



Linking Industry to Nursing Education (LINE) Fund

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FLORIDA DEPARTMENT OF
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Webinar Logistics

Participants will be on mute for the duration of the webinar.

Materials from today's webinar can be found in the chat area:

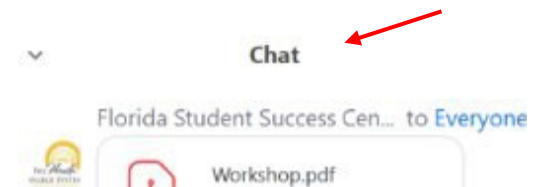
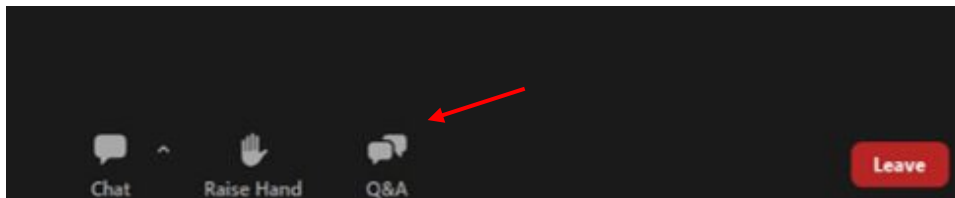
- Today's presentation
- 2025-2026 Request for Proposal
- Notice of Intent-to-Apply Form

How to submit questions:

- To submit questions during the webinar, please utilize the chat function. During the Q&A portion of the webinar, questions from the chat will be addressed if possible.

How to ask a question:

- During the Q&A portion of the webinar, please type all questions in the chat.



Agenda

- Overview of LINE Fund provisions from section 1009.8962, Florida Statutes (F.S.) & Rule 6A-10.0352, Florida Administrative Code (F.A.C.)
- 2025-26 Request for Proposal (RFP)
- Required forms
- Questions
- Next Steps

Senate Bill 2524

- In 2022, Senate Bill (SB) 2524 created section 1009.8962, F.S., to establish the Linking Industry to Nursing Education (LINE) Fund to incentivize collaboration between nursing education programs and health care partners.
- This competitive grant program provides matching funds, on a dollar-to-dollar basis, to participating institutions that partner with a health care provider.

Purpose

- The LINE Fund was established to combat the growing nursing shortage in the state by providing funds to postsecondary nursing programs to:
 - Recruit faculty and clinical preceptors;
 - Increase capacity of high-quality nursing education programs; and
 - Increase the number of nursing education program graduates who are prepared to enter the workforce.
- The 2025 Legislature provided up to \$24 million for the LINE Fund.
- In addition, \$20.5 million was reappropriated/reverted from previous years for a total of \$44.5 million in available LINE funds for the 2025-26 FY.

Rule 6A-10.0352, F.A.C., LINE Fund

- Rule 6A-10.0352, F.A.C., which sets forth the requirements of the LINE Fund, was initially approved by the State Board of Education in August 2022. Rule amendments were subsequently approved in August 2023 and June 2024. The rule includes definitions, proposal criteria, review process, disbursements, and reporting requirements.
- This year, Rule 6A-10.0352, F.A.C., was amended to incorporate the changes set forth in HB 1255 (2025). The amendment will expand the eligibility for the LINE fund to allow those institutions outlined in s. 1009.521, F.S., to utilize the grant.
- Rule 6A-10.0352, F.A.C., can be viewed here:
www.flrules.org/gateway/ruleNo.asp?id=6A-10.0352



Request for Proposal (RFP)

Eligible Applicants

- Florida College System institutions under s. 1000.21(3), F.S.
- School district postsecondary technical career centers under s. 1001.44, F.S.
- Charter technical career centers under s. 1002.34, F.S.
- Independent nonprofit colleges or universities located and chartered in this state and accredited by an agency or association that is recognized by the database created and maintained by the United States Department of Education to grant baccalaureate degree

Eligibility questions will not be answered during the Q&A portion of this webinar. Please send those to LINE_Fund@fldoe.org

Eligible Applicants Continued

- All eligible applicants must meet performance metrics set forth in s. 1009.8962, F.S.
 - For a CNA program, data supporting a completion rate of at least 70 percent for the prior year.
 - For an LPN, A.S. in nursing, and B.S. in nursing program, data supporting a first-time passage rate on the National Council of State Boards of Nursing Licensing Examination (NCLEX) of at least 75 percent for the prior year based on a minimum of 10 testing participants.
 - SB 7016 (2024) amended s. 1009.8962, F.S., to expand the requirements for the LINE fund so that eligible postsecondary institutions licensed by the Commission for Independent Education (CIE) may utilize the funds.

Eligible Applicants Continued

- Applicants with more than one program type are not required to have met performance metrics for every active program if at least one program meets the statutory requirement.
- School districts with more than one postsecondary technical center are not required to meet performance metrics for all operating postsecondary technical centers in order to apply; however, awarded funds may only be spent at the postsecondary technical centers that meet performance metrics.
- New programs that have not been active long enough to calculate performance on the metrics may not be used for eligibility determinations.

Method of Review

- Each proposal meeting the conditions for acceptance is reviewed and scored by at least three qualified educational professionals.
- The Florida Department of Education (FDOE) staff will review proposals for compliance with the programmatic and fiscal policies of the project.
- The Program Office will rank the proposals in order from highest to lowest score. FDOE retains the discretion to select qualified applicants notwithstanding rank order.
- In addition, fiscal information will be reviewed by the Bureau of Contracts, Grants and Procurement, and the Office of Grants Management staff.

Scoring Criteria

- Each prompt in the narrative section has an assigned points value.
- Within each narrative component are “Criteria.” These are the bulleted, italicized statements used by proposal reviewers to assess and score each narrative component.
 - Example: The goals are specific, realistic, and consistent with measurable objectives and outcomes.
- The standard scoring “Criteria” are based on a 100-point scale, with a minimum score of 70 points required for a proposal to be considered eligible for funding.

Health Care Partner(s)

- Applicants must identify a health care partner whose monetary contributions will be matched by the LINE fund on a dollar-to-dollar basis.
- “Health care partner” means a health care provider as defined in s. 768.38(2), F.S., must be located and licensed to operate in the state, and make a monetary contribution to the postsecondary institution.
- Applicants are allowed to have more than one health care partner when applying for the LINE Fund.
- If an applicant has more than one health care partner, the applicant should submit one application that includes all health care partners with the total funds contributed.

Health Care Partner Contribution

- Applicants are not required to have received the health care partner's contribution at the time of proposal submission.
- If the contribution has not yet been received, a pledge, signed by the health care partner, is required with the proposal materials.
- Applicants who have not received the health care partner's contribution may be chosen to receive LINE Funds; however, funds will not be dispersed to the applicant until documentation is submitted to the FDOE showing the receipt of the health care partner's contribution.

Budget/Program Performance Period

- July 1, 2025, through June 30, 2026
- If the health care partner's contribution was received by the institution on or after July 1, 2025, and the contribution was spent on, or has been appropriated for, an “eligible purpose,” as defined in Rule 6A-10.0352, then it can be included in the agency's proposal.

Allowable Expenses

- Program funds from the state grant must be solely used for:
 - Funding scholarships to students who are residents of this state, as determined under s. 1009.21, F.S.;
 - Recruiting additional faculty;
 - Purchasing equipment; and
 - Supporting simulation centers to advance high-quality nursing education programs throughout the state.
- Administrative services for program/grant management, personnel consulting, and associated services, as well access to technology, resources, and facilities is allowable. All administrative costs must be associated with the management of the LINE Fund and may not exceed five percent of the applicant's total award.

Unallowable Expenses

- Program funds may **not** be used for the construction of new buildings.
- Other unallowable expenses include, but are not limited to:
 - Proposal preparation including the costs to develop, prepare or write the proposal
 - Entertainment
 - Meals, refreshments or snacks
 - End-of-year celebrations, parties or socials
 - Out-of-state travel without FDOE pre-approval
 - Incentives (e.g., plaques, trophies, stickers, t-shirts, give-a-ways)
 - Advertisement
 - Promotional or marketing items (e.g., flags, banners)
 - Purchase of facilities or vehicles (e.g., buildings, buses, vans, cars)
 - Furniture
 - Capital improvements and permanent renovations (e.g., playgrounds, buildings, fences, wiring)

Equipment Purchases

- Any equipment purchased under this program must follow the Uniform Grants Guidance or the Reference Guide for State Expenditures. These can be found here:

<https://www.fldoe.org/finance/contracts-grants-procurement/grants-management/>

And here:

https://www.myfloridacfo.com/docs-sf/accounting-and-auditing-libraries/manuals/agencies/reference-guide-for-state-expenditures.pdf?sfvrsn=b4cc3337_17

- Any equipment purchases not listed on the original budget approved by the Florida Department of Education require an amendment submission and approval prior to purchase by the agency awarded the funding.

Funding Method

Public Institutions

- The funding method for public institutions is "quarterly advance."
- In accordance with s. 1009.8962, F.S., FDOE will release funds to agencies on a dollar-for-dollar basis, upon receipt of documentation of the health care partner providing the cash contribution to the agency.
- Public institutions will show how they expended their state-awarded funds in their quarterly reports.

Funding Method

Private Institutions: Advanced Payment

- Upon receipt of the Project Award Notification, up to 25% of the total award may be advanced for the first payment period.
- To receive subsequent payments, at least 90% of the amount advanced must be expended and reported on the DOE 399 form, supported by appropriate documents. These include but are not limited to deliverables as stated in the approved project, proof of deliverables, activity summary reports, copies of invoices, timesheets, and receipts.

Performance Reporting

- Institutions will be required to submit reports to FDOE on a quarterly basis. This report is to show how the institution has spent both state-awarded and health care partner funds during the previous quarter.
- No later than thirty (30) days before the submission deadline, the FDOE will release guidelines for institutions to transmit an electronic file to meet this requirement.
- Additionally, institutions will have to submit an annual report in February 2026. A template will be provided for this report.



Required Forms

Overview of Required Forms

Pre-Proposal

Due October 6

Notice of Intent-to-Apply (NOI)

Proposal Submission

November 5 through
November 21, 2025, at
11:59 p.m. (EDT)

1. DOE 100A, Project Application – with authorized signature
2. Proposal Narrative Section
3. DOE 101S, Budget Narrative
4. Health Care Partner Certification Form
5. Project Performance Accountability Form
6. Documentation of health care partner's contribution

Proposal Submission Process

- Institutions must submit a NOI to LINE_Fund@fldoe.org
- Applicants must submit all documents to the FDOE ShareFile. Institutions will be granted access to the ShareFile after submitting a NOI.
- Details for completing and submitting each required document, including naming conventions, are outlined in the RFP.
- Word versions of each required form can be found on the LINE Fund website: www.fldoe.org/academics/career-adult-edu/funding-opportunities/linefund

Required Forms for Proposal Submission

For consideration of a LINE Fund allocation, the proposal must submit the following documents:

- Proposal Review Criteria and Checklist (*Informational Only*) (Attachment A)
- Data to Determine Program Eligibility (Attachment B)
- Notice of Intent-to-Apply Form (Attachment C)
- DOE 100A, Project Application Form (signed by the agency head or other authorized person) (Attachment D)-includes Narrative Components.
- DOE101S, Budget Narrative (Attachment E)
- Health Care Partner Certification Form (Attachment F)
- Performance Accountability Form (Attachment G)

Notice of Intent-to-Apply (NOI)

- For consideration for the LINE Fund, a Notice of Intent-to-Apply form must be completed and signed by an authorized agency official.
- In the NOI form, applicants are required to:
 - Identify the institution's health care partner(s); and
 - Provide evidence of eligibility based on the performance metrics requirements outlined in s. 1009.8962, F.S.
 - Attachment B of the RFP serves as a data resource to determine LINE Fund eligibility.
 - Agencies wishing to provide alternative data to justify eligibility may do so when submitting the Notice of Intent-to-Apply.
- Agencies must submit NOI to LINE_Fund@fldoe.org by October 6, 2025, at 11:59 p.m. (EST).

Narrative Components

(Contained in Attachment D)

- Following the instructions within each narrative component, complete the application using the same sequence presented in this narrative section.
- Before inserting any text or information into the Application Narrative Section, forms and charts, save the pages/charts in Word on your computer.
- Responses should be **brief, clear and concise**.
- The maximum page limit for the Narrative Components (1-5) is twenty (20) pages. This does not include any required forms and/or other specified information.

Narrative Section Component Grading (Contained in Attachment D)

1. Project Abstract – Fixed Requirement -0 points
2. Needs Assessment – 30 points
3. Scope of Work/Project Design and Implementation- 30 points
4. Management Plan or Qualifications- 20 points
5. Project Budget, DOE 101S- 20 points

More information on each of these can be found in the application.

DOE101S, Budget Narrative- Attachment E

- Applicants must provide one DOE 101S, Budget Narrative Form, Account Title and Narrative (Excel).
- All funds being requested by the agency must be included on this form.
 - Function Codes – only required for school districts.
 - Object Code – only one should be used per line item.
- The DOE101S should only include the state-matching funds the agency is requesting. **Do not include the health care partner's monetary contribution.**
- Attachment E in the RFP provides an example DOE 101S form.

Health Care Partner Certification Form- Attachment F

- To apply for the LINE Fund, this certification form must be completed and signed by an authorized official of the health care partner and included in the application.
- If an applicant has more than one health care partner, the applicant should submit this form for each health care partner.

Documentation of health care partner's contribution

- Documentation **must indicate the cash amount** the health care partner plans to contribute (“pledged”) or has contributed (“fulfilled”).
- If the contribution has been pledged but not been fulfilled at the time of proposal, acceptable documentation includes:
 - Scope of work, copies of irrevocable pledge letters, or letters of intent; the documentation must indicate the timeline for the fulfillment of the contribution.
- If the contribution has been pledged and fulfilled at the time of proposal, acceptable documentation includes:
 - Financial statements, bank statements, budget reports, or bank letters that show the cash transaction(s).

Project Performance Accountability Form- Attachment G

- Applicant must submit a Project Performance Accountability Form (PPAF) at the time of proposal submission.
- FDOE pre-populated the information in the LINE Fund PPAF, located in Attachment G of the RFP.
- When including it in their submission, applicants should not make any changes to the PPAF beside adding required information.

Key Deadlines

- **September 30, 2025, at 11:59 p.m. (EST) –**

For questions received by September 30, 2025, FDOE will post written responses on the LINE Fund webpage so they are available to all agencies.

Questions may be submitted to
LINE_Fund@fldoe.org.

Key Deadlines

- **Monday, October 6, 2025, at 11:59 p.m. (EST)** – Deadline to submit **Notice of Intent-to-Apply**.
 - A Notice of Intent-to-Apply form must be completed and signed by an authorized agency official and submitted to LINE_Fund@fldoe.org.
 - A Notice of Intent-to-Apply form must be submitted by the deadline in order to submit a proposal.
- **Wednesday November 5, 2025, through Friday November 21, 2025, at 11:59 p.m. (EST)** – Deadline to submit completed proposal.
 - A completed proposal must be submitted via the FDOE ShareFile. Agencies will be granted access to the ShareFile after submitting a Notice of Intent-to-Apply.



Questions



Next Steps

Next Steps

- Agencies may submit questions at any time by emailing LINE_Fund@fldoe.org.
- For questions received by **September 30, 2025**, FDOE will post written responses on the LINE Fund webpage FAQ form (updated weekly) so they are available to all agencies.
- **October 6, 2025, at 11:59 p.m. (EST)** – Deadline to submit completed NOI. Applicants that do not submit a NOI by this deadline will not be considered. Please send NOIs to LINE_Fund@fldoe.org.

Next Steps

- **November 5, 2025, through November 21, 2025, at 11:59 p.m. (EST)** – Final deadline to submit a completed proposal to be considered for a LINE Fund allocation.
 - Institutions that do not submit a proposal by November 21, 2025 will not be considered.
 - Please submit applications via ShareFile.

FDOE Contact

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**Please submit all questions regarding the LINE Fund
to LINE_Fund@fldoe.org.**

Resources

- LINE Fund website
 - www.fldoe.org/academics/career-adult-edu/funding-opportunities/linefund
- Rule 6A-10.0352, F.A.C.
 - www.flrules.org/gateway/ruleNo.asp?id=6A-10.0352