

# FLORIDA DEPARTMENT OF EDUCATION



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Division of Career and Adult Education



July 13, 2009

## MEMORANDUM

**TO:** Eligible Recipients of Section 131 (Secondary) and Section 132 (Postsecondary) Perkins IV Federal Career and Technical Education Funds Authorized by Public Law 109-270

**FROM:** Loretta Costin, *Loretta Costin* Vice Chancellor, Division of Career and Adult Education

**SUBJECT:** **Career and Technical Student Organization (CTSO) Technical Skill Competition Expenditures**

The U.S. Department of Education Office of Vocational and Adult Education (OVAE) recently issued non-regulatory guidance related to the implementation of the Carl D. Perkins Career and Technical Education Act of 2006 (Perkins IV). Our Division has received inquiries related to the use of Perkins IV federal funds to pay travel costs for students to attend CTSO conventions (Refer to D.26 on page 12 of the attached OVAE guidance document.). Upon extensive review of this matter, the following policy should be followed when determining appropriate expenditures related to CTSO student travel to technical skill competitions which may or may not be held at the same time as, or in conjunction with, leadership conferences or conventions.

The Division of Career and Adult Education recognizes that:

1. CTSO technical skill competitions are an integral part of career and technical education instructional programs;
2. CTSO technical skill competitions are not social or recreational events;
3. Instructional programs take place in schools and out in the field;
4. Technical skill competitions, as a part of the instructional program may be field work/laboratory work thus, may occur off school premises; therefore,
5. All reasonable costs related to student participation in CTSO technical skill competitions and necessary to carry-out the CTE instructional program, may be deemed allowable.

LORETTA COSTIN, VICE CHANCELLOR FOR CAREER AND ADULT EDUCATION

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Please be reminded of the state's guidelines relating to the purchase of food:

- The Florida Department of Financial Services (DFS) *Reference Guide for State Expenditures* at [http://www.myfloridacfo.com/aadir/reference\\_guide/reference\\_guide.htm#travel](http://www.myfloridacfo.com/aadir/reference_guide/reference_guide.htm#travel) specifies that food purchases for a conference or convention or in connection with the rental of a meeting room for agency workshops or meetings are prohibited unless expressly provided by law.
- 1001.43 (2)(g), Florida Statutes, permits district school boards to develop policies relating to use of federal funds to purchase food when federal program guidelines permit this use of funds; therefore, school boards can set parameters relating to usage of funds for these purposes.

If you have any questions, please contact Darl Walker at 850-245-9020 or via e-mail at [darl.walker@fldoe.org](mailto:darl.walker@fldoe.org)

Thank you.

LC/kt

Attachments:

1. United States Department of Education Non-Regulatory Guidance
2. 34 CFR Ch. IV (7-1-07 Edition)