

FLORIDA DEPARTMENT OF EDUCATION



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November 24, 2003

MEMORANDUM

TO: Presidents, Universities and Community Colleges
Chairpersons, Early Childhood/Early Childhood Special Education Departments

FROM: Jim Warford

SUBJECT: Requests for Proposals: Technical Assistance System Serving Prekindergarten Children with Disabilities

The Florida Department of Education is pleased to announce the availability of funds to support a statewide technical assistance system serving prekindergarten children with disabilities. The purpose of this system is to implement statewide technical assistance and training that promote high quality programs that lead to and support positive outcomes for prekindergarten children with disabilities and their families.

You are invited to submit an application on behalf of your institution. Project applications must be received no later than **5:00 p.m., January 23, 2004**, and must contain the original signature of the agency head. Applications will be reviewed using criteria specified in the Request for Proposals. A single project will be awarded a maximum amount of \$650,000. We anticipate notifying applicants of the review outcome during late February 2004. The anticipated effective date for the approved project will be March 1, 2004, through December 31, 2004.

Applications should be prepared in a narrative using the enclosed application instructions. The original and four copies must be received by 5:00 p.m., January 23, 2004, by:

Grants Management, Unit C
Florida Department of Education
Bureau of Grants Management
601 Turlington Building
325 West Gaines Street
Tallahassee, Florida 32399-0400

JIM WARFORD
K - 12 Chancellor

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Applications received after 5:00 p.m., January 23, 2004, **will not** be reviewed. Faxed applications will not be accepted.

Assistance in developing the program content of the application may be requested from Cathy Bishop, Program Specialist, Exceptional Student Education (ESE) Program Development and Services, at phone number (850) 245-0478, Suncom number 205-0478, or electronic mail at cathy.bishop@fldoe.org. Assistance in meeting fiscal or technical requirements may be requested from Kay Caster, Program Specialist, at phone number (850) 245-0479, Suncom number 205-0479, or electronic mail at kay.caster@fldoe.org.

We appreciate your interest in this program and look forward to the implementation of an outstanding technical assistance system for prekindergarten children with disabilities.

JW/cbm

Enclosure