

Agricultural Education

Local Plan 2019-2020 Instructions

Information on the FY2020 Local Plan Application for Agricultural Education and Budget Information Request Sheet can be found on the Georgia Ag-Ed Web Page: (Available on website March 1, 2019) www.gaaged.org

1. Local CTAE Supervisors complete a Budget Information Request Sheet and submit it to your Ag-Ed Region Director by **April 3**

2. Ag Teachers complete the 2019 Program of Work Evaluation by **April 12** and submit a signed copy to the Region Office.
 - a. Areas 1-3-5 will be conducted by Region Offices
 - b. Areas 2-4-6 will be conducted by Local Administration

3. Ag Teachers complete the 2020 Program of Work on line by **May 1**

4. Ag Region Directors return an Approved Ag-Ed Local Plan Budget File to the Local CTAE Supervisor by **May 6**

5. Local CTAE Supervisor uploads FY2020 Approved Ag-Ed Local Plan Budget File to Consolidated Application by **May 15**

Important Dates:

- April 3** Budget Information Request sheet (basic info) due to Region Offices
- April 12** Ag Teachers submit signed POW Evaluation to Region Office
- May 5** Final budget sheets (from Ag. Region Directors) sent to local CTAE Supervisors
- May 15** CTAE Supervisors upload budget and sign off on Con. App.