



**JIMMY PATRONIS**  
**FLORIDA'S CHIEF FINANCIAL OFFICER**

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**State Projects Compliance Supplement**

**CSFA Fiscal Year 2022-2023**

**CSFA Number:** 48.061

**State Project Title:** SCHOOL DISTRICT MATCHING GRANTS PROGRAM

**Agency:** Department of Education and Commissioner of Education

**Program Objectives:** The primary purpose of the matching fund project is to provide challenge grants to Florida public school district education foundations for programs that serve low-performing students; provide technical career education; literacy initiatives; Science, Technology, Engineering, and Mathematics (STEM) education initiatives; and promote increased teacher quality and/or increased graduation rates. The overarching goal of the project will be to target local education foundation efforts toward initiatives that will ultimately raise student achievement.

**Program Procedures:** In response to the Request for Application, the Consortium of Florida Education Foundations (CFEF) must submit its detailed proposal, budget summary form and Project Performance Accountability Form to the department for approval. Funds will be paid on a 60/40 percent basis. The first 60% will be released on an advanced basis at the beginning of the first quarter. The remaining 40% will be released in the third quarter after receipt and approval of the documentation that substantiates evidence of the completion of the deliverables scheduled for quarters one and two.

**Compliance Requirement:**

**Activities Allowed:** Allowed activities will be limited to those outlined in the project narrative in the Project Award Notification (DOE 200) and align with the primary purpose of the program.

**Allowable Costs:** Program funds must be used solely for activities that directly support the accomplishment of the program purpose, priorities and expected outcomes during the program period. All expenditures must be consistent with the approved application, as well as applicable state and federal laws, regulations and guidance. Allowable expenditures may include costs associated with employing appropriate staff for administering the project, office materials and supplies and other relevant costs associated with the administration of the project, including meeting room rentals, consultant fees, printing, etc.

**Cash Management:** Funds available in the first quarter will be provided on an advanced basis. Remaining funds will be provided in the third quarter after acceptable proof of the completion of the deliverables scheduled for the first and second quarters.

**Eligibility:** Matching grant funds may be distributed to Florida Local Education Foundations (LEFs) that submit an application packet to the CFEF consisting of: a project abstract; a project summary; a description of the need; the goals and objectives; a project timeline; an evaluation plan; a detailed project outcome measurement plan; a budget narrative; a signed form certifying private cash received for the match; confirmation that the foundation is the designated school district K-12 local education foundation; and a copy of their most recent financial audit or other evidence of appropriate financial oversight.

<b>Equipment / Real Property Management:</b>	N/A
<b>Matching:</b>	Certification of cash match funds received by LEFs must be submitted to the Florida Department of Education before funds can be released. Eligible private cash match dollars include donations, contributions, grants and sponsorships from business, individuals, foundations and civics or parent organizations. Contributions facilitated by government entities such as voluntary employee payroll deduction contributions and revenue from the Florida Education license plate are match eligible if determination can be made that the originating source(s) of the funds are private (non-tax) contributions or goods or services are not match-eligible. In-kind contributions shall not be considered for matching purposes.
<b>Period of Availability:</b>	July 1 - June 30 of each State Fiscal Year
<b>Reporting:</b>	The recipient will report on a quarterly basis to track its progress during each quarter.
<b>Subrecipient Monitoring:</b>	LEFs application submission will identify the area(s) of impact their project will have in their district and how their project supports a district priority area. Applicants will be required to provide a baseline number that they are trying to impact, and then report on change to that number in their final reports. Applicants will be required to indicate how they will collect and measure metrics that indicate success in their area of impact, including: State standardized testing; graduation rate of impacted population; and surveys of impacted populations. The CFEF reviews outcomes from individual final reports, comparing them to initial baseline and expectations of the project. If project outcomes are not as a sub-grantee expected, they are asked to indicate why and what they would do differently to ensure success of the project. If sub-grantees continue to request funding for projects that historically haven't met expectations, the CFEF will step in and suggest ways the project can be revised and/or suggest alternative projects to support.
<b>Special Tests Provisions:</b>	Review CFEF records to ensure LEFs have provided certifications of matching funds and CFEF has released funds consistent with section F of this document. Review CFEF records to ensure that it has obtained LEF application consistent with section D of this document

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