

CTE Audit Template Update

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Dear Colleagues:

The Florida Department of Education is modifying our data collection plan for programs that did not meet market demand that fall under track A in the CTE audit. Please be advised the department is no longer requiring that institutions complete additional templates for track A programs.

As originally conceived for the CTE audit, after districts/institutions submitted their Labor Market Alignment Detailed Documentation Excel spreadsheet for their Perkins V application, agencies would upload their detailed local labor market documentation that substantiated responses in the spreadsheet. In addition to the methods approved for Perkins V, the district/college would be able to submit any other valid and reliable documentation for the program's labor market demand.

In light of the current environment, the department has modified our review process. For track A programs, the only action required is the completion of the Perkins V application and its sub-parts, including the Labor Market Alignment Detailed Documentation Excel spreadsheet. Districts/institutions are responsible for identifying what programs are assigned to track A and track B based on the guidance below:

Track A- if a program is being offered in the 2020-2021 year, each district/institution is required to complete a labor market alignment review as part of the comprehensive local needs assessment (CLNA) for Perkins V

Track B- For all other programs, including baccalaureates, districts/institutions are required to complete the Market Demand Template

Again, the department will not require districts/institutions to upload additional documentation for track A programs. Completion of the Labor Market Alignment Detailed Documentation Excel spreadsheet is sufficient to meet audit requirements for Track A.

The Labor Market Alignment Excel documents will be released with the Secondary and Postsecondary Perkins V Requests of Application (date of release is still to be determined). For planning purposes, draft templates of the labor market files are posted here: <http://fldoe.org/academics/career-adult-edu/Perkins/clna.stml> (see CLNA Labor market templates for secondary and postsecondary under the header "Labor Market Alignment Templates and Resources."). Submission information will be included in the Perkins RFA.

In summary, the following documents should be submitted by June 30, 2020.

1. *Program Status Template* for programs that did not demonstrate institutional performance or had insufficient data
2. CLNA – Labor Market Alignment Template will be submitted by Agencies with their Perkins application
3. *Market Status B Template* for programs that were not going through the Perkins CLNA Labor Market review

Please visit <http://www.fldoe.org/careerpathways/> for additional information. Should you have questions, please email CTEAudit@fldoe.org.