

Advisory Committee [§134(d)]

1. If we have one student in a special population category, am I required to have a representative for that population on the Advisory Committee?
 - a. *Not necessarily. A grantee should use common sense and include representatives for special populations that have significant numbers in the district. Even though some populations may not be currently present in the district, an advisory committee should represent all special populations that may occur when possible.*

Comprehensive Local Needs Assessment (CLNA) [§134(c)]

1. Can districts use a recognized data source for subsistence activities as a source for labor market information?
 - a. *No, not as a primary data source. Remember that Perkins supports programs that specifically lead to high-wage, high-skill, and in-demand jobs [§3(5)(A)(i)]. Data such as this may be used as a secondary source after local, regional, or statewide Labor Market Information.*
2. Can districts use locally collected data as a source for labor market need?
 - a. *Yes. Districts are not required to use the DOLWD data. It is provided for convenience. If there are other, more accurate and representative sources of labor market data, districts are welcome to use that.*
3. May districts conduct a regional labor market analysis?
 - a. *Yes. If you intend to do this, please consider reaching out to neighboring districts to coordinate efforts with them.*
4. How specific do needs assessment statements need to be?
 - a. *Statements need to be specific enough to convey accurately the findings of the CLNA, and provide actionable targets. For example, if it was determined students were not meeting the 1S1 and 5S1 benchmarks, stating that the district needed to “...work on student performance” would be inadequate.*

Four-Year Plan and Local Application [§134]

1. Can a grantee re-write the Four-Year Plan at any time, and does that change the timeline?
 - a. *Yes. A re-write of the Four-Year plan must be linked to the most recent CLNA. A new Four-Year plan in year three would reset the cycle to four years from the date of approval for the new plan.*
2. If there is an unexpected change in CTE programming, do I have to update the CLNA and Four-Year Plan?
 - a. *No. Document an unexpected change in the original Four-Year Plan in the Annual Update. Justify the reason for the change in the update narrative. For example, if the welding program described in Part C of the Four-Year Plan ends because the welding teacher moves, describe the reason for the change in the Annual Update to Part C in GMS and state what if any activities will replace the welding program.*
3. How do I introduce a new pathway in the Four-Year Plan?

- a. *A new pathway must be tied to needs identified in the most recent CLNA. Describe the need met by the new pathway in the Four-Year Plan. A district then has two choices: (1) describe all of the intended elements of the new pathway once completed in four years; or (2) describe which courses and supports will be added each year for the duration of the Four-Year Plan and Local Application.*
4. Can I communicate with Advisory Committee members other than in person?
 - a. *Yes. Districts may Webex, audio conference, or email with the Advisory Committee, so long as records are kept. Records must include meeting date, attendance, agenda, and minutes, or email responses to questions and information presented, and collecting/sharing of committee recommendations.*
5. If students have incarcerated parents are they counted as a Special Population?
 - a. *No. However, these students may fall into one or more special populations categories, and/or would qualify for consideration as at-risk youth during planning of Perkins V activities.*
6. Do students with parents in Reserve Active Duty status qualify as Special Populations?
 - a. *No. Perkins V references United States Code Title 10, Section 101(d)(1). Active duty is comparable to being at a full-time job. However, these students may fall into other Special populations categories. If the district has significant numbers of these students, consideration during planning of Perkins V activities is recommended.*
7. Is there a limit to the resources a grantee may apply towards any one Part of the Four-Year Plan and Local Application?
 - a. *No. All expenditures must be tied to the needs identified in the CLNA. If CLNA data indicates that the grantees greatest need is Part D – Recruiting, Retaining, and Training of CTE staff, all activities the Four-Year Plan and Local Application could be directed towards Part D, so long as the other nine required criteria for the Application are met, and the activities proposed are allowable under Section 135, Local Uses of Funds.*

Annual Update in GMS & Funding Questions [§135]

1. Will there be multiple drop-downs in GMS for budget entries?
 - a. *Yes. The Budget Item page in GMS has several drop-downs for budget entries. These include Account Code (required), Purpose Code (required), Optional Sub-Code, and Location Code (required).*
2. Can supplies be purchased with Perkins V funds?
 - a. *Yes. Consumables and materials may be purchased with Perkins V funds if aligned to the district's CLNA and necessary for instruction in an approved class. For example, food supplies like flour, eggs, and butter for a culinary class teaching baking.*
3. Can Perkins funds be used to send teachers to the Capitol?
 - a. *No. Federal funds may **never** be used for lobbying activities. Each district signs an assurance package every year specifically stating that no lobbying activities will be undertaken using federal money.*
4. How does a district document Perkins expenditures?
 - a. *All Perkins expenditures must be linked back to identified needs in the CLNA report form. Once programs are described in the Four-Year Plan, a detailed narrative for the expenditure should be provided in the budget section of the Annual Update in GMS.*

CTEPS [§3(41)]

1. Can standardized courses be automatically approved if already approved for Perkins funding in another district (e.g. Educator's Rising, Project Lead the Way, etc...)?
 - a. *Yes. Check with your DEED program manager to see if a course like this has already been approved and they can send you a copy of the crosswalk.*

Professional Development [§135(b)(2)]

1. Are paraprofessionals eligible to receive professional development under Perkins?
 - a. *Yes. Perkins funds may be spent to meet the CTE professional development needs of teachers, administrators, counselors, and paraprofessionals.*

Postsecondary [§ 134-135]

1. Do postsecondary grantees have to follow the same requirements as secondary grantees?
 - a. *Yes. All postsecondary grantees must conform to the requirements laid out in sections 134 and 135 in Perkins V regarding local application for funds. However, individual grantees should check with the institution to understand and coordinate how each of these requirements will be addressed. If you have questions, contact the DEED postsecondary program manger.*