

Required Use of Funds

Explain how your institution is implementing the following requirements of the Perkins legislation to support career and technical education programs that are of sufficient size, scope and quality.

- (1) provide career exploration and career development activities through an organized, systematic framework and select **at least** one of the following that apply
 - (A) introductory courses/activities
 - (B) career and labor market information
 - (C) programs/activities related to development of student graduation/career plans
 - (D) career guidance/academic counselors
 - (E) comprehensive industry knowledge for students
 - (F) provide professional development for teachers, faculty, school leaders, administrators, specialized instructional support personnel, career guidance and academic counselors, or paraprofessionals, and select **at least** one of the following that apply

- (2) supporting academic and CTE instructional approaches
 - (A) ensuring use of labor market information for program guidance/advisement for students
 - (B) advancing knowledge, skills, and understanding of industry
 - (C) managing CTE programs
 - (D) improving student achievement/closing gaps in student participation/performance in CTE programs
 - (E) providing opportunities to advance knowledge, skills, and understanding in pedagogical practices
 - (F) training to provide appropriate accommodations for individuals/students with disabilities
 - (G) training to teach students with disabilities, a universal design for learning and support
 - (H) training to provide access to tools, technology, and knowledge for students and entrepreneurs

- (3) provide within career and technical education, the skills necessary to pursue careers in high- skill, high-wage, or in-demand industry sectors or occupations.

- (4) provide support of integration of academic skills into career and technical education programs including **at least** one of the following that apply
 - (A) Secondary CTE participants meeting the challenging State academic standards
 - (B) Postsecondary CTE participants achieving academic skills

- (5) plan and carry out elements supporting the implementation of career and technical education programs and programs of study resulting in increasing student achievement, including **at least** one of the following that apply
 - (A) curriculum aligned with requirements for a program of study

- (B) relationships among education, business and industry, and other community stakeholders, to facilitate the process of aligning programs of study with workforce skills
 - (C) expanding opportunities for CTE concentrators to participate in accelerated learning programs
 - (D) equipment, technology, and instructional materials aligned with business and industry needs
 - (E) work-based learning opportunities, including simulated work environments
 - (F) industry-recognized certification examinations or other assessments leading toward a recognized postsecondary credential
 - (G) recruitment and retention of CTE faculty/staff/administration
 - (H) coordination with other education and workforce development programs and initiatives
 - (I) expanding opportunities for students to participate in distance CTE and blended-learning programs
 - (J) expanding opportunities for students to participate in competency-based education programs
 - (K) improving career guidance/academic counseling programs
 - (L) supporting employability skills into CTE programs through family and consumer science programs
 - (M) supporting programs/activities increasing access, student engagement, and success in science, technology, engineering, and mathematics fields for underrepresented students
 - (N) providing CTE programs for adults/out-of-school youth to complete secondary school education/upgrading technical skills
 - (O) supporting career and technical student organizations
 - (P) providing instructional content
 - (Q) supporting arts and design skills into CTE programs and programs of study
 - (R) partnering to improve training, development of public-private partnerships, systems development, capacity-building, and delivery of high-quality career and technical education
 - (S) supporting special populations in CTE for costs associated with fees, transportation, childcare, or mobility challenges
- (6) develop and implement evaluations of the activities carried out with funds (including evaluations necessary to complete the comprehensive needs assessment).

Perkins V Approvable and Non-approvable Expenditures

SUPPLEMENT NOT SUPPLANT

As a requirement of the Perkins statute, funds made available under the Act **must supplement and not supplant** non-federal funds expended to carry out career and technical education activities. In other words, federal Perkins funds may only be used in addition to funds already spent by the state and local recipients on CTE (Career Technical Education) and cannot be used in place of non-Perkins funds. It will be presumed that supplanting has occurred where:

- Perkins funds have been used to provide services that are required to be made available under another federal, state, or local law; or
- Perkins funds have been used to provide services that were provided with non-Perkins funds in the previous year.

FUNDING LIMITS

Funding can be used for **no longer than three years** for reoccurring expenditures (such as career coaches).

APPROVABLE EXPENSES

- Instructional/curriculum materials for teacher use.
- Resource materials for student or teacher use (no textbooks, no workbooks, and no consumable items or materials).
- Professional development activities for CTE.
- Substitute teacher salary to cover classes while teacher is attending professional development activities; develops curriculum or assessment materials; collaborates on articulation agreements, dual credit agreements, or works with business and industry to update knowledge and skills.
- Technology purchases to be used in the classroom as a teaching tool.
- Purchase state of the art equipment and software required by a change in curriculum, teaching strategies or technological advances in the career field, address specific educational barriers students are facing in technical education programs. (EX: support materials, curriculum modifications, equipment modifications, and large print materials that might be needed for a sight impaired student).
- Travel for professional development that may include reimbursement for meals, lodging, transportation and registration fees.
- Instructional field trips for students. Reimbursable expenses include teacher travel, bus costs and bus driver salary. (An instructional field trip is where the class or the program is going.)
- Honorarium/fee for consultants/speakers to provide specialized CTE training.

NON-APPROVABLE EXPENSES

Consumable materials of any kind such as **but not limited to**; paper, toner, discs, tapes, CD's, scan sheets, test documents, workbooks, nails, electrical wire, wood, paint/varnish, oxygen, acetylene, screws, welding rods, glue, fertilizer, seeds and bedding plants, potting soil, sandpaper, metal, soap/detergent, fabric, chemicals, any furniture, etc.

Expenses due to building modification, copiers, dues/memberships for professional organizations, travel to pick up supplies, ACT prep materials, and classroom textbooks (reference/supplemental materials are allowable up to ten (10) copies of one title).

Additionally, student expenses related to Career and Technical Student Organizations, such as **but not limited to**; dues, admission fees, jackets, caps, shirts, folders/workbooks, lodging, meals, kits for projects, transportation. Travel for non-instructional activities such as social events.

MAINTENANCE OF PROGRAM

New with Perkins V—(10%-Secondary and 5%-Postsecondary) of the Perkins allocations may be used for items that are for the day-to-day operation of the class and to maintain the program at its current level. Items must have a lifespan of one year or more. These items include **but not limited to**; replacement of existing equipment, safety glasses, welding gloves, welding helmets, hammers, pliers, hand saws, mixing bowls, measuring cups, sheet pans, small hand and power tools, small kitchen appliances, microwave ovens, weed eaters, leaf blowers, prep tables for culinary, ice makers, maintenance/repair of equipment, power washers.