

Applying for VTEA Perkins IV Funds Santa Monica College

Career Technical Education Committee

January 26th, 2010

Presenters:

Laura Manson- CTE Committee Chair &

Sandra Sanchez- Workforce & Economic Development

Agenda

- Themes and Purpose of funds
- Part 1a: Program Information
- Part 1b: Advisory Committee
- Part 2: Core Indicator Data
- Part 3: Project Proposal
 - Allowable and Non Allowable expenses
 - Part 3a: Required uses of Funds
- Part 4: Budget

What to consider when completing your application...

Themes in Perkins IV:

- **Accountability (Meeting Performance Indicators)** - projects must focus on Core Indicators for their top code and improving student success (attainment of 2.0 or better), completions (degree, certificate or transfer-ready status), employment (placement/retention in jobs), gender-equity,
- **Connections Between Secondary and Postsecondary Education** – course sequences from high school through college must be established for each CTE program that receives funds
- **Links to Business and Industry** – A much stronger theme within the 2006 Act is increased coordination with business and industry. Additional focus is also placed on high-demand occupations, in addition to those that are high skill and high wage.
- **Special Populations** – A greater emphasis has been placed on special populations by placing the provision of activities to prepare special populations for high-skill, high-wage or high-demand occupations that will lead to self-sufficiency into the required use of funds.

What to consider when completing your application...

Purpose :

- Develop challenging academic and technical standards and related challenging, integrated instruction
- A focus on high skill, high wage, or high demand occupations
- Increased state and local flexibility
- Conduct and disseminate national research and best practices
- Increase opportunities for individuals to keep America competitive
- Promote partnerships (education, workforce boards, business, industry, etc)
- Provide technical assistance and professional development

Part 1a: Program Information

Program Completers: Information Requested below can be obtained from the California Community Colleges “Data Mart and Report” Web-site.

<http://www.cccco.edu/systemOffice/Divisions/TechResearchInfo/MIS/DataMartandReports/tabid/282/default.aspx>

Term	Total Enrollments	Retained	Percent Retained	No. of AA/AS Degrees Awarded	No. Of Certificates Awarded (18units and above)	No. of Dept Certificates Awarded (fewer than 18 units)
2007-08						
2008-09						
2009-10						

Part 1b: Advisory Committee

Three Questions that need to be addressed:

- What are the major issues or trends that have been raised by your Industry Advisory Committee over the last several meetings?
- How will your Perkins IV Project address these issues?
- How do your planned activities relate to your program plan or program review?

Part 2: Core Indicators *

Data to be provided by Office of Workforce & Econ Dev:

- **Technical Skill Attainment**
 - Successful CTE course completion
- **Completions**
 - Program completion – Certificate, Degree & Transfer Ready
- **Persistence & Transfer**
 - Student persistence in Higher Education
- **Placement**
 - Placement in apprenticeship, employment, military, fed. gov.
- **Equity – Non-Traditional Employment**
 - Participation (5a)/Completion (5b) - non-traditional training

Part 3: Project Proposal

- Basic Criteria
- Permissive Uses of Funds
- Non Allowable Expenditures
- Project Proposal:
 - Describe expansion/ Improvement
 - Detail how activities for which money is being requested will be carried out.
- Special Areas of Emphasis: Questions 1-6

What are the Basic Criteria for Expending the Funds?

- **Expenditures Must:**
 - Meet the purpose of the Act
 - Be necessary and reasonable
- **Expenditures May Not be Used for:**
 - General purposes
 - Maintenance of existing programs

What Types of Costs can Generally be Considered Eligible?

- Administrative Costs (5%)
- Personnel Services (time distribution records)
- Stipends
- Consultants
- Instructional Materials
- Travel
- Instructional Equipment

Twenty Permissive Uses of Funds

1. Involve parents, business and labor in planning & operation
2. Career guidance & academic counseling
3. Business Partnerships - Work-related experience students & faculty
4. Programs for spec. pops.
5. CTE student organizations
6. Mentoring & support services
7. Upgrading equipment
8. Teacher prep. programs
9. Improving and developing new CTE courses including distance ed.
10. Assist transition to BA degree programs
11. Support entrepreneurship education
12. Initiatives for secondary students obtaining postsecondary credit to count towards an AA/AS or BA/BS degree
13. Support small CTE learning communities
14. Family & consumer sciences
15. Adult CTE programs
16. Job placement programs
17. Support Nontraditional activities
18. Automotive technologies
19. *Pooling funds –
Teacher prep,
data & accountability,
assessments
20. Support other CTE programs

What Types of Costs are NOT Eligible?

1. Student expenses or direct assistance to students *
2. Entertainment
3. Awards and memorabilia
4. Individual memberships
5. Membership with orgs. that lobby
6. College tuition, fees, books
7. Fines and penalties
8. Insurance/self-insurance
9. Expenses that supplant
10. Audits, except single audit
11. Contributions and donations
12. Contingencies
13. Facilities and furniture *
14. General advertising
15. Alcohol
16. Fund raising
17. General administration

What are the Requirements for Uses of Perkins IV, Title I, Part C Funds?

1. Strengthen academic and career technical skills of students thru integration
2. Link CTE secondary and postsecondary programs (at least 1 program of study)
3. Provide students with strong experience and understanding in all aspects of an industry (WBL)
4. Develop, improve or expand use of technology
5. Professional development
6. Evaluate programs with emphasis on spec. pops.
7. Initiate, improve, expand and modernize quality programs
8. Provide activities, services and be of sufficient, size, scope and quality
9. Prepare spec. pops. for high skill, high wage, or high demand, occupations

Are Local Recipients Required to Budget and Expend Funds in all 9 Requirements?

- No.
- The 9 requirements are elements required in programs eligible for funding
 - If deficiencies exist, Perkins funds can address those deficiencies
 - If all 9 are already met, funding can be used in the *permissive* areas

A Special Note on Stipends....

- We must adhere to district rules on amounts that will be paid and for what activities.
- Stipend requests that are outside the traditional requests will be evaluated on a case by case basis and must still comply with Federal Guidelines set for the use of funds.

May Federal Funds be Used to Support a Program Supported Last Year with Non-Federal Funds?

- No. This would be supplanting.
- Exception:
 - Must be evaluated case-by-case
 - If impossible to continue without federal funds, may not be supplanting

Supplement, Not Supplant !!

- Cannot use Federal Funds to pay for Services, Staff, Programs, or Materials that would otherwise be paid with State or Local Funds
- Always ask: “What would have happened in the absence of federal funds?”

Part 4: Budget

- Should be reflective of the activities you are proposing
 - When purchasing equipment anything over \$5000 requires several quotes.
 - If you need help ask... we're here to help.

What Federal Rules Apply to Perkins IV Funding?

- Perkins Career Technical Education Act of 2006
- EDGAR (Education Department General Administration Regulations)
- OMB Circulars (Office of Management and Budget)
 - Circular A-87 Cost Principals – State and Local
 - Circular A-21 Cost Principals – Education Institutions
 - Circular A-133 Single Audit Requirements
 - Circular A-102 Grants and Cooperative Agreements with State and Local Governments
 - Circular A-110 Uniform Administration Requirements for Grants and Agreements with Institutions of Higher Education, Hospitals and Other Non-Profit Organizations

What are the Rules on Perkins IV Travel Rates and Out-of-State Travel?

1. Current District per diem allowances
 - We adhere to the district rules for travel.
2. Out-of-State Travel:
 - Must have prior approval from Project Monitor.

Where Can I Find “The Rules?”

- State Budget and Accounting Manual (BAM)
<http://www.cccco.edu/SystemOffice/Divisions/FinanceFacilities/FiscalServices/FiscalStandardsInformation/BudgetandAccountingManual/tabid/381/Default.aspx>
- EDGAR
www.ed.gov/policy/fund/reg/edgarReg/edgar.html
- OMB Circulars
www.whitehouse.gov/omb/circulars
- Federal Register
www.gpoaccess.gov/cfr
- Federal Legislation (Library of Congress web site)
<http://thomas.loc.gov>
- US Department of Education
www.ed.gov

Application Deadline

Application DUE	March 19, 2010, 4:00pm In the Office of Workforce & Economic Development
Application CTE Committee Review CTE Chairs or Designees please be available, if committee has questions (In person or via phone)	March 26, 2010 (9:00 – 4:00pm)
Application CTE Committee Review , if needed CTE Chairs or Designees please be available, if committee has questions (In person or via phone)	April 6, 2020 (12:45-2:00pm)

QUESTIONS?

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