



MEMORANDUM

DATE: Nov. 14, 2023
TO: Local Workforce Development Board Chief Executives and Chief Operating Officers
FROM: Dan McGrew, Sr. Vice President
SUBJECT: Letter Grade Methodology for PY 2023-2024

The 2021 [Reimagining Education and Career Help \(REACH\) Act](#) seeks to improve accountability in the workforce system and calls for the assignment of letter grades to local workforce development boards. The law charges the Governor's REACH Office with developing criteria for determining letter grades and the CareerSource Florida Board of Directors with assigning and publicly releasing the letter grades on an annual basis.

To that end, letter grade criteria were developed by the Governor's REACH Office in collaboration with an interagency workgroup and feedback from local workforce development boards, and preliminary letter grades were assigned for program year 2021-2022. The methodology for letter grades remained unchanged in program year 2022-2023, and letter grades for that program year were assigned and released by the CareerSource Florida Board of Directors' Executive Committee on October 12, in compliance with Senate Bill 240, which went into effect on July 1.

Following the release of program year 2022-2023 letter grades, and per the [Updates to Letter Grade Methodology for PY 2023-2024 Memorandum](#) issued on July 28, the data that make up the letter grades were analyzed for continuous improvement. In an effort to continue to improve the state's workforce system, the following updates are being implemented to the letter grades methodology for program year 2023-2024:

- 1) Adjustments to two metric targets as follows:

| Metric | PY 2022-2023 Target | PY 2023-2024 Target |
|--------------------------------------|---------------------|---------------------|
| Participants with Increased Earnings | 45% | 50% |
| Reduction in Public Assistance | 35% | 50% |

- 2) The addition of WIOA Title II and Title IV data – from the Divisions of Career & Adult Education, Vocational Rehabilitation, and Blind Services at the Florida Department of Education – to the extra credit metric numerator so that local boards receive credit for serving individuals on public assistance and individuals co-enrolled in WIOA Title II or Title IV programs.

3) Adjustments to the Extra Credit points scale as follows:

| PY 2022-2023 Extra Credit Points | PY 2023-2024 Extra Credit Points |
|----------------------------------|----------------------------------|
| ≥ 50% = 5 points | ≥ 55% = 5 points |
| 46% to < 50% = 4 points | 51% to < 55% = 4 points |
| 44% to < 46% = 3 points | 49% to < 51% = 3 points |
| 42% to < 44% = 2 points | 47% to < 49% = 2 points |
| 40% to < 42% = 1 point | 45% to < 47% = 1 point |

Thank you for your continued partnership and commitment to transparency and accountability in our state. Please address questions to lettergrades@careersourceflorida.com.

cc: Katie Crofoot, Director, Governor's Reimagining Education and Career Help Office
J. Alex Kelly, Commerce Secretary, Florida Department of Commerce
Brent McNeal, Director, Division of Vocational Rehabilitation
Kim Richey, Senior Chancellor, Florida Department of Education
Kevin O'Farrell, Chancellor, Division of Career & Adult Education
Robert Doyle, Director, Division of Blind Services