



### **Statewide Email**

**DATE SENT:** 04/02/2020

**FROM:** Chancellor Henry Mack, Career and Adult Education

**TO:** FCS Presidents and School District Superintendents

**Via:** [Henry.Mack@fldoe.org](mailto:Henry.Mack@fldoe.org)

**SUBJECT:** Adult Education Performance Waiver and Waiver Form

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This email concerns your adult education programs/services. Yesterday afternoon, the following email was sent to your respective adult education director. The email permits your institution/district to apply for a waiver re: your fiscal to performance obligations associated with your respective adult education enrollment targets. The waiver would also allow you to immediately access the balance of your WIOA adult education funds without consequence. The Department is taking this action in view of freeing up as much cash as possible to support your institution/district remote instructional continuity plan for adult education.

If you need to make amendments to your budget, or have questions about the balance of your WIOA funds, or just how your WIOA funds can be used to support remote/distance education, please do not hesitate to contact us.

Henry Mack

Attachment

**Florida Department of Education  
Division of Career and Adult Education**

**Adult Education Project Fiscal to Performance Waiver Request Form  
2018-19 and 2019-20 Enrollment Targets for  
Workforce Innovation and Opportunity Act (WIOA) – Title II Grants**

**AGENCY INFORMATION**

<b>Agency Name</b>	
<b>Agency Project Number:</b>	
<b>Form Submitted by:</b>	
<b>Contact Phone</b>	
<b>Contact Email</b>	

**WAIVER REQUEST**

*Place an "X" in the box next to the year for which a waiver of your enrollment target is requested.*

<b>2018-19 Waiver Requested</b>	<input type="checkbox"/>
<b>2019-20 Waiver Requested</b>	<input type="checkbox"/>

**NARRATIVE FOR LOCAL PLANS TO ADDRESS IMPACTS OF COVID-19 USING 2019-20 FUNDS**

*Please attach your remote instructional continuity plan specific for adult education. It should include a brief discussion of just how these funds will serve the current needs of your adult education students in response to the COVID-19 emergency and moving forward. Your narrative should include but need not be limited to the following:*

- *Description of your alternate delivery models specific for adult education, including a statement about services to adult students with disabilities.*
- *Brief description of how your remote instruction plan permits the attainment of those key curricular framework and established performance aims of the adult basic education, adult high school, English for speakers of other languages, and/or GED programs, respectively.*
- *Brief description of how your institution is helping adult education students access and/or become familiar with synchronous or asynchronous remote/online coursework.*

*Do not enter any information below this line.*

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**For DOE use only**

**Request Approved by:** \_\_\_\_\_

**Request Approval Date:** \_\_\_\_\_