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MEMORANDUM

TO: District School Finance Officers
District Charter School Contacts
Charter School Administrators

FROM: Suzanne Pridgeon

DATE: July 19, 2024

SUBJECT: **Distribution of Charter School Capital Outlay Funds for 2024-25 Fiscal Year**

[Section 1013.62, Florida Statutes \(F.S.\)](#), establishes eligibility criteria for charter school capital outlay funding, specifies the purposes for which charter school capital outlay funds may be expended, and directs the Commissioner of Education (commissioner) to establish procedures for the submission and approval of charter school capital outlay plans. Attached are two lists, one of current eligibility criteria and the other of authorized uses of charter school capital outlay funds.

Charter school capital outlay plans must be submitted to the Florida Department of Education (department) online by July 26, 2024, and each sponsoring district must review and recommend its charter schools' plans by August 7, 2024. The commissioner will make the final determination of eligibility following receipt of capital outlay plans and district recommendations. The online application allows sponsoring districts to view a charter school's plan, certify a school has sponsor approval to operate for the upcoming school year, and verify a school operating in a facility not provided by the sponsor. All sponsor comments will be considered by the commissioner in determining a school's eligibility. Should additional information become known during the 2024-25 fiscal year that may affect a charter school's eligibility, the affected district and charter school are required to forward such information to the commissioner.

Each charter school is required to submit its capital outlay plan online at <https://portal.fldoesso.org/PORTAL/Sign-on/SSO-Home.aspx/>. Please use your district assigned Single Sign-On (SSO) login credentials to access the Charter School Portal. Contact the district or IENHELP@fldoe.org for assistance.

Specific appropriation 15 of Chapter 2024-231, Laws of Florida (2024 General Appropriations Act), provides \$230,810,199 in charter school capital outlay funding. Charter school capital outlay funding for the 2024-25 fiscal year will consist of state funds only.

Charter school sponsors will receive two distributions in August 2024 and a monthly distribution thereafter. Monthly distributions are made via electronic fund transfers occurring on the fourth Thursday of each month, except for November, when the distribution will be on the fourth Wednesday.

Suzanne Pridgeon
Deputy Commissioner, Finance and Operations

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Distributions will vary, as allocations are recalculated during the fiscal year to reflect revised student enrollment data and charter school eligibility. Sponsoring school districts must distribute the funds to charter schools within 10 working days of receipt, pursuant to [s. 1002.33\(17\)\(e\), F.S.](#)

If a charter school is not renewed or is terminated, the school shall be dissolved under provisions of the law under which it was organized. Any unencumbered public funds from the charter school, except for capital outlay funds and federal Charter School Program (CSP) grant funds, shall revert to the sponsor. Capital outlay funds provided pursuant to [s. 1013.62, F.S.](#), and CSP grant funds that are unencumbered shall revert to the Florida Department of Education. All equipment and property purchased with public funds shall revert to the sponsor, pursuant to [s. 1002.33\(8\)\(d\), F.S.](#) Additional property ownership arrangements, such as the shared use of facilities or partial ownership of facilities or property, shall be agreed to in the charter contract prior to the expenditure of funds.

If you have questions about the allocation of capital outlay funding, please contact the Fixed Capital Outlay Office at 850-245-9245 or AskFCO@fldoe.org. If a charter school has questions concerning the submission of its online capital outlay plan, please contact the Charter School Office at 850-245-0502 or charterschools@fldoe.org.

SP/ss

Attachments

cc: District School Superintendents

Adam Miller, Senior Chancellor, Florida Department of Education

Adam Emerson, Executive Director, Office of Independent Education and Parental Choice

LaCrest Reed, Policy Analyst, Office of Independent Education and Parental Choice

Jonathon Manalo, Assistant Deputy Commissioner, Division of Finance and Operations

Sandra Sidwell, Fixed Capital Outlay Director, Division of Finance and Operations