



FLORIDA DEPARTMENT OF EDUCATION

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September 16, 2003

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TO: District Superintendents

FROM: Melinda Crowley

RE: NCLB:Enhancing Education Through Technology (EETT) Grant Program
Entitlement Funding [Title II, Part D of the Elementary and Secondary
Education Act]

Additional 2003-04 EETT entitlement funding has been authorized for distribution to eligible school districts. Official award notices (DOE200 Forms) have been issued to school districts that have submitted formal 2002-03 roll forward requests. These notifications establish the "Terms and Special Conditions" for EETT entitlement projects, they establish the official project and budget periods, and they record the new 2003-04 EETT district allocations (see "Current Authorized Budget"). In addition, they provide estimated 2002-03 roll forward amounts. A total project amount is also indicated on the form, but it is important to understand that this total is based on an estimated roll forward figure and does not necessarily reflect the total amount of funding that will eventually be available to a district. Guidance issued with these new award notifications indicate that districts are not authorized to expend 2002-03 roll forward funding until the DOE Comptroller's Office has certified funding forward. If you or staff in your district need assistance concerning the roll forward certification process, please contact the DOE Comptroller's Office directly at (850) 245-0401. As with all federal grant programs, it is essential to address fiscal expenditure reporting requirements in a complete, accurate, and timely manner.

We anticipate having detailed guidance concerning submission of revised project narrative material posted on the Office of Educational Technology (OET) website <http://www.doe.flm.edu/edtech/it/eett/index.html> within the next several days. Revised narrative information requirements will follow a format similar to the original 2002-03 EETT Part I entitlement application. **The due date for submission of a new project budget and revised narrative material is October 23, 2003.** Appropriate forms and supplemental guidance concerning preparation of a new project budget will also be posted on the OET website. Special guidance for districts that did not submit a formal request to roll forward 2002-03 funds will also be posted as well.

If you or staff in your district have questions or need special assistance concerning program participation requirements, technical assistance options, or project reporting expectations please contact Charles Proctor at: 850/245-0514, SC 205-0514, email: Charles.Proctor@fldoe.org.

MC/cp