

Memorandum Number 03-03

January 6, 2003

MEMORANDUM

TO: Community College Presidents
FROM: J. David Armstrong, Jr.
SUBJECT: Final Certification of the Dr. Philip Benjamin Matching Grant Program for Community Colleges for the 2003-2004 Budget Request

Section 1011.85(4)(a), Florida Statutes, requires each board of trustees, receiving state appropriations under the Dr. Philip Benjamin Matching Grant Program, to certify by February 1, in an annual report to the State Board of Education, the receipt of eligible cash contributions that were previously unmatched by the state. The purpose of this memorandum is to request your college's certification of such funds received.

In Memorandum Number 02-35, we explained that we intended to conduct our final survey of contributions received as of February 1, 2003, for the above program. We will then be able to provide more current information to legislative staff and the Governor's Office.

As a reminder, the Matching Program language in the 2002-2003 Appropriations Bill states that the private contributions must have been "received and reported" as of a specific date. Contributions are no longer required to be "on deposit" as of a specific date nor are they required to be "on deposit" at the time of match. This allows the colleges to expend the private contributions before the Division transfers the matching funds.

We will need the attached form returned **no later than February 11, 2003**, in order to compile the system-wide request. Please return the form with your President's signature to:

Maybelle Montford
 Director of Business Services
 Community College Budget Office
 Department of Education
 325 West Gaines Street, Suite 1201
 Tallahassee, Florida 32399-0400

JDA/mml

Attachment

c: Community College Business Officers
 Community College Foundation Directors

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