



Tom Grady, *Chair*
Ben Gibson, *Vice Chair*
Members
Monesia Brown
Esther Byrd
Grazie Pozo Christie
Ryan Petty
Joe York

MEMORANDUM

TO: School District Superintendents
School District Career and Technical Education Directors
School District Adult Education Directors
Florida College System Presidents
Florida College System Workforce Administrators
Florida College System Adult Education Directors

FROM: Kevin O'Farrell, Ph.D.

DATE: February 7, 2023

SUBJECT: 2023-24 Annual Risk Matrix Survey

The Division's Quality Assurance and Compliance (QAC) section is completing its annual Risk Matrix. This is the unique way they select providers for monitoring every year. The Risk Assessment system uses multiple metrics to calculate the provider's overall risk score. These are the following metrics that will be utilized for the 2023-24 Risk Matrix: Adult Education (AE) Program Improvement Plan, change in Management Information System (MIS), last monitoring review, number of grants, the total budget of all Perkins V or WIOA grants combined, number of grant funds remaining, Florida Auditor General Audit/monitoring findings, and change in director.

A survey is being conducted to determine if the Career Technical Education (CTE) or AE director responsible for the 2021-22 and 2022-23 grants has changed.

Change in director survey link: <https://forms.office.com/r/gNN8EK3rcG>

A survey is being conducted to determine if your organization has had any changes in MIS used to collect and transmit required data formats to the Florida Department of Education.

Change in MIS survey link: <https://forms.office.com/r/JCjZFZjx6w>

Please take a few minutes to respond to both survey questions by ***March 31, 2023***. Providers who do not respond by the survey date as requested will be given the ***maximum score*** on the annual risk assessment. **This score will directly impact your agency's likelihood of selection for a monitoring visit.**

If you have questions regarding the Risk Matrix survey, contact the Director of Quality Assurance and Compliance, Kara Kearce, at Kara.Kearce@fldoe.org.

KO/kk

Kevin O'Farrell, Ph.D.

Chancellor of Career and Adult Education

www.fldoe.org