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August 25, 2009

MEMORANDUM

TO: Career and Technical Education Directors
Technical Center Directors
Florida College Occupational Deans

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

SUBJECT: Professional Development Institute Mini-Grant opportunities

The Division of Career and Adult Education Professional Development Institute provides “mini-grant” opportunities to assist secondary, technical center, and Florida college career and technical education (CTE) teachers in achieving industry certification. These mini-grants can be used to receive training through public or private providers in the State of Florida that offer training leading directly to industry certification. I hope you will take advantage of this opportunity.

The Professional Development Institute is administered by Central Florida Community College. The application package can be obtained through the Central Florida Community College Web site at www.cf.edu/departments/instruction/workforce/perkins, or through the Florida Association for Career and Technical Educators (FACTE) at www.facte.org (click on Professional Development on the home page. A list of the state-approved certifications is also provided at the Web site.

This opportunity ends on June 30, 2010. Applications will be accepted through May 22, 2010.

For further information about possible training sites and opportunities, contact Brian Voge, project coordinator, at vogeb@cf.edu or call 352-854-2322, ext. 1669.

LC/sk/er

LORETTA COSTIN, VICE CHANCELLOR FOR CAREER AND ADULT EDUCATION