



**COMMONWEALTH of VIRGINIA**  
**Department of Education**

**DATE:** June 23, 2017  
**TO:** Division Superintendents  
**FROM:** Steven R. Staples, Superintendent of Public Instruction  
**SUBJECT:** **Fiscal Year 2017 Career and Technical Education Occupational Preparation and Adult Education Entitlements (State Funds)**

The fiscal year 2017 state entitlements for Career and Technical Education (CTE) occupational preparation and adult education for each school division, including regional center entitlements, are identified in [Attachment A](#) (PDF). The regional center entitlements will be paid directly to each center's fiscal agent school agent. The amounts identified in Attachment A will be paid to school divisions in one payment on June 30, 2017, by electronic funds transfer.

State funds distributed to eligible school divisions are based upon actual expenditures from the prior fiscal year and the total funds appropriated by the General Assembly for CTE occupational preparation and adult education programs. To determine each school division's fiscal year 2017 allocation for CTE occupational preparation and adult education programs, state funding is divided by the total school year 2015-2016 local funds expenditures to determine the reimbursement percentage for each program.

For fiscal year 2017, it has been determined that each eligible school division can be reimbursed for 39.11 percent of its school year 2015-2016 CTE occupational preparation expenditures and 39.11 percent of its CTE adult education program expenditures. Those school divisions that did not operate these programs in school year 2015-2016 and did not record any local fund expenditures are not eligible to receive any state reimbursement in fiscal year 2017.

If you have questions concerning the state entitlements, please contact George R. Willcox, Associate Director, Office of Career, Technical, and Adult Education, at [cte@doe.virginia.gov](mailto:cte@doe.virginia.gov) or by telephone at (804) 225-2052.

SRS/LBH/aab

Attachments:

- A. [CTE School Division Entitlement Payments from State Categorical Funds – Fiscal Year 2017](#) (PDF)