

## Michael Barcarse

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**From:** Beverly Holyfield  
**Sent:** Wednesday, August 8, 2018 3:35 PM  
**To:** Michael Barcarse  
**Subject:** Industry Certification

**Importance:** High

Good Afternoon Michael,

**Congratulations you are receiving a \$5000 industry recertification grant!** For planning purposes, there will be an Industry Certification Workshop facilitated by CEFGA that will be held on September 19, 2018. Once the location is secured, you will be able to register in CTAERN.

I will be your contact and support for Industry Certification, so please feel free to call or email me with any questions or concerns. Please include me on all communications regarding your industry certification process, so that I can assist you with the process.

**Also by August 13<sup>th</sup>, please send your budget information up to \$5,000 for reaccreditation.** The CTAE Office has included a \$500 stipend for you to be received once the reaccreditation is awarded. **Price quotes from vendors need to be sent by August 17<sup>th</sup>.** A budget example is listed below.

Description	Expense	Balance
Industry Certification Grant		\$5,000
Initial start-up fee	\$400	\$4,600
Teacher Stipend	\$500	\$4,100
Equipment Example	\$300	\$3,800
Supply Example	\$400	\$3,400
Continue adding expenses until \$5,000 is expended		

It is very important that you **complete the process by March 15, 2019** because the grant must be expended during this fiscal year. If you do not feel that you can make this deadline, please discuss with me immediately. Thanks so much and congratulations 😊!

All the best,

*Dr. Beverly R. Holyfield*

**Beverly R. Holyfield, Ph.D**

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