

Supplemental Course Allocation (SCA) and Career Development Fund (CDF) FAQs

SCA FAQs

1) What is the proper use of SCA funds?

SCA funds can be spent on course offerings provided by BESE-approved course providers, using the Department's online [SCA registration system](#). Descriptions of these course providers and the 1,000+ courses they offer are available on this website.

Districts and schools can independently determine how they can best utilize this new funding stream to address priorities that include: a) courses that make students TOPS-eligible; b) enhanced services for students with disabilities; c) remediation services for students struggling to graduate on-time; d) dual enrollment; and, e) courses that enable students to graduate with Jump Start career diplomas.

2) Who are eligible course providers?

BESE-approved course providers include: a) all LCTCS colleges; b) other Louisiana post-secondary colleges and universities; c) online course providers; d) face-to-face course providers; and, e) "hybrid" course providers offering combined online and face-to-face courses.

Districts and schools need to work with their regional post-secondary partners to get these campuses to upload to the SCA registration system the courses they need for their students.

Descriptions of all course providers are available on the [registration system website](#).

3) How much can my district/school expect in SCA funds?

The MFP table attached to the [SCA Fact Sheet](#) indicates projected SCA funding levels for districts and charter/special schools.

4) When do districts/schools have to commit 90% of their funds by to avoid losing funds?

Districts and schools must commit at least 90% of their SCA funding by the close of fall registration (September 12, 2014), or these funds will be reallocated to other districts/schools. Districts and schools commit SCA funds by registering students via the online registration system.

5) How can I track the funds that my district has committed to enrollments on a dynamic basis?

The SCA team will provide districts and schools with frequent updates during the registration period tracking their course enrollments and the degree to which they've committed their SCA funds. Districts and schools can request an update report at any time by emailing SCA@la.gov.

6) How will SCA payments to course providers be made?

The Department will offer districts and schools a cooperative endeavor agreement (CEA) that will streamline the administration of SCA vendor payments. The SCA CEA is based on the Louisiana Virtual School CEA, and avoids the need for LEAs to establish commercial relationships with (and track payments to) several dozen course providers.

LEAs that execute this CEA will receive regular SCA expenditure tracking reports from the Department. Per the terms of this CEA, the Department will make all course provider payments.

7) How can my district get access to the SCA online registration system?

If your district needs a user name and access to the online registration system – or if you’ve lost or forgotten your user information from last year – please simply email your request to SCA@la.gov.

CDF FAQs

A) Which courses qualify for the CDF adder?

Districts, charter schools and special schools will receive a 6% MFP adder (state funding portion only) for student enrollments in “technical” CTE courses. The CDF adder is in addition to the current 6% MFP adder for any student enrollment in a CTE course.

This adder equals ~\$240 per student enrollment. There is a minimum CDF allocation of \$25,000 per district and \$10,000 per charter and special school. The MFP estimates the CDF adder will increase district and charter school funding by over \$4 million statewide.

[The list of courses that qualify for the CDF adder](#) is available on the Department website.

You will note that this relatively streamlined list of courses (~100) is restricted only to courses aligned with the high-demand career paths identified by the Workforce Investment Council (WIC).

B) What are proper expenses for CDF funds?

CDF funds must be spent on teacher training or certification, equipment and facilities aligned with the high-demand career paths identified by the Workforce Investment Council (WIC). Districts have complete discretion on how to spend CDF funds within these guidelines.

C) When are CDF funds available to districts/schools?

The CDF allocation will be calculated on data reported in the 2014-2015 class schedule data collection culminating in January 2015. Funding will be distributed the last week of February 2015 in a one-time payment in addition to normal MFP payments.

D) What paperwork will be required for CDF?

Districts, charter schools and special schools must complete a [one page CDF form](#) that requests a one or two paragraphs description of your plans for your CDF funds.

At the end of the year districts, charter schools and special schools will need to complete a one page [CDF year-end report](#) that simply asks for an accounting of how funds were spent. *It is O.K. if funds were spent in areas other than those described in the one page CDF form, as long as expenditures are in approved areas (see question B).*