

March 19, 2021

MEMORANDUM

TO: Eligible Recipients of Carl Perkins Postsecondary

FROM: Letha Bauter - Federal Programs Manager

SUBJECT: **FY22 Perkins Allocation and Options Notice**

Your **FY22 Allocation and Options Notice** for the Perkins V: *Strengthening Career and Technical Education for the 21st Century* is attached. Complete and return the attached **FY22 Allocations and Options Notice by April 5, 2021** to notify the ODCTE of your FY22 status.

Some recipients will notice an increase or decrease in funding due to ANY one or more of the following factors:
1) use of the most current version of the 2019 Census data, 2) a reduction in the amount of carryoverfunds available for the allocation formula, and/or 3) changes in the FTE enrollment split (using FY20 CareerTech enrollment) with the local technology center.

Returning the Allocation and Options Form:

Using Adobe Sign, you will be prompted to digitally accept and sign the following document, **FY22 Allocations and Options Notice**. **This form must be completed and signed by Monday, April 5, 2021**. If you are unable to sign digitally, please contact your State Perkins Coordinator OR the ODCTE office.

When signing the document, please follow the instructions below:

- If you are the fiscal agent of a technology center cooperative or a secondary consortium, OR are using the funds independently:
 - After reading the Perkins Assurances included with this Allocation and Options Notice form, check the appropriate box to indicate your status on the Allocation and Options page.
 - If your organization is the fiscal agent of a consortium or cooperative, obtain a copy (digital or paper) of the signed Allocations and Options Notice page from every partner school for your files.
- If you are a member of a technology center cooperative or secondary consortium:
 - After reading the Perkins Assurances included with this Allocation and Options Notice form, check the appropriate box to indicate your status on the Allocation and Options Notice.
 - Keep a copy for your files.
 - Send a signed copy (digital or paper) of the Allocation and Options Notice form to your fiscal agent immediately.
- If you are **declining** the funds:
 - Check the appropriate box on Step 1 to decline the allocation on the **Allocation and Option Notice**. Then, proceed to Step 3 for signatures.
 - Keep a copy for your files.

Grant Application Information:

The FY22 Perkins online application period opened on March 1, 2021. The deadline for submitting the online application is May 7, 2021. Perkins V grants are on a four-year cycle, allowing schools to complete a budget narrative and the budget only. We are currently on year two of our four-year cycle.

FY22 Perkins Application worksheet in CTIMS contains a temporary allocation at this time. The budget for a stand-alone school will be updated once we receive your completed Allocation and Option Notice. The total budget for a consortium will be updated only when we receive ALL the signed Allocation and Options Notices.

CTIMS

- If you or your staff are new to using CTIMS for the FY22 Carl Perkins application and need a CTIMS login, please send an email to ctimssupport@careertech.ok.gov with the first and last name(s), email address(es), title, and the role the person will hold (local coordinator, local finance, local superintendent/president) so the account(s) can be set up in time to meet the required due date of April 6, 2021.
- Online resources are located below:
 - <http://www.okcareertech.org/about/state-agency/divisions/federal-legislation-assistance/carl-perkins/ctims-resources>
 - <https://www.loom.com/share/89e906208abf4a71812ab90df8eacc24?t=0>
- Submit the online application, including ALL required local approvals, no later than May 7, 2021.

FY22 Allocations Timeline

March 1, 2021	Grant Application Worksheet opened in CTIMS
April 5, 2021	Allocation & Options Notice due
May 7, 2021	Grant Application Worksheet due

If you have questions or concerns regarding the FY22 Allocations and Options Notice, please contact the ODCTE Federal Legislation Assistance team.

Letha Bauter - Federal Programs Manager, Email: letha.bauter@careertech.ok.gov, Tel: (405)743-5569
Steve Robison – State Perkins Coordinator, Email: steve.robison@careertech.ok.gov, Tel: (405)743-5523
Debbi Hamble – State Perkins Coordinator, Email: debbie.hamble@careertech.gov, Tel: (405)743-5881
Jordan Duck – State Perkins Coordinator, Email: jordan.duck@careertech.ok.gov, Tel: (405)743-5401
Stephanie Hodges - Financial Analyst, Email: stephanie.hodges@careertech.ok.gov, Tel: (405)743-5533



**OKLAHOMA
CareerTech**

Carl Perkins

1500 West Seventh Avenue
Stillwater, OK 74074-4364
www.okcareertech.org
(405) 377-2000 • Fax: (405) 743-680

ALLOCATION AND OPTIONS NOTICE

Perkins V: *Strengthening Career and Technical Education for the 21st Century*

Postsecondary School Districts

FY22 Perkins Federal Allocation for

MID-AMERICA TECH CENTER - \$4,161

ALLOCATION: The allocation for FY22 as determined by the formula specified under Perkins V: *Strengthening Career and Technical Education for the 21st Century Act* is shown above. A secondary recipient's allocation must be \$15,000 or more to be eligible to use these funds without forming a consortium or entering into a cooperative arrangement. If the amount of a secondary allocation is less than \$50,000 and followed by an asterisk, a recipient may accept the allocation without entering into a coop or a consortium.

STEP 1: ACCEPT/DECLINE ALLOCATION

We will accept the allocation. By accepting, I agree to follow the Assurances included with this form.

We will decline the allocation.

STEP 2: OPTION

Only complete this step if allocation is accepted. Check one of the appropriate boxes for how the allocation will be used. If declining allocation, please skip to Step 3.

We will use the funds independently.

We will be the fiscal agent of _____ cooperative/consortium.

NOTE: Perkins law states that a fiscal agent of a consortium or cooperative **shall not** sub-grant back to the participating recipients the allocation amount they contributed. Review your budget and planned distribution of funds to consortium members to avoid this possible audit and non-compliance. Contact our office if assistance is needed.

We will be a member of the OSU-OKC cooperative/consortium and will **forward a copy of this completed document to the cooperative/consortium fiscal agent district.**

STEP 3: FISCAL AGENT SIGNATURE

Fiscal agents submitting this Allocation and Options Notice have until 5 P.M. on April 5, 2021 to complete the FY22 Perkins Application. Once you have digitally signed this form, it will be automatically submitted to the ODCTE Federal Legislation Assistance Office. No further action required.

Mike Eubank


Michael Eubank (Apr 7, 2021 12:10 CDT)

04/07/2021

Print/Type Name of Superintendent

Written or Digital Signature of Superintendent

Date

ODCTE

Federal Legislation Assistance Office

1500 West Seventh Avenue

Stillwater, OK 74074-4364

Carl.perkins@careertech.ok.gov



OKLAHOMA
CareerTech

Carl Perkins

Perkins V – Strengthening Career and Technical Education for the 21st Century Act Assurances of Compliance

The programs and services provided under this grant will be used to address the needs set forth in the application and fiscal related information will be provided within the fiscal year timelines established for new, reapplying, and/or continuing programs.

The LEA shall comply with all federal and state reporting requirements, a year-end report, quarterly fiscal reports, and other data surveys conducted through federal and state resources.

The LEA will file financial reports and claims for reimbursement in accordance with procedures prescribed by the department managing these funds.

The LEA will use fiscal control and fund accounting procedures that will ensure proper disbursement of, and accounting for, federal funds paid to that agency under each program.

Funds made available under this Act for career and technical education activities shall supplement, and shall not supplant, non-Federal funds expended to carry out career and technical education activities and tech-prep activities. [SEC 211(a)]

The eligible recipient will provide a career and technical education program that is of such size, scope, and quality to bring about improvement in the quality of career and technical education programs. [SEC 134(c)]

The LEA will provide for such fiscal control and fund accounting procedures as may be necessary to assure the proper accounting for federal funds paid to the local educational agency. [SEC 122(d)(13)(A)]

None of the funds expended under this title will be used to acquire equipment (including computer software) in any instance in which such acquisition results in a direct financial benefit to any organization representing the interests of the purchasing entity, the employees of the purchasing entity, or any affiliate of such an organization. [SEC. 122(d)(13)(B)]

Eligible recipients will assure that students who participate in such career and technical education programs are taught to the same challenging academic proficiencies as are taught for all other students. [SEC 134(b)(3)(d)]

All of the funds made available under this Act shall be used in accordance with the requirements of this Act. [SEC 6. LIMITATION.]

No funds made available under this Act shall be used (1) to require any secondary school student to choose or pursue a specific career path or major; and (2) to mandate that any individual participate in a career and technical education program, including a career and technical education program that requires the attainment of a federally funded skill level, standard, or certificate of mastery. [SEC 314. VOLUNTARY SELECTION AND PARTICIPATION]

No funds received under this Act may be used to provide career and technical education programs to students prior to the middle grades, except that equipment and facilities purchased with funds under this Act may be used by such students. [SEC 315. LIMITATION FOR CERTAIN STUDENTS]

Nothing in the Act shall be construed to supersede the privacy protections afforded parents and students under section 444 of the General Education Provisions Act (20 U.S.C. 1232g). [SEC 5. PRIVACY]

Nothing in this Act shall be construed to permit the development of a national database of personally identifiable information on individuals receiving services under this Act. [SEC 5. PRIVACY]

Nothing in this Act shall be construed to be inconsistent with applicable Federal law prohibiting discrimination on the basis of race, color, sex, national origin, age, or disability in the provision of Federal programs or services (SEC 316. FEDERAL LAWS GUARANTEEING CIVIL RIGHTS)

Nothing in this Act shall be construed—

- to prohibit a local educational agency or a consortium thereof that receives assistance under section 131 [secondary], from working with an eligible institution or consortium thereof that receives assistance under section 132 [postsecondary], to carry out career and technical education programs at the secondary level in accordance with this title;
- to prohibit an eligible institution or consortium thereof that receives assistance under section 132 [postsecondary], from working with a local educational agency or consortium thereof that receives assistance under section 131 [secondary], to carry out postsecondary and adult career and technical education programs in accordance with this title; or
- to require a charter school, that provides career and technical education programs and is considered a local educational agency under State law, to jointly establish the charter school's eligibility for assistance under this title unless the charter school is explicitly permitted to do so under the State's charter school statute. [SEC 133(c)(1-3)]

Nothing in this Act shall be construed to permit, allow, encourage, or authorize any Federal control over any aspect of a private, religious, or home school, regardless of whether a home school is treated as a private school or home school under State law. This section shall not be construed to bar students attending private, religious, or home schools from participation in programs or services under this Act. [SEC 313. CONSTRUCTION]

No funds provided under this Act shall be used for the purpose of directly providing incentives or inducements to an employer to relocate a business enterprise from one State to another State if such relocation will result in a reduction in the number of jobs available in the State where the business enterprise is located before such incentives or inducements are offered. [SEC 322. PROHIBITION ON USE OF FUNDS TO INDUCE OUT-OF-STATE RELOCATION OF BUSINESS]

The portion of any student financial assistance received under this Act that is made available for attendance costs described below shall not be considered as income or resources in determining eligibility for assistance under any other program funded in whole or in part with Federal funds. The attendance costs described in this subsection are-- (1) tuition and fees normally assessed a student carrying an academic workload as determined by the institution, and including costs for rental or purchase of any equipment, materials, or supplies required of all students in that course of study; and (2) an allowance for books, supplies, transportation, dependent care, and miscellaneous personal expenses for a student attending the institution on at least a half-time basis, as determined by the institution.

Funds made available under this Act may be used to pay for the costs of career and technical education services required in an individualized education plan developed pursuant to section 614(d) of

the Individuals with Disabilities Education Act and services necessary to meet the requirements of section 504 of the Rehabilitation Act of 1973 with respect to ensuring equal access to career and technical education. [SEC 324. STUDENT ASSISTANCE AND OTHER FEDERAL PROGRAMS]