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MEMORANDUM

TO: Executive Directors/Chief Executive Officers, Early Learning Coalitions and Redlands Christian Migrant Association

RGW

FROM: Allyce Moriak, Deputy Director of Finance and Operations

DATE: October 13, 2021

SUBJECT: Overview of 2021-22 Monitoring Criteria and Process

Section 1002.82(2)(s), Florida Statutes (F.S.), requires the Division of Early Learning (DEL) to “at least biennially provide fiscal and programmatic monitoring to evaluate the performance of each early learning coalition in administering the school readiness program, ensuring proper payments for school readiness program services, implementing the coalition’s school readiness program plan, and administering the Voluntary Prekindergarten Education Program.”

DEL will begin the 2020-21 Financial Management Systems Assurances Section (FMSAS) monitoring reviews in October 2021 and the Accountability Section (AS) reviews in November 2021. Attachments 1 and 2 are the published monitoring schedules for both AS and FMSAS, respectively. Attachments 3 and 4 describe the 2021-22 monitoring processes for both AS and FMSAS, and identify the program areas and review criteria. Once final, DEL will upload the 2021-22 monitoring tools to the Program Integrity document library on the coalition zone at Monitoring Guides → 2021-22 Monitoring Tools.

DEL will hold the Accountability monitoring orientation at 11 a.m. (EDT), Wed, Oct. 20, 2021. This Webinar will inform coalitions and DEL contractors about the 2020-21 Fiscal monitoring review process, monitoring schedule, review areas and common observations from last year’s monitoring cycle. DEL will conduct the Fiscal monitoring orientation Webinar at 2 p.m. (EDT), Wed, Oct. 20, 2021. DEL will send Webinar invitations in separate emails. This Webinar will inform coalitions and DEL contractors about the 2021-22 Accountability review process, monitoring schedule, review areas and common observations from last year’s monitoring cycle.

If you have any questions, please contact Reginal Williams at Reginal.Williams@oel.myflorida.com or (850) 717-8606.

AM/rgw

Attachments - 4

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