

FLORIDA DEPARTMENT OF EDUCATION



STATE BOARD OF EDUCATION

GARY CHARTRAND, *Chair*

JOHN R. PADGET, *Vice Chair*

Members

ADA G. ARMAS, M.D.

JOHN A. COLÓN

MARVA JOHNSON

REBECCA FISHMAN LIPSEY


ANDY TUCK

Pam Stewart
Commissioner of Education

Rod Duckworth
Career and Adult Education

MEMORANDUM

TO: Eligible Providers of Juvenile Justice Education Programs – Enrollment in Career and Technical Education Courses pursuant to the 2013-2014 Juvenile Justice Education Program

FROM: Rod Duckworth 

DATE: May 8, 2014

SUBJECT: **Retrieval of Funds Awarded in State Appropriation Line 103 for Juvenile Justice Education**

This memo will delineate the necessary steps you will need to take in order to receive payment in full for funds awarded in State Appropriation Line 103 for Juvenile Justice Education. These funds were used to support expenditures related to equipment, specially designed curricula, and industry credentialing testing fees, for students enrolled in career and technical education courses that lead to occupational completion points and/or industry recognized certifications.

To procure your funds, you must submit an invoice to the Florida Department of Education (FDOE) on your school district letterhead. This invoice must be received by the FDOE no later than August 20, 2014. A sample invoice may be found on our website at <http://www.fldoe.org/workforce/juvenilejustice.asp>.

Mail the invoice to:

Florida Department of Education
ATTN: Ed Radigan
325 West Gaines Street, Room 730
Tallahassee, FL 32399

If you have any questions or need assistance, please contact Ed Radigan at 850-245-9485 or via email at ed.radigan@fldoe.org.

ER/pr