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**MEMORANDUM**

**TO:** District School Superintendents  
Florida College System Presidents

**FROM:** Kevin O’Farrell, Ph.D.

**DATE:** June 4, 2024

**SUBJECT:** **Concept Proposals for the 2024-25 Workforce Development Capitalization Incentive Grant**

The Department of Education is announcing the opening of concept proposal submissions for the 2024-25 Workforce Development Capitalization Incentive (CAP) Grant. The funds for this grant are appropriated in House Bill 5001, General Appropriations Act (GAA) (specific appropriation 120 – Aid to Local Governments – Grants and Aid) to implement the Workforce Development Capitalization Incentive Grant pursuant to section 1011.801, Florida Statutes. The 2024 GAA, provides \$100 million in funding to provide grants to school districts and Florida College System institutions to fund some or all of the costs associated with the creation or expansion of career and technical education programs that lead to industry certifications included on the CAPE Industry Certification Funding List. Eligible career and technical education (CTE) programs include grades 9-12 CTE career education or technology education programs as well as career dual enrollment programs. All programs funded must serve secondary students and be aligned with an industry certification on the preliminary 2024-25 CAPE Industry Certification Funding List. Awards are contingent upon final approval of the GAA.

For additional information on this opportunity visit [www.fldoe.org/capgrant](http://www.fldoe.org/capgrant). A webinar will be hosted to provide information on how to complete and submit a concept proposal for consideration. The table below provides the details for registration.

Date and Time	Registration and Webinar Access
June 12, 2024 10:00 AM	Link to Register: <a href="https://attendee.gotowebinar.com/register/7300947863496876640">https://attendee.gotowebinar.com/register/7300947863496876640</a>

After registering, you will receive a confirmation email containing information about joining the webinar.

Kevin O’Farrell, Ph. D.  
Chancellor of Career and Adult Education

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We look forward to identifying projects that will move the agency toward the goal of providing the highest quality career preparation opportunities for secondary students in Florida.

If you have any questions, please contact the CAP Grant Manager, Dr. Claudia Campagnola, at [capgrant@fldoe.org](mailto:capgrant@fldoe.org).

KO/KH/tg/cc

#### Attachments

Cc: District Career and Technical Education Directors  
District Technical College Directors  
Florida College System Workforce Administrators  
School District Finance Officers  
Adam Miller, Senior Chancellor  
Kimberly Richey, Senior Chancellor  
Kathryn Hebda, Chancellor, Division of Florida Colleges  
Paul O. Burns, Chancellor, Division of Public Schools  
Suzanne Pridgeon, Deputy Commissioner, Finance and Operations