

June 23, 2024

SOW/Quotation: CSNCFL06232024

Mrs. Phyllis Marty
Chief Executive Officer
CareerSource North Central Florida

Dear Phyllis,

Thank you for this opportunity to continue our programming to support your clients at CareerSource North Central Florida. As we discussed, here is the statement of work along with pricing for this program:

Program Details:

- Program Planning: completed in 2022 (~~\$5000~~ fee waived)
 - Review workshop details and frequency
 - Define outcomes and metrics
 - Schedule workshop frequency and coaching sessions
 - Generate welcome letter
- Workshops, Dates TBD (3-4 hours)
 - Introduction to Modern Career Planning
 - CareerSource and My Career Assist's roles in Career Development
 - Building career strategies (ICPs)
 - Define Your **Professional Identity**
 - Careers Research and **Goal Setting**
 - Establish your **Advisory Board**
 - Generate your **Learning and Development plan**
 - **Career Navigation** and Continuous Improvement
 - Integration into CareerSource's career navigation process
- Outcomes:
 - Individual career development strategies
 - Informational interviewing guidelines
 - Engagement strategies for your advisory boards
- Term of Engagement: for the **period of July 1, 2024 through June 30, 2025**

- Considerations
 - Fees for this program (**\$2800/workshop**) covers the following services:
 - Training of CareerSource North Central Florida's employees
 - Training of Get There Faster Program participants
 - Individual coaching sessions (2 virtual sessions/participant)
 - Administrative support and quality control
 - Ed Chiang will hold **a total of 14 workshops during the 2024-2025 fiscal year**
 - **12 Sessions** at the Gainesville location (1112 North Main Street, Gainesville, FL 32601)
 - **2 Sessions** at the LAke City location (1389 W US Hwy 90 #170, Lake City, FL 32055)
 - There are NO participant limits for each workshop
 - Payment schedule (Payment terms: net 10 days from invoice)
 - Invoiced issued after each workshop

Please email me your questions at echiang@mycareerassist.com. If you are satisfied with the details of this quote, please sign below (to serve as a letter of intent) until we receive your purchase order.

Respectfully,

Edward Chiang

Edward Chiang

<https://www.mycareerassist.com>

CareerSource North Central Florida Authorized Representative (please sign below)

Name (Print): Phyllis Hardy Phyllis Hardy

Title: CEO

Date: 6/26/24