



**WORKFORCE SERVICES CONTRACT BETWEEN  
CAREER SOURCE HEARTLAND  
AND  
DESOTO COUNTY BOARD OF COUNTY COMMISSIONERS  
FOR  
WORK-BASED TRAINING OPPORTUNITIES**

This Workforce Services (WFS) Contract is entered into between CareerSource Heartland, 5901 US Hwy 27 S, Suite 1, Sebring, Florida 33870, and DeSoto County Board of County Commissioners, 201 E. Oak St., #201, Arcadia, Florida 34266, "Contractor", for the purpose of allocating CSH funds in support of Work-Based Training Opportunities. Sub-agreements will outline the specifics and the locations (addresses) of the Workforce Services to be provided.

It is understood by both parties that the maximum amount of funding identified in this WFS Contract shall not exceed ten thousand dollars and no cents (\$10,000.00). Actual obligations of the maximum amount of funding will be disbursed upon submission of invoices accompanied by supporting documentation to include verification of training provision and copy of credentials received, verification of employment and wage information, proof of invoiced costs, and proof of payment of invoiced and matched costs.

This Contract will be in effect February 1, 2025, through June 30, 2025. Unobligated funds will be unencumbered after June 30, 2025 unless CareerSource Heartland Board approval is received to amend the end date and/or the funding amount prior to April 30, 2025.

Both parties understand that the obligation of funds is dependent on all appropriate documents being signed by both parties prior to the start date of training or actual hire date, as appropriate.

Contractor understands that it will be necessary to invoice CareerSource Heartland as stated in each specific work-based training Agreement, in order to obtain reimbursement for training expenses, and that such invoicing must be submitted in a timely manner as indicated in each Agreement. Transitional Jobs/Work Experience Worksite Agreements allocate the funding, with invoicing submitted by the staffing agency.

**IN WITNESS WHEREOF**, the parties hereto have duly executed this Contract, and in signing and dating same, thereby validating this Contract, the parties also certify that each possesses legal authority to contract and bind their respective organizations in their capacity as a signatory official.

**DeSoto County Board of County Commissioners**

**CareerSource Heartland**

Mandy Hines  
County Administrator

Donna Doubleday Digitally signed by Donna Doubleday  
Date: 2025.02.05 10:29:58 -05'00'

Donna Doubleday  
President/CEO

2/18/25

Date

2/5/25

Date