navigator	7/1/23	6/30/25	256,254	256,254	15,579	240,675	6%	71%	6%
WIOA - Rapid Response	7/1/24	6/30/25	350,952	350,952	125,058	225,894	36%	42%	36%
WIOA - AI Incumbent Worker	7/1/24	6/30/25	150,000	150,000	-	150,000	0%	42%	0%
WIOA - Sector Based Training	7/1/24	6/30/25	125,000	125,000	-	125,000	0%	42%	0%
WIOA - DWG Hurricane Helene/Milton	10/1/24	9/30/26	370,000	370,000	22,345	347,655	6%	8%	6%
WIOA - Board Consolidation & Realignment	7/1/23	6/30/25	406,500	153,216	56,077	97,139	37%	71%	76%
WIOA - Board Consolidation & Realignment	6/3/24	6/30/25	600,000	600,000	-	600,000	0%	46%	0%
Total Workforce Innovation Opportunity Act			24,800,045	15,419,496	4,953,160	10,466,336	32%		
Employment Services									
Wagner Peyser PY2023	7/1/23	9/30/24	2,532,656	606,733	606,733	(0)	100%	100%	100%
Wagner Peyser PY2024	7/1/24	9/30/25	2,386,860	2,070,328	379,930	1,690,398	18%	33%	16%
WP - Apprenticeship Navigator	7/1/24	7/31/24	1,000	1,000	1,000	-	100%	100%	100%
WP - Apprenticeship Navigator	7/1/24	6/30/25	96,000	96,000	24,511	71,489	26%	42%	26%
WP - Hope Navigator	7/1/23	6/30/25	179,378	157,488	16,159	141,329	10%	71%	21%
WP - Hope Navigator	7/1/23	6/30/25	71,428	71,428	-	71,428	0%	71%	0%
DVOP	7/1/24	12/31/25	397,745	362,809	53,100	309,709	15%	28%	22%
LVER	7/1/24	12/31/25	108,890	101,864	23,252	78,612	23%	28%	28%
Supplemental Nutrition Assistance Program PY2023	10/1/23	9/30/24	1,097,301	250,795	250,795	(0)	100%	100%	100%
Supplemental Nutrition Assistance Program PY2024	10/1/24	9/30/25	913,434	685,079	172,404	512,675	25%	16%	19%
TAA Training	10/1/22	9/30/24	29,836	23,438	-	23,438	0%	100%	21%
TAA Training	10/1/24	9/30/25	48,270	48,270	-	48,270	0%	16%	0%
TAA Case Management/Admin	10/1/22	9/30/24	7,767	5,651	3,917	1,734	69%	100%	78%
RESEA Transition PY2023	1/1/23	9/30/25	1,430,009	589,941	527,709	62,232	89%	70%	96%
RESEA Transition PY2024	1/1/24	9/30/25	1,406,004	1,054,503	219,170	835,333	21%	52%	16%
Military Family	7/1/24	6/30/25	275,937	275,937	80,602	195,335	29%	42%	29%
Total Employment Services			10,982,516	6,401,263	2,359,282	4,041,981	37%		
Welfare Transition									
Welfare Transition Program PY2024 Oct-June	10/1/23	8/31/24	4,723,613	845,017	845,017	(0)	100%	100%	100%
Welfare Transition Program PY2025 July-Sept	7/1/24	11/30/24	1,374,318	1,374,318	1,374,318	(0)	100%	100%	100%
Welfare Transition Program PY2025 Oct-June	10/1/24	6/30/25	4,122,954	3,990,035	313,827	3,676,208	8%	22%	8%
Total Welfare Transition			10,220,885	6,209,370	2,533,162	3,676,208	41%		
Direct Grants & Special Projects									
Hills County - Targeted Industry Sector Workforce Prog	10/1/23	9/30/24	500,000	174,234	95,214	79,020	55%	100%	84%
Hills County - Targeted Industry Sector Workforce Prog	10/1/24	9/30/25	500,000	375,000	72,701	302,299	19%	16%	15%
Hills County - ACE 4.0	10/1/23	9/30/24	755,000	466,823	196,119	270,704	42%	100%	64%
Hills County - ACE 5.0	10/1/24	9/30/25	755,000	566,250	36,449	529,801	6%	16%	5%
Hills County - Ex-Offender/Returning Citizen	4/1/23	9/30/24	300,000	89,973	5,288	84,685	6%	100%	72%
Hills County - Ex-Offender/Returning Citizen	10/1/24	9/30/25	150,000	112,500	630	111,870	1%	16%	0%
United Way Suncoast - TBSH	7/1/24	6/30/25	86,667	86,667	86,667	-	100%	42%	100%
Good Jobs Initiative	7/1/23	6/30/25	25,250	25,250	-	25,250	0%	71%	0%
Florida Medical - Foundation for Caring	7/1/23	12/31/24	9,244	5,201	5,201	(0)	100%	94%	100%
Total Direct Grants & Special Projects			37,617,397	1,901,898	498,269	1,403,629	26%		
Totals				\$ 29,932,027	10,343,873	19,588,154	35%		

Pinellas County
Budget to Actual
For Period Ending 11/30/2024

Budget Category	Proposed 2024- 2025 Planning Budget - Mod #2	Actual as of 11/30/2024	\$ Remaining Budget
Revenue - Grants	8,510,848	3,203,651	5,307,197
Revenue - Other	104,400	36,052	68,348
Total Revenues	8,615,248	3,239,703	5,375,545
Salaries	3,331,390	1,294,426	2,036,964
Payroll Tax & Fringe	1,112,081	396,802	715,279
Retirement	283,393	105,287	178,105
Staff Training & Education	38,350	513	37,837
Accounting & Professional fees	248,646	105,919	142,727
Occupancy	355,618	155,031	200,587
Contract Labor	264,834	158,549	106,285
Office Expense	187,626	40,030	147,596
Insurance	79,000	2,049	76,951
Communications	96,276	30,762	65,514
Community Outreach	35,132	3,541	31,591
Travel	48,650	32,300	16,350
Meetings & Conferences	24,500	7,179	17,321
License, Dues & Other Fees	40,999	2,976	38,023
Other expense	4,500	23	4,477
Customer Training & Related Costs	2,123,914	744,500	1,379,414
Service Provider Contract	327,000	126,818	200,182
Total Expenses	8,601,909	3,206,706	5,395,203
Projected Net Income/(Loss)	13,339	32,997	
Unobligated Balance	-	-	

Hillsborough County
Budget to Actual
For Period Ending 11/30/2024

Budget Category	Proposed 2024- 2025 Planning Budget - Mod #2	Actual as of 11/30/2024	\$ Remaining Budget
Revenue - Grants	21,421,179	7,140,237	14,280,942
Revenue - Other	101,200	59,200	42,000
Total Revenues	21,522,379	7,199,437	14,322,942

Salaries	7,986,580	3,521,355	4,465,225
Payroll Tax & Fringe	2,098,537	813,309	1,285,228
Retirement	526,700	203,920	322,780
Staff Training & Education	113,000	2,304	110,696
Accounting & Professional fees	788,872	122,099	666,773
Occupancy	1,580,652	610,178	970,474
Contract Labor	565,856	261,644	304,212
Office Expense	901,692	154,739	746,953
Insurance	134,140	-	134,140
Communications	124,400	40,287	84,113
Community Outreach	534,600	17,117	517,483
Travel	109,450	59,226	50,224
Meetings & Conferences	71,500	19,555	51,945
License, Dues & Other Fees	35,200	16,902	18,298
Other expense	-	-	-
Customer Training & Related Costs	5,604,000	1,336,534	4,267,466
Service Provider Contract	130,000	105	129,895
Total Expenses	21,305,179	7,179,274	14,125,905

Projected Net Income/(Loss)	10,700	20,163
Unobligated Balance	206,500	-

CareerSource Hillsborough Pinellas
Combined Budget to Actual
For Period Ending 11/30/2024

Budget Category	Proposed 2024- 2025 Planning Budget - Mod #2	Actual as of 11/30/2024	\$ Remaining Budget
Revenue - Grants	29,932,027	10,343,888	19,588,139
Revenue - Other	205,600	95,252	110,348
Total Revenues	30,137,627	10,439,140	19,698,487
Salaries	11,317,970	4,815,781	6,502,189
Payroll Tax & Fringe	3,210,618	1,210,111	2,000,507
Retirement	810,093	309,208	500,885
Staff Training & Education	151,350	2,817	148,533
Accounting & Professional fees	1,037,518	228,018	809,501
Occupancy	1,936,270	765,210	1,171,060
Contract Labor	830,690	420,193	410,497
Office Expense	1,089,318	194,768	894,549
Insurance	213,140	2,049	211,091
Communications	220,676	71,049	149,627
Community Outreach	569,732	20,658	549,074
Travel	158,100	91,526	66,574
Meetings & Conferences	96,000	26,734	69,266
License, Dues & Other Fees	76,199	19,877	56,322
Other expense	4,500	23	4,477
Customer Training & Related Costs	7,727,914	2,081,034	5,646,880
Service Provider Contract	457,000	126,923	330,077
Total Expenses	29,907,088	10,385,980	19,521,108
Projected Net Income/(Loss)	24,039	53,160	
Unobligated Balance	206,500	-	