

**DELEGATION OF SIGNING AUTHORITY  
FOR THE  
STATE OF FLORIDA VOLUNTARY PREKINDERGARTEN  
PROVIDER CONTRACT  
RELATED TO THE ORANGE COUNTY HEAD START PROGRAM**

To Whom It May Concern,

By means of this letter, the Orange County Board of County Commissioners (the "**Board**") does hereby delegate the authority below to Venerria L. Thomas, in her capacity as (the "**Director**"), on the following terms and conditions:

1. The Director may sign any documents pertaining to the Florida Voluntary Prekindergarten Program so long as such documents do not commit the County to providing any funding that is not already contemplated in the Statewide Voluntary Prekindergarten Provider Contract between the Early Learning Coalition of Orange County, Florida, and the County (the "**Contract**").
2. The effective date of this delegation is July 1, 2025, or the date upon which both parties have fully executed the Contract, whichever date is later. This delegation shall be effective until June 30, 2026, or until revoked by the delegation official, whichever date is sooner.
3. The authority delegated is not subject to sub-delegation without approval by the Board.
4. It is understood by the Board that this delegation does not relieve it of the responsibility to ensure the overall management and supervision of the Voluntary Prekindergarten Program, and Orange County may be liable for repayment of funds received and that Orange County may be subject to disqualification of the contract with the State of Florida for participation in the Florida Voluntary Prekindergarten Program.

**ORANGE COUNTY, FLORIDA  
By: Board of County Commissioners**

By: \_\_\_\_\_  
Jerry L. Demings  
Orange County Mayor

\_\_\_\_\_  
Date

**ATTEST:** Phil Diamond, County Comptroller  
As Clerk of the Board of County Commissioners

By: \_\_\_\_\_

Acknowledge and agreed:

By: Venerria L. Thomas  
Venerria L. Thomas, Director of the Orange County  
Community and Family Services Department

5/20/25  
Date