Memo

September 13, 2024

Dear Educators,

For the 2024-25 school year, we are pleased to announce that we will once again be using ClassWallet, an online funds management platform to streamline the FL Teacher Classroom Supply Assistance Program (TCSAP) process. ClassWallet will provide a simple, more efficient way to access and spend your Teacher Lead (TCSAP) funds. You can either use their online marketplace to save on cost and not use your personal funds or you can request reimbursement by attaching your receipts.

Here is what you need to know right now:

• Additional information will be emailed to you soon, including instructions for accessing your TCSAP funds and submitting receipts.

• On or before September 27, 2024, you will receive an email from ClassWallet notifying you when funds are available. Please ensure you watch your junk and/or non-focus email boxes.

Thank you,

Ellen Harper

Director of Business Services