

# 509 Funding Sheet Calculations



**DACCTE**  
Delaware Advisory Council on Career & Technical Education

# Overview of Content Covered:

- ▶ 509 Funding Sheets Overview
- ▶ Minutes (Seat Time)
- ▶ Division 1
- ▶ Division 2



Have more questions? Be sure to contact DACCTE using the contact information on the last slide.

# 509 Funding Sheets Overview



- ▶ 509 funding calculation sheets have the Division 1 and 2 monies listed on it that are allocated to each school and are also broken down by program.
- ▶ Sheets are provided to school administrators and teachers during the DACCTE school visits. Funding sheets are also provided upon request.
- ▶ It is helpful, but not necessary to review the “State Funding Basics” PowerPoint prior to viewing this one. In the following slides I will break down the 509-funding information in greater detail.

# Minutes (Seat Time)



- ▶ Each year every school must complete the “Unit Count”. This determines the number of students enrolled in a program.
- ▶ Unit Count is reported to the Delaware Department of Education and totals are calculated for “minutes”.
- ▶ The minutes are separated into Division 1 and Division 2.
- ▶ Division 1 is for Staffing.
- ▶ Division 2 is separated in Energy Costs and Other Supplies, Materials, and Equipment.



# Division 1



- ▶ Division 1 funds are totaled using the Unit Count and reported for each course, etc. that is taught.
- ▶ This number is added across the whole school for every CTE course, and a school arrives at a number of CTE staffing units allotted for the entire school.
- ▶ For example- A school that generates 3 units in agriculture and 3 units in business will combine for a total of 6 units for the school. This doesn't mean that there are 6 CTE teachers at the school. There may be 5 teachers and the 6<sup>th</sup> unit is being used by the District in another way. This is acceptable. Don't be alarmed.



# Division 2 - Other Supplies, Material, and Equipment



- ▶ If you are looking at your funding sheet, pay no attention to the Division 2- Energy costs. You can't use it to buy supplies, etc. This money is used to pay the light bill, heating, cooling, etc.
- ▶ Once all Division 2 units for the school are added together, we get a total number for the entire school. (This is also broken down by program)
- ▶ For example- Those 3 Agriculture (Division 1 units) are producing 8.3 Division 2 units. We take the 8.3 and multiply that by \$2925 which equals \$24,277.50. This is 100% of the funds the Agriculture program generates for supplies. Each CTE program at the school would be calculated in the same way and a total for the school would be arrived at.



# Division 2 - Other Supplies, Material, and Equipment



- ▶ Using the previous slides example of a total of \$24,277.50, the State Law allows for 10% of that amount to go toward Administrative purposes, discretion, etc. However, 90% of the funds should be going to the program that generates the funding.
- ▶ This is where many people get confused about the 90%, ideally in our example, Agriculture would get 90% of the \$24,277.50. However, the Administration of the school has the discretion to use that funding for other CTE program areas. This means that if the Agriculture department only needed/used \$18,000 , the remainder of what the Agriculture department generated could be spent in another CTE area at the school or vice versa. 509 funding is to be spent on CTE programs only! This is the student supply money for projects, etc.

**SCHOOL DISTRICT:** DACCTE School District

**SCHOOL:** Abe Lincoln High School

DIVISION I (Staff) = 24.844

DIVISION II (Energy) = 58.675 x \$2387 = \$140,057

DIVISION II (Other-Supplies, Materials & Equipment) = 58.675 x \$2925 = \$171,624



EXAMPLE FUNDING SHEET

Vocational Career Cluster	Division I Units	Division II Units	Division II Unit Dollar Value	Total Dollars Generated	90% of Total Dollars Generated
Agriculture, Food & Natural Resources (1)	5.754	13.688	\$2,925	\$40,037	\$36,034
Architecture & Construction (2)			\$2,925	\$0	\$0
Arts, A/V Technology & Communications (3)	2.111	6.334	\$2,925	\$18,527	\$16,674
Business, Management & Administration (4)			\$2,925	\$0	\$0
Education and Training (5)	0.987	2.456	\$2,925	\$7,184	\$6,465
Finance (6)	3.532	8.045	\$2,925	\$23,532	\$21,178
Government & Public Administration (7)			\$2,925	\$0	\$0
Health Science (8)	4.601	11.264	\$2,925	\$32,947	\$29,652
Hospitality & Tourism (9)	1.611	3.914	\$2,925	\$11,448	\$10,304
Human Services (10)			\$2,925	\$0	\$0
Information Technology (11)			\$2,925	\$0	\$0
Law & Public Safety (12)			\$2,925	\$0	\$0
Manufacturing (13)			\$2,925	\$0	\$0
Marketing, Sales and Service (14)	1.300	2.599	\$2,925	\$7,602	\$6,842
Science, Technology & Engineering (15)	1.813	4.151	\$2,925	\$12,142	\$10,928
Transportation, Distribution & Logistics (16)			\$2,925	\$0	\$0
Career and Technical Exploration (17)	3.135	6.224	\$2,925	\$18,205	\$16,385
<b>School Total</b>	<b>24.844</b>	<b>58.675</b>	<b>\$2,925</b>	<b>\$171,624</b>	<b>\$154,462</b>

NOTE: This sheet reflects the FY2025 state 509 funds generated by each eligible CTE program in your school for supplies, materials and equipment.



# Contact DACCTE



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