

# Perkins 101

## Timeline:

- State deadline for submitting the final grant application for the 2018-19 grant cycle is June 29<sup>th</sup>, 2018.
- Grants are reviewed at the state level at the end of July; final approvals happen in August and funds are dispersed end of August/early September.
- Once ODE has given us approval and released our funds, we are to purchase ASAP. Spending deadline for equipment is December 1<sup>st</sup>.
- Perkins funds do not become intermingled—what is allocated for equipment stays in equipment, what is allocated for PD stays in PD—we cannot transfer between the two.
- Any changes made to our original approved grant must be approved by ODE.
- **IF** there are unspent funds after December 1, they will be redistributed mid-year; however, this may not happen.

## Definitions:

Alignment: overlapping outcomes that are met through courses at both the CC and HS Programs of Study...Courses do not have to be identical.

Articulation: College courses that are taught at the high school, by an approved high school teacher, giving students the opportunity to earn college credit for the course. All outcomes for the course are the same at both the CC and HS level.

Alignment is required for Perkins funding

Articulation is not required, but supported by the State and shows strong partnership between the CC and HS.

## Requesting Funds:

### Guiding Questions for Requests

What are the needs of the program?

What input does my advisory committee have?

What are the long-range goals of the program?

### What are allowable requests?

- Anything that improves, enhances, expands (curriculum/program, not seats), modernizes (industry standards), or otherwise elevates the program of study
- Professional Development (conferences, trainings, site visits)
- Curriculum Development

### What are unallowable requests?

- Food, refreshments, candy (for meetings, recruitment events, etc)
- Anything that is supplanting rather than supplementing—these are items that are considered to be the local education agency’s obligation—such as:
  - Textbooks
  - Safety equipment (air filter, ventilation, air quality, cleaning, security)
  - PPE or uniforms (coats/ jackets, shirts, gloves, glasses, aprons)
  - Ink, toner cartridges, bits, blades, nails, gauze, lumber---any “consumable” type supplies
  - Furniture, like tables or desks (unless it has a unique purpose)
  - Replacement items
  - Dual credit course work (articulation agreements—College Now)
  - Teacher use workstations/laptops, etc
  - Student transportation (busses)
  - General supplies
  - Construction or remodeling of buildings
  - Computer labs

If an item on this list (or similar to one on this list) is requested, be prepared to explain how it is not supplanting in nature—these things will be disputed at the state level, so having the information in support of the purchase right off the bat can save time for everyone.

### Helpful Tips

- Include all requested information in the form
- Demonstrate how the request takes your program to the next level
- Reference business, industry and stakeholder input
- Reference collaboration with high school partners or other programs
- Chose conferences/trainings that have been recommended by peers or business/industry member
- Talk with your peers! Is there an ask that could serve multiple programs?
- Don’t request replacements for old or broken equipment (supplanting)
- Don’t request entire computer labs
- Be cognizant of the locations of any requested conferences—certain areas are red-flagged by the state for automatic denial
- Curriculum time should be based on your current contract—do not estimate