



## FY20 Central Lakes Consortium

Prepared by Central Lakes Consortium  
for Minnesota State Strengthening Career and Technical Education for the 21st Century Act (Perkins V)

Submitted by Rebekah Kent

Submitted on 05/13/2019 10:50 AM Central Standard Time

## Opportunity Details

### Opportunity Information

**TITLE**

Strengthening Career and Technical Education for the 21st Century Act (Perkins V)

**DESCRIPTION**

The Perkins V Grant for Career and Technical Education provides funds for approved Career and Technical Education (CTE) programs. In Minnesota, funds are distributed on the basis of state-approved career and technical education programs and appropriate teacher licensure. Programs are administered under Minnesota Rules Chapter 3505 and the federal Strengthening Career and Technical Education for the 21st Century Act (Perkins V).

The Minnesota Department of Education (MDE) approves Career and Technical Education Programs (CTE) that meet teacher licensing and other criteria. These programs are eligible to access federal Perkins V funds. Districts that accept these federal dollars must report enrollment and student proficiency for CTE courses and programs to the department.

**FUND ACTIVITY CATEGORY**

Education

**OPPORTUNITY MANAGER**

Jeralyn Jargo

**OPPORTUNITY POSTED DATES**

3/7/2019 5:00:00 AM

**FUNDING OPPORTUNITY NUMBER**

July2019

**CFDA NUMBER**

84.048A

**PUBLIC LINK**

<https://www.gotomygrants.com/Public/Opportunities/details/133af0b6-11c1-48e9-b759-9aaba9666e2c>

**IS PUBLISHED**

Yes

### Award Information

**AWARD PERIOD**

07/01/2019 - 06/30/2020

**EXPECTED NUMBER OF AWARDS**

26

**MATCHING REQUIREMENT**

No

### Submission Information

**SUBMISSION WINDOW**

03/13/2019 8:00 PM - 05/16/2019 7:00 PM Central Standard Time

**SUBMISSION TIMELINE TYPE**

One-Time

## SUBMISSION TIMELINE ADDITIONAL INFORMATION

If, due to extenuating circumstances, you are unable to meet the May 16 deadline for submission, contact the State Director at 651-201-1650

## Eligibility Information

### ELIGIBILITY TYPE

Public

### ADDITIONAL ELIGIBILITY INFORMATION

Pursuant to Section 134 of the Perkins V Act, to receive funds under Perkins V, a consortium must develop and submit an annual, unified, local secondary/postsecondary Perkins application and budget. The application must address secondary and postsecondary Career and Technical Education programming. The approved local application—with statement of assurance signatures—serves as the consortium's formal application for receiving Perkins funding.

## Additional Information

### ADDITIONAL INFORMATION URL

<http://www.minnstate.edu/system/cte/index.html>

### ADDITIONAL INFORMATION URL DESCRIPTION

Minnesota State Colleges and Universities Career and Technical Education

## Project Information

### Application Information

APPLICATION NAME

FY20 Central Lakes Consortium

TOTAL AMOUNT OF AWARD REQUESTED

\$495,206.95

### Primary Contact Information

NAME

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Brainerd, MN 56401

PHONE NUMBER

218.855.8067

## Project Description

### Summary Narrative

REFER TO YOUR FY19, SUMMARY NARRATIVES PARTS ONE AND TWO IN ANSWERING THE FOLLOWING QUESTIONS:

1) HOW DOES YOUR CONSORTIUM APPLICATION PROPOSE TO USE YOUR LOCAL NEEDS ASSESSMENT TO SUPPORT THE CAREER AND TECHNICAL PROGRAMS SELECTED?

**Our consortium will address the local needs assessment as a continuation of the work being done on the Continuous Process Improvement Grant. Thus far the consortium task force has:**

- reviewed labor market information and the WIOA regional plan,
- identified pertinent information from current advisory board reports, and
- studied student courses and programs longitudinally at both the college and the school districts looking at student numbers as well as completers.

**The completion of this work will form the basis of our local needs assessment framework and allow us to better align grant resources to local workforce needs.**

2) HOW DOES YOUR CONSORTIUM APPLICATION REFLECT THE INCREASED ATTENTION ON RECRUITMENT AND RETENTION OF TEACHERS?

In FY2020 our consortium has set aside additional funding to support portfolio development for instructors currently licensed with at Tier 1 or 2 statuses. Workshops will be scheduled so these individuals can work with others for guidance and mentoring who have completed a portfolio licensure project. The consortium practice of encouraging involvement and support for consortium professional learning communities (PLC) will be continued. Funding support is provided for participation in regional and state conferences. In partnership with Sourcewell, the consortium will seek to bring student CTE instructors into districts for student teaching experiences. Instructor retention is enforced through financial support for requests for equipment and related technology to support a learning environment that is up to date and relevant to the field of study.

3) IF YOUR CONSORTIUM IS PROPOSING MAJOR CHANGES TO YOUR FY19 SUMMARY PART ONE OR TWO IDENTIFY THE QUESTION WHOSE RESPONSE YOU ARE CHANGING AND DESCRIBE THE CHANGE BELOW.

**Our consortium is increasing financial support for the portfolio development of teachers currently licensed at Tier 1 or 2 and those seeking license for a CTE course/program they are working in but not licensed for. This increased support is being requested by secondary administrators as they seek to rebuild and renew CTE programs.**

COMMENTS FOR REVIEWER

## Goal 1: Designing and Implementing Programs of Study

**DESCRIBE CHANGES FROM YOUR FY19 LOCAL CONSORTIUM PLAN THAT WILL BE IMPLEMENTED AS YOU TRANSITION TO PERKINS V. IN ADDITION, DOCUMENT YOUR PROGRESS AND PLANS ON DESIGNING, IMPLEMENTING, AND IMPROVING YOUR PROGRAM OF STUDY (POS). PROGRESS AND PLANS SHOULD INCLUDE PROVIDING PROFESSIONAL DEVELOPMENT, INITIATING LOCAL NEEDS ASSESSMENT, TECHNICAL SKILL ASSESSMENTS (TSAS) AND/OR INDUSTRY RECOGNIZED CREDENTIALS.**

**THE CONSORTIUM MUST BALANCE THE LOCAL NEEDS ASSESSMENT AND THE EXPECTATION THAT ALL LEARNERS HAVE EQUITABLE ACCESS TO CAREER OPPORTUNITIES.**

**THE GOAL BY 2022-2023 LOCAL APPLICATION IS TO HAVE EACH CONSORTIUM PROVIDE OPPORTUNITIES-POS- IN ALL SIX CAREER FIELDS. POS IS DEFINED AS "COORDINATED NONDUPLICATIVE SEQUENCE OF ACADEMIC AND TECHNICAL CONTENT AT THE SECONDARY TO POSTSECONDARY LEVEL."**

**RESOURCE: PERKINS V SECTION 3 (41). AGAIN, THE SEQUENCE MUST INCLUDE BOTH THE SECONDARY AND THE POSTSECONDARY CONTENT.**

### GOAL 1:

1. The consortium will be reevaluating program of study elements for the six POS areas that were defined in FY19. In FY19 the number of programs of study was reduced based on feedback from 2018 monitoring visit. In FY20 these programs of study will be submitted to the state for approval.
2. A contract with Precision Exams for unlimited technical skill assessments will be continued for FY20. A continuation of other types of assessments such as certified nursing assistant testing, ServSafe and OSHA 10.
3. Our consortium will address the local needs assessment as a continuation of the work being done on the Continuous Process Improvement Grant. Thus far the consortium task force has:
  - reviewed labor market information and the WIOA regional plan,
  - identified pertinent information from current advisory board reports, and
  - studied student courses and programs longitudinally at both the college and the school districts looking at student numbers as well as completers.

The completion of this work will form the basis of our local needs assessment framework and allow us to better align grant resources to local workforce needs.

4. In FY2020 our consortium has set aside funding to support portfolio development for instructors currently licensed with a Tier 1 or 2 statuses. Workshops will be scheduled so these individuals can work with others who have completed the portfolio for guidance and mentoring. The consortium practice of encouraging involvement and support for consortium professional learning communities (PLC) will be continued.

COMMENTS FOR REVIEWER

## Goal 2: Partner with business industry, and local communities

- **DESCRIBE CHANGES FROM YOUR FY19 LOCAL CONSORTIUM PLAN THAT WILL BE IMPLEMENTED AS YOU TRANSITION TO PERKINS V.**
- **EXAMPLES SHOULD INCLUDE, ADVISORY COMMITTEES, PARTNERSHIPS WITH ADULT BASIC EDUCATION (ABE), BUSINESS AND INDUSTRY, WORKFORCE CENTERS, AND CAREER AND TECHNICAL EDUCATION STUDENT ORGANIZATIONS (CTSOS).**
- **EXPERIENTIAL LEARNING AND FORMAL WORK-BASED LEARNING EXPERIENCES WITH BUSINESS AND INDUSTRY SHOULD BE DOCUMENTED.**

### GOAL 2:

- All activities identified in FY19 plan will be continued and enhanced by local needs assessment implementation. A group of consortia members will study and provide recommendations for advisory board structure and membership that best supports the programs of study in the region.
- Experiential learning and formal work-based learning experiences with business and industry are documented in the "P" file at the secondary level. Other student experiences obtained through Bridges Career Academy are informally documented to the consortium. These may or may not be 100% CTE focused but often have a CTE component. At the post-secondary level, program faculty will be asked to submit documentation of experiential learning and internships.

### COMMENTS FOR REVIEWER

### Goal 3: Improve Service to Special Populations

- DESCRIBE CHANGES FROM YOUR FY19 LOCAL CONSORTIUM PLAN THAT WILL BE IMPLEMENTED AS YOU TRANSITION TO PERKINS V NOTING THE NEW CATEGORIES OF SPECIAL POPULATIONS.
- IN ADDITION, DOCUMENT YOUR STRATEGIES TO ENSURE ACCESS AND SUCCESS OF NONTRADITIONAL AND SPECIAL POPULATES IN CTE.
- EXAMPLES SHOULD INCLUDE PROFESSIONAL DEVELOPMENT AROUND CAREER ADVISEMENT, CULTURALLY COMPETENT CURRICULUM REVISIONS, AND OUTREACH EFFORTS TO RECRUIT AND RETAIN SPECIAL POPULATIONS OF STUDENTS.

#### RESOURCE: PERKINS V SECTION 3 (48)

**SPECIAL POPULATIONS: INDIVIDUALS WITH DISABILITIES, ECONOMICALLY DISADVANTAGED INCLUDING LOW INCOME YOUTH AND ADULTS, INDIVIDUALS PREPARING FOR NON-TRADITIONAL FIELDS, SINGLE PARENTS INCLUDING SINGLE PREGNANT WOMEN, OUT OF WORKFORCE INDIVIDUALS, ENGLISH LEARNERS, HOMELESS INDIVIDUALS, YOUTH WHO ARE IN OR HAVE AGED OUT OF FOSTER CARE SYSTEM, YOUTH WITH A PARENT WHO IS A MEMBER OF THE ARMED FORCES AND IS ON ACTIVE DUTY.**

#### GOAL 3:

1. All activities/strategies identified in FY19 plan will be continued and enhanced by local needs assessment implementation.
2. Consortium will continue to expand and document strategies to ensure access and success of non-traditional students and special populations; for example expanding the Women in the Trades program.

#### COMMENTS FOR REVIEWER



## Goal 4: Continuum of Service Provision for Enabling Student Transitions

**DESCRIBE CHANGES FROM YOUR FY19 LOCAL CONSORTIUM PLAN THAT WILL BE IMPLEMENTED AS YOU TRANSITION TO PERKINS V.**

**EXAMPLES SHOULD INCLUDE EARLY COLLEGE CREDIT OPPORTUNITIES, ARTICULATION AGREEMENTS, CAREER AND COLLEGE READINESS ACTIVITIES, TRANSITION OF ADULT LEARNERS INTO THE WORKFORCE, AND BROKERING WITH OTHER CONSORTIA.**

GOAL 4:

1. All activities/strategies identified in FY19 plan will be continued.
2. CTEcreditMN will provide training to all nstructors on theutilization of the system and its' benefits.
3. All district will have the opportunity to use Precision Exams Life Skills Assessment for all their students. This assessment can be compared to the National College Readiness Certificate.

COMMENTS FOR REVIEWER

## Goal 5: Consortium Governance

**DESCRIBE YOUR CONSORTIUM'S CONFIGURATION, SYSTEMS, AND OPERATIONS. PUTTING STUDENTS' NEEDS FIRST, WHAT ACTIONS WILL YOU TAKE DURING THE TRANSITION YEAR TO ADDRESS THE 2020 CONSORTIA CRITERIA?**

**BE BOLD, INNOVATIVE, AND FOCUSED ON CONTINUOUS IMPROVEMENT AND PROVIDING EQUITABLE ACCESS.**

**IN THE 2020 MINNESOTA 4-YEAR STATE APPLICATION CONSORTIUM IS DEFINED AS HAVING:**

- **IN THE 2020 MINNESOTA 4-YEAR STATE APPLICATION CONSORTIUM IS DEFINED AS HAVING:**
- **MINIMUM OF ONE SCHOOL DISTRICT + ONE POSTSECONDARY MINNESOTA STATE COLLEGE**
- **MINIMUM OF 6 PROGRAMS OF STUDY**
  - **OF THESE 6 PROGRAMS OF STUDY, A MINIMUM OF 4 CAREER FIELDS MUST BE REPRESENTED**
  - **ALL COMPONENTS OF 3 OF THE 4 POS BY CAREER FIELD MUST BE PROVIDED WITHIN THE CONSORTIUM (IN OTHER WORDS ONLY 1 OF THE 4 POS CAN BE BROKERED.)**
- **GREATER THAN 1000 CTE PARTICIPANTS AT THE SECONDARY LEVEL (BASED ON MOST RECENT DATA YEAR) OR GREATER THAN 1800 FYE AT THE POSTSECONDARY LEVEL (BASED ON MOST RECENT DATA YEAR)**

GOAL 5:

1. The consortium has an active Perkins Liaison group made up of one CTE instructor representative from each member school district and representatives from Central Lakes College, Brainerd Lakes Area Chamber of Commerce and the Bridges Academy project. Central Lakes Perkins secondary and post-secondary coordinators collaborate extensively with initiatives. Examples include: Bridges Career Fairs, joint secondary and post-secondary advisory boards including budget development pertaining to articulation, service learning, transition workshops, monthly meetings, etc. Members of Adult Basic Education, the CareerForce Center, Rural MNCEP, DEED and other applicable agencies are invited to attend either the leadership team or the liaison meetings as appropriate. Tchnoogy Mobile is supported by Sourcewell, CLC and MState. This is an outreach program for K-12 school districts to build career enhancements aligned with state standards and career cluster pathways. Other collaborative efforts include career and college readiness, Rural MNCEP career advisors, Brides Academies/Connections, and Open Educational Resources in concurrent enrollment.
2. The Perkins Leadership team guides consortium activities, reviews district funding requests and assists with grant activities.
3. Consortium Perkins coordinators meet, develop, and write the grant application and the end of the year report.
4. Consortium Perkins coordinators work joint to finance and provide opportunities for student related to CTE and professional development of instructors and others who work with CTE. Activities include an annual College in the Schools in-service, Bridges Academy Workshops, articulation meetings, student career fairs, and other shared budgeted activities. Instructors are encouraged and supported to attend the CTE Works conference and sponsored MinnState/MDE programs of study development.
5. As the CPIP grant work continues studying, reviewing, and revising POS in the consortium, documentation will be provided as evidence of fulfillment of the work of this group and the application of its findings.

## Workforce Center Collaboration

ENTER INFORMATION INTO THIS TABLE AS IT APPLIES TO YOUR CONSORTIUM. THIS TABLE DOES NOT SELF-TABULATE. ADD TOTALS FROM POSTSECONDARY TOTAL (LINE 3) AND SECONDARY (LINE 6) AND ENTER THAT FIGURE IN TOTAL (LINE 7). IF THERE IS NO TOTAL OR DOLLAR AMOUNT IN A LINE, ENTER ZERO (0) IN THE CORRESPONDING SPOT.

### WORKFORCE CENTER COLLABORATION

	<b>Total(s)</b>
<b>(POSTSECONDARY) Total Perkins funds used in collaboration with WorkForce Centers</b>	0
<b>(POSTSECONDARY) Estimated expenditure/in-kind contributions used in collaboration with workforce Centers</b>	\$13,000
<b>Postsecondary Subtotal</b>	\$13,000
<b>(SECONDARY) Total Perkins funds used in collaboration with WorkForce Centers</b>	0
<b>(SECONDARY) Estimated expenditures/in-kind contributions used in collaboration with WorkForce Centers</b>	\$10,500
<b>Secondary Subtotal</b>	\$10,500
<b>TOTAL</b>	\$23,500

COMMENTS FOR REVIEWER



## Programs of Study- Career Pathway 1

### Career Pathway 1

CAREER FIELD: SELECT THE CAREER FIELD FROM THE DROP DOWN MENU.

Human Services

CAREER CLUSTER: SELECT THE CAREER CLUSTER FROM THE DROP DOWN MENU.

Human Services

CAREER PATHWAY: TYPE THE CAREER PATHWAY NAME IN THE TEXT BOX.

Consumer Services

ALIGNS WITH WHICH POSTSECONDARY CTE PROGRAM? TYPE THE POSTSECONDARY PROGRAM:

Culinary Arts Certificate

INDIVIDUALLY LIST THE HIGH SCHOOL(S) AND THE ASSOCIATED MINNESOTA DEPARTMENT OF EDUCATION (MDE) APPROVED PROGRAM CODE FROM TABLE C, THAT ALIGNS WITH THE CAREER CLUSTER IDENTIFIED ABOVE.

Aitkin HS  
 Brainerd HS  
 Pequot Lakes HS  
 Pierz HS  
 Pine River Backus  
 Staples Motley HS  
 Verndale HS

MDE Program Code: 090301

AT WHICH COLLEGE(S)? LIST THE POSTSECONDARY INSTITUTION(S) THAT THE PROGRAM OF STUDY ALIGNS WITH.

Central Lakes College

### RECOGNIZED SECONDARY CREDENTIALS

#### ENTER THE RECOGNIZED SECONDARY CREDENTIALS HERE:

- TSA: ENTER APPLICABLE TSA EXAMS (E.G., NOCTI, PRECISION EXAM, ETC.)
- LICENSURE: ENTER THE APPROPRIATE LICENSURE NAME (E.G., MN. RESIDENTIAL CONTRACTOR LICENSE)
- CERTIFICATION: ENTER THE APPROPRIATE CERTIFICATIONS AS APPLICABLE (E.G., OSHA 10, MSSC, ETC.)
- INDUSTRY RECOGNIZED CREDENTIAL: ENTER THE INDUSTRY RECOGNIZED CREDENTIAL NAME (E.G., EMT-B)

**NOTE: NOT ALL FIELDS ARE REQUIRED. AT MINIMUM, THERE SHOULD BE AT LEAST ONE CREDENTIAL IDENTIFIED AND LISTED.**

RECOGNIZED SECONDARY CREDENTIAL(S):

<b>TSA</b>	P.E. Food Service 245	P.E. Culinary Mgmt
<b>Licensure</b>		
<b>Certification</b>	ServSafe Food Handler	ServSafe Food Manager
<b>Industry Recognized Credential</b>		

### RECOGNIZED POSTSECONDARY CREDENTIALS

**ENTER THE RECOGNIZED POSTSECONDARY CREDENTIALS HERE:**

- **ACADEMIC AWARD:** ENTER ANY OR ALL ACADEMIC AWARDS (I.E., CERTIFICATE, DIPLOMA, DEGREE)
- **TSA:** ENTER APPLICABLE TSA EXAMS (E.G., NOCTI, PRECISION EXAM, ETC.)
- **LICENSURE:** ENTER THE APPROPRIATE LICENSURE NAME (E.G., MN RESIDENTIAL CONTRACTOR LICENSE)
- **CERTIFICATION:** ENTER THE APPROPRIATE CERTIFICATIONS AS APPLICABLE (E.G., OSHA 10, MSSC, ETC.)
- **INDUSTRY RECOGNIZED CREDENTIAL:** ENTER THE INDUSTRY RECOGNIZED CREDENTIAL NAME (E.G., EMT-B)

**NOTE: NOT ALL FIELDS ARE REQUIRED. AT MINIMUM, THE ACADEMIC AWARD FIELD SHOULD HAVE AN AWARD IDENTIFIED.**

RECOGNIZED POSTSECONDARY CREDENTIAL(S):

<b>Academic Award</b>	Culinary Arts Cert
<b>TSA</b>	ServSafe Manager
<b>Licensure</b>	
<b>Certification</b>	ServSafe Manager Cert.
<b>Industry Recognized Credential</b>	

OTHER ASSESSMENTS (ONLY IF NOT PREVIOUSLY LISTED):

COMMENTS FOR REVIEWER

## Programs of Study- Career Pathway 2

### Career Pathway 2

CAREER FIELD: SELECT THE CAREER FIELD FROM THE DROP DOWN MENU.

Business, Management, and Administration

CAREER CLUSTER: SELECT THE CAREER CLUSTER FROM THE DROP DOWN MENU.

Finance

CAREER PATHWAY: TYPE THE CAREER PATHWAY NAME IN THE TEXT BOX.

Accounting

ALIGNS WITH WHICH POSTSECONDARY CTE PROGRAM? TYPE THE POSTSECONDARY PROGRAM:

Accounting, Bookkeeping, Business Management

INDIVIDUALLY LIST THE HIGH SCHOOL(S) AND THE ASSOCIATED MINNESOTA DEPARTMENT OF EDUCATION (MDE) APPROVED PROGRAM CODE FROM TABLE C, THAT ALIGNS WITH THE CAREER CLUSTER IDENTIFIED ABOVE.

Aitkin HS  
Bertha Hewitt HS  
Brainerd HS  
Browerville HS  
Henning HS  
Isle HS  
Little Falls HS  
Menahga HS  
Pequot Lakes HS  
Pierz HS  
Pillager HS  
Pine River Backus HS  
Sebeka HS  
Wadena Deer Creek HS

MDE Program Code: 140100

AT WHICH COLLEGE(S)? LIST THE POSTSECONDARY INSTITUTION(S) THAT THE PROGRAM OF STUDY ALIGNS WITH.

Central Lakes College

### RECOGNIZED SECONDARY CREDENTIALS

#### ENTER THE RECOGNIZED SECONDARY CREDENTIALS HERE:

- TSA: ENTER APPLICABLE TSA EXAMS (E.G., NOCTI, PRECISION EXAM, ETC.)
- LICENSURE: ENTER THE APPROPRIATE LICENSURE NAME (E.G., MN. RESIDENTIAL CONTRACTOR LICENSE)
- CERTIFICATION: ENTER THE APPROPRIATE CERTIFICATIONS AS APPLICABLE (E.G., OSHA 10, MSSC, ETC.)
- INDUSTRY RECOGNIZED CREDENTIAL: ENTER THE INDUSTRY RECOGNIZED CREDENTIAL NAME (E.G., EMT-B)

**NOTE:** NOT ALL FIELDS ARE REQUIRED. AT MINIMUM, THERE SHOULD BE AT LEAST ONE CREDENTIAL IDENTIFIED AND LISTED.

RECOGNIZED SECONDARY CREDENTIAL(S)

TSA	P.E. Accounting I & II 210, 212	P.E. Advanced Acct 213	P.E. Business Concepts 200
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<b>Licensure</b>			
<b>Certification</b>			
<b>Industry Recognized Credential</b>			

RECOGNIZED POSTSECONDARY CREDENTIALS

ENTER THE RECOGNIZED POSTSECONDARY CREDENTIALS HERE:

- **ACADEMIC AWARD:** ENTER ANY OR ALL ACADEMIC AWARDS (I.E., CERTIFICATE, DIPLOMA, DEGREE)
- **TSA:** ENTER APPLICABLE TSA EXAMS (E.G., NOCTI, PRECISION EXAM, ETC.)
- **LICENSURE:** ENTER THE APPROPRIATE LICENSURE NAME (E.G., MN RESIDENTIAL CONTRACTOR LICENSE)
- **CERTIFICATION:** ENTER THE APPROPRIATE CERTIFICATIONS AS APPLICABLE (E.G., OSHA 10, MSSC, ETC.)
- **INDUSTRY RECOGNIZED CREDENTIAL:** ENTER THE INDUSTRY RECOGNIZED CREDENTIAL NAME (E.G., EMT-B)

**NOTE: NOT ALL FIELDS ARE REQUIRED. AT MINIMUM, THE ACADEMIC AWARD FIELD SHOULD HAVE AN AWARD IDENTIFIED.**

RECOGNIZED POSTSECONDARY CREDENTIAL(S)

<b>Academic Award</b>	Accounting AAS	Bookkeeping Certificate	Business Management AAS
<b>TSA</b>	NOCTI; P.E.	NOCTI; P.E.	NOCTI; P.E.
<b>Licensure</b>			
<b>Certification</b>			
<b>Industry Recognized Credential</b>			

OTHER ASSESSMENTS (ONLY IF NOT PREVIOUSLY LISTED)

COMMENTS FOR REVIEWER



## Programs of Study- Career Pathway 3

### Career Pathway 3

CAREER FIELD: SELECT THE CAREER FIELD FROM THE DROP DOWN MENU.

Business, Management, and Administration

CAREER CLUSTER: SELECT THE CAREER CLUSTER FROM THE DROP DOWN MENU.

Business, Management, and Administration

CAREER PATHWAY: TYPE THE CAREER PATHWAY NAME IN THE TEXT BOX.

General Management & Administrative Support

ALIGNS WITH WHICH POSTSECONDARY CTE PROGRAM? TYPE THE POSTSECONDARY PROGRAM:

Business Management; Office Assistant

INDIVIDUALLY LIST THE HIGH SCHOOL(S) AND THE ASSOCIATED MINNESOTA DEPARTMENT OF EDUCATION (MDE) APPROVED PROGRAM CODE FROM TABLE C, THAT ALIGNS WITH THE CAREER CLUSTER IDENTIFIED ABOVE.

Aitkin HS

Browerville HS

Freshwater Ed District

Henning HS

Isle HS

Little Falls HS

Menahga HS

Pierz HS

Pillager HS

Pine River Backus HS

Sebeka HS

Verndale HS

Wadena Deer Creek

HS

MDE Program Code: 140710

AT WHICH COLLEGE(S)? LIST THE POSTSECONDARY INSTITUTION(S) THAT THE PROGRAM OF STUDY ALIGNS WITH.

Central Lakes College

### RECOGNIZED SECONDARY CREDENTIALS

#### ENTER THE RECOGNIZED SECONDARY CREDENTIALS HERE:

- TSA: ENTER APPLICABLE TSA EXAMS (E.G., NOCTI, PRECISION EXAM, ETC.)
- LICENSURE: ENTER THE APPROPRIATE LICENSURE NAME (E.G., MN. RESIDENTIAL CONTRACTOR LICENSE)
- CERTIFICATION: ENTER THE APPROPRIATE CERTIFICATIONS AS APPLICABLE (E.G., OSHA 10, MSSC, ETC.)
- INDUSTRY RECOGNIZED CREDENTIAL: ENTER THE INDUSTRY RECOGNIZED CREDENTIAL NAME (E.G., EMT-B)

**NOTE: NOT ALL FIELDS ARE REQUIRED. AT MINIMUM, THERE SHOULD BE AT LEAST ONE CREDENTIAL IDENTIFIED AND LISTED.**

RECOGNIZED SECONDARY CREDENTIAL(S):

TSA	P.E. Business Office Specialist 252	P.E. Desktop Publishing I&II 248, 249	P.E. Computer Technology I&II 250, 251
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<b>Licensure</b>			
<b>Certification</b>	Certiport	Microsoft Certified Professional	
<b>Industry Recognized Credential</b>			

RECOGNIZED POSTSECONDARY CREDENTIALS

ENTER THE RECOGNIZED POSTSECONDARY CREDENTIALS HERE:

- **ACADEMIC AWARD:** ENTER ANY OR ALL ACADEMIC AWARDS (I.E., CERTIFICATE, DIPLOMA, DEGREE)
- **TSA:** ENTER APPLICABLE TSA EXAMS (E.G., NOCTI, PRECISION EXAM, ETC.)
- **LICENSURE:** ENTER THE APPROPRIATE LICENSURE NAME (E.G., MN RESIDENTIAL CONTRACTOR LICENSE)
- **CERTIFICATION:** ENTER THE APPROPRIATE CERTIFICATIONS AS APPLICABLE (E.G., OSHA 10, MSSC, ETC.)
- **INDUSTRY RECOGNIZED CREDENTIAL:** ENTER THE INDUSTRY RECOGNIZED CREDENTIAL NAME (E.G., EMT-B)

**NOTE: NOT ALL FIELDS ARE REQUIRED. AT MINIMUM, THE ACADEMIC AWARD FIELD SHOULD HAVE AN AWARD IDENTIFIED.**

RECOGNIZED POSTSECONDARY CREDENTIAL(S)

<b>Academic Award</b>	Business Management AAS	Office Assistant Certificate
<b>TSA</b>	NOCTI; Precision Exam	NOCTI; Precision Exam
<b>Licensure</b>		
<b>Certification</b>		
<b>Industry Recognized Credential</b>		

OTHER ASSESSMENTS (ONLY IF NOT PREVIOUSLY LISTED)

COMMENTS FOR REVIEWER

## Programs of Study- Career Pathway 4

### Career Pathway 4

CAREER FIELD: SELECT THE CAREER FIELD FROM THE DROP DOWN MENU.

Agriculture, Food, and Natural Resources

CAREER CLUSTER: SELECT THE CAREER CLUSTER FROM THE DROP DOWN MENU.

Agriculture, Food, and Natural Resources

CAREER PATHWAY: TYPE THE CAREER PATHWAY NAME IN THE TEXT BOX.

Natural Resources

ALIGNS WITH WHICH POSTSECONDARY CTE PROGRAM? TYPE THE POSTSECONDARY PROGRAM:

Natural Resources

INDIVIDUALLY LIST THE HIGH SCHOOL(S) AND THE ASSOCIATED MINNESOTA DEPARTMENT OF EDUCATION (MDE) APPROVED PROGRAM CODE FROM TABLE C, THAT ALIGNS WITH THE CAREER CLUSTER IDENTIFIED ABOVE.

Bertha Hewitt HS  
 Brainerd HS  
 Browerville HS  
 Little Falls HS  
 Sebeko HS  
 Staples Motley HS  
 Upsala HS  
  
 Verndale HS

Program Code: 010600

AT WHICH COLLEGE(S)? LIST THE POSTSECONDARY INSTITUTION(S) THAT THE PROGRAM OF STUDY ALIGNS WITH.

Central Lakes College

### RECOGNIZED SECONDARY CREDENTIALS

#### ENTER THE RECOGNIZED SECONDARY CREDENTIALS HERE:

- TSA: ENTER APPLICABLE TSA EXAMS (E.G., NOCTI, PRECISION EXAM, ETC.)
- LICENSURE: ENTER THE APPROPRIATE LICENSURE NAME (E.G., MN. RESIDENTIAL CONTRACTOR LICENSE)
- CERTIFICATION: ENTER THE APPROPRIATE CERTIFICATIONS AS APPLICABLE (E.G., OSHA 10, MSSC, ETC.)
- INDUSTRY RECOGNIZED CREDENTIAL: ENTER THE INDUSTRY RECOGNIZED CREDENTIAL NAME (E.G., EMT-B)

**NOTE: NOT ALL FIELDS ARE REQUIRED. AT MINIMUM, THERE SHOULD BE AT LEAST ONE CREDENTIAL IDENTIFIED AND LISTED.**

RECOGNIZED SECONDARY CREDENTIAL(S):

<b>TSA</b>	P.E. Natural Resource Science 170	P.E. Natural Resource Science 173
<b>Licensure</b>		
<b>Certification</b>		
<b>Industry Recognized Credential</b>		

**RECOGNIZED POSTSECONDARY CREDENTIALS**

**ENTER THE RECOGNIZED POSTSECONDARY CREDENTIALS HERE:**

- **ACADEMIC AWARD:** ENTER ANY OR ALL ACADEMIC AWARDS (I.E., CERTIFICATE, DIPLOMA, DEGREE)
- **TSA:** ENTER APPLICABLE TSA EXAMS (E.G., NOCTI, PRECISION EXAM, ETC.)
- **LICENSURE:** ENTER THE APPROPRIATE LICENSURE NAME (E.G., MN RESIDENTIAL CONTRACTOR LICENSE)
- **CERTIFICATION:** ENTER THE APPROPRIATE CERTIFICATIONS AS APPLICABLE (E.G., OSHA 10, MSSC, ETC.)
- **INDUSTRY RECOGNIZED CREDENTIAL:** ENTER THE INDUSTRY RECOGNIZED CREDENTIAL NAME (E.G., EMT-B)

**NOTE: NOT ALL FIELDS ARE REQUIRED. AT MINIMUM, THE ACADEMIC AWARD FIELD SHOULD HAVE AN AWARD IDENTIFIED.**

**RECOGNIZED POSTSECONDARY CREDENTIAL(S)**

<b>Academic Award</b>	Natural Resources AAS	Horticulture AAS
<b>TSA</b>	NOCTI; Precision Exam	NOCTI; Precision Exam
<b>Licensure</b>		
<b>Certification</b>		
<b>Industry Recognized Credential</b>		

OTHER ASSESSMENTS (ONLY IF NOT PREVIOUSLY LISTED)

COMMENTS FOR REVIEWER

## Programs of Study- Career Pathway 5

### Career Pathway 5

CAREER FIELD: SELECT THE CAREER FIELD FROM THE DROP DOWN MENU.

Engineering, Manufacturing, and Technology

CAREER CLUSTER: SELECT THE CAREER CLUSTER FROM THE DROP DOWN MENU.

Manufacturing

CAREER PATHWAY: TYPE THE CAREER PATHWAY NAME IN THE TEXT BOX.

Production

ALIGNS WITH WHICH POSTSECONDARY CTE PROGRAM? TYPE THE POSTSECONDARY PROGRAM:

Machine Operations;Machine Tool Technologies; Robotics & Automated Systems; Welding

INDIVIDUALLY LIST THE HIGH SCHOOL(S) AND THE ASSOCIATED MINNESOTA DEPARTMENT OF EDUCATION (MDE) APPROVED PROGRAM CODE FROM TABLE C, THAT ALIGNS WITH THE CAREER CLUSTER IDENTIFIED ABOVE.

Onamia HS

Swanville HS

Pequot Lakes HS

Henning HS

Staples Motley HS

Pierz HS

Wadena Deer Creek HS

MDE Program Code: 171306

AT WHICH COLLEGE(S)? LIST THE POSTSECONDARY INSTITUTION(S) THAT THE PROGRAM OF STUDY ALIGNS WITH.

Central Lakes College

### RECOGNIZED SECONDARY CREDENTIALS

#### ENTER THE RECOGNIZED SECONDARY CREDENTIALS HERE:

- TSA: ENTER APPLICABLE TSA EXAMS (E.G., NOCTI, PRECISION EXAM, ETC.)
- LICENSURE: ENTER THE APPROPRIATE LICENSURE NAME (E.G., MN. RESIDENTIAL CONTRACTOR LICENSE)
- CERTIFICATION: ENTER THE APPROPRIATE CERTIFICATIONS AS APPLICABLE (E.G., OSHA 10, MSSC, ETC.)
- INDUSTRY RECOGNIZED CREDENTIAL: ENTER THE INDUSTRY RECOGNIZED CREDENTIAL NAME (E.G., EMT-B)

**NOTE: NOT ALL FIELDS ARE REQUIRED. AT MINIMUM, THERE SHOULD BE AT LEAST ONE CREDENTIAL IDENTIFIED AND LISTED.**

RECOGNIZED SECONDARY CREDENTIAL(S):

<b>TSA</b>	P.E. Welding Technician 595	P.E. Welding Technician 597	P.E. Manufacturing Technology 620
<b>Licensure</b>			

<b>Certification</b>			
<b>Industry Recognized Credential</b>			

**RECOGNIZED POSTSECONDARY CREDENTIALS**

**ENTER THE RECOGNIZED POSTSECONDARY CREDENTIALS HERE:**

- **ACADEMIC AWARD:** ENTER ANY OR ALL ACADEMIC AWARDS (I.E., CERTIFICATE, DIPLOMA, DEGREE)
- **TSA:** ENTER APPLICABLE TSA EXAMS (E.G., NOCTI, PRECISION EXAM, ETC.)
- **LICENSURE:** ENTER THE APPROPRIATE LICENSURE NAME (E.G., MN RESIDENTIAL CONTRACTOR LICENSE)
- **CERTIFICATION:** ENTER THE APPROPRIATE CERTIFICATIONS AS APPLICABLE (E.G., OSHA 10, MSSC, ETC.)
- **INDUSTRY RECOGNIZED CREDENTIAL:** ENTER THE INDUSTRY RECOGNIZED CREDENTIAL NAME (E.G., EMT-B)

**NOTE: NOT ALL FIELDS ARE REQUIRED. AT MINIMUM, THE ACADEMIC AWARD FIELD SHOULD HAVE AN AWARD IDENTIFIED.**

**RECOGNIZED POSTSECONDARY CREDENTIAL(S)**

<b>Academic Award</b>	Machine Operations Diploma	Machine Tool Technologies Diploma and AAS	Welding Diploma and AAS
<b>TSA</b>	NOCTI; Precision Exam	NOCTI; Precision Exam	NOCTI; Precision Exam
<b>Licensure</b>			
<b>Certification</b>			
<b>Industry Recognized Credential</b>			

OTHER ASSESSMENTS (ONLY IF NOT PREVIOUSLY LISTED)

COMMENTS FOR REVIEWER

## Programs of Study- Career Pathway 6

### Career Pathway 6

CAREER FIELD: SELECT THE CAREER FIELD FROM THE DROP DOWN MENU.

Engineering, Manufacturing, and Technology

CAREER CLUSTER: SELECT THE CAREER CLUSTER FROM THE DROP DOWN MENU.

Architecture and Construction

CAREER PATHWAY: TYPE THE CAREER PATHWAY NAME IN THE TEXT BOX.

Construction

ALIGNS WITH WHICH POSTSECONDARY CTE PROGRAM? TYPE THE POSTSECONDARY PROGRAM:

Heavy Equipment Operations

INDIVIDUALLY LIST THE HIGH SCHOOL(S) AND THE ASSOCIATED MINNESOTA DEPARTMENT OF EDUCATION (MDE) APPROVED PROGRAM CODE FROM TABLE C, THAT ALIGNS WITH THE CAREER CLUSTER IDENTIFIED ABOVE.

Brainerd HS

Sebeka HS

Menahga HS

Pierz HS

Verndale HS

Pequot Lakes HS

LPGE HS

MDE Program Code: 171710

AT WHICH COLLEGE(S)? LIST THE POSTSECONDARY INSTITUTION(S) THAT THE PROGRAM OF STUDY ALIGNS WITH.

Central Lakes College

### RECOGNIZED SECONDARY CREDENTIALS

#### ENTER THE RECOGNIZED SECONDARY CREDENTIALS HERE:

- TSA: ENTER APPLICABLE TSA EXAMS (E.G., NOCTI, PRECISION EXAM, ETC.)
- LICENSURE: ENTER THE APPROPRIATE LICENSURE NAME (E.G., MN. RESIDENTIAL CONTRACTOR LICENSE)
- CERTIFICATION: ENTER THE APPROPRIATE CERTIFICATIONS AS APPLICABLE (E.G., OSHA 10, MSSC, ETC.)
- INDUSTRY RECOGNIZED CREDENTIAL: ENTER THE INDUSTRY RECOGNIZED CREDENTIAL NAME (E.G., EMT-B)

**NOTE: NOT ALL FIELDS ARE REQUIRED. AT MINIMUM, THERE SHOULD BE AT LEAST ONE CREDENTIAL IDENTIFIED AND LISTED.**

#### RECOGNIZED SECONDARY CREDENTIAL

<b>TSA</b>	P.E. Architech Design 631	P.E. Carpentry 512	P.E. Woodworking 520
<b>Licensure</b>			
<b>Certification</b>			
<b>Industry Recognized Credential</b>			

RECOGNIZED POSTSECONDARY CREDENTIALS

ENTER THE RECOGNIZED POSTSECONDARY CREDENTIALS HERE:

- **ACADEMIC AWARD:** ENTER ANY OR ALL ACADEMIC AWARDS (I.E., CERTIFICATE, DIPLOMA, DEGREE)
- **TSA:** ENTER APPLICABLE TSA EXAMS (E.G., NOCTI, PRECISION EXAM, ETC.)
- **LICENSURE:** ENTER THE APPROPRIATE LICENSURE NAME (E.G., MN RESIDENTIAL CONTRACTOR LICENSE)
- **CERTIFICATION:** ENTER THE APPROPRIATE CERTIFICATIONS AS APPLICABLE (E.G., OSHA 10, MSSC, ETC.)
- **INDUSTRY RECOGNIZED CREDENTIAL:** ENTER THE INDUSTRY RECOGNIZED CREDENTIAL NAME (E.G., EMT-B)

**NOTE: NOT ALL FIELDS ARE REQUIRED. AT MINIMUM, THE ACADEMIC AWARD FIELD SHOULD HAVE AN AWARD IDENTIFIED.**

RECOGNIZED POSTSECONDARY CREDENTIAL(S)

<b>Academic Award</b>	Heavy Equipment Operations & Maintenance Diploma
<b>TSA</b>	NOCTI; Precision Exam
<b>Licensure</b>	
<b>Certification</b>	
<b>Industry Recognized Credential</b>	

OTHER ASSESSMENTS (ONLY IF NOT PREVIOUSLY LISTED)

COMMENTS FOR REVIEWER



## Programs of Study- Career Pathway 7

### Career Pathway 7

CAREER FIELD: SELECT THE CAREER FIELD FROM THE DROP DOWN MENU.

Agriculture, Food, and Natural Resources

CAREER CLUSTER: SELECT THE CAREER CLUSTER FROM THE DROP DOWN MENU.

Agriculture, Food, and Natural Resources

CAREER PATHWAY: TYPE THE CAREER PATHWAY NAME IN THE TEXT BOX.

ALIGNS WITH WHICH POSTSECONDARY CTE PROGRAM? TYPE THE POSTSECONDARY PROGRAM:

INDIVIDUALLY LIST THE HIGH SCHOOL(S) AND THE ASSOCIATED MINNESOTA DEPARTMENT OF EDUCATION (MDE) APPROVED PROGRAM CODE FROM TABLE C, THAT ALIGNS WITH THE CAREER CLUSTER IDENTIFIED ABOVE.

AT WHICH COLLEGE(S)? LIST THE POSTSECONDARY INSTITUTION(S) THAT THE PROGRAM OF STUDY ALIGNS WITH.

#### RECOGNIZED SECONDARY CREDENTIALS

ENTER THE RECOGNIZED SECONDARY CREDENTIALS HERE:

- **TSA: ENTER APPLICABLE TSA EXAMS (E.G., NOCTI, PRECISION EXAM, ETC.)**
- **LICENSURE: ENTER THE APPROPRIATE LICENSURE NAME (E.G., MN. RESIDENTIAL CONTRACTOR LICENSE)**
- **CERTIFICATION: ENTER THE APPROPRIATE CERTIFICATIONS AS APPLICABLE (E.G., OSHA 10, MSSC, ETC.)**
- **INDUSTRY RECOGNIZED CREDENTIAL: ENTER THE INDUSTRY RECOGNIZED CREDENTIAL NAME (E.G., EMT-B)**

**NOTE: NOT ALL FIELDS ARE REQUIRED. AT MINIMUM, THERE SHOULD BE AT LEAST ONE CREDENTIAL IDENTIFIED AND LISTED.**

RECOGNIZED SECONDARY CREDENTIAL(S):

<b>TSA</b>	
<b>Licensure</b>	
<b>Certification</b>	
<b>Industry Recognized Credential</b>	

#### RECOGNIZED POSTSECONDARY CREDENTIALS

ENTER THE RECOGNIZED POSTSECONDARY CREDENTIALS HERE:

- **ACADEMIC AWARD: ENTER ANY OR ALL ACADEMIC AWARDS (I.E., CERTIFICATE, DIPLOMA, DEGREE)**
- **TSA: ENTER APPLICABLE TSA EXAMS (E.G., NOCTI, PRECISION EXAM, ETC.)**
- **LICENSURE: ENTER THE APPROPRIATE LICENSURE NAME (E.G., MN RESIDENTIAL CONTRACTOR LICENSE)**
- **CERTIFICATION: ENTER THE APPROPRIATE CERTIFICATIONS AS APPLICABLE (E.G., OSHA 10, MSSC, ETC.)**
- **INDUSTRY RECOGNIZED CREDENTIAL: ENTER THE INDUSTRY RECOGNIZED CREDENTIAL NAME (E.G., EMT-B)**

**NOTE: NOT ALL FIELDS ARE REQUIRED. AT MINIMUM, THE ACADEMIC AWARD FIELD SHOULD HAVE AN AWARD IDENTIFIED.**

RECOGNIZED POSTSECONDARY CREDENTIAL(S)

<b>Academic Award</b>				
<b>TSA</b>				
<b>Licensure</b>				
<b>Certification</b>				
<b>Industry Recognized Credential</b>				

OTHER ASSESSMENTS (ONLY IF NOT PREVIOUSLY LISTED)

COMMENTS FOR REVIEWER

## Additional Documentation

**ADDITIONAL DOCUMENTATION MAY BE UPLOADED HERE. THE REQUIRED UPLOADS ARE: STATEMENTS OF ASSURANCE, SECONDARY SUPPLEMENT BUDGET, AND CONSORTIUM CONSOLIDATED EQUIPMENT INVENTORY. STATEMENTS OF ASSURANCE SHOULD BE COMBINED AND UPLOADED AS ONE SINGLE PDF. THE REMAINING FIELDS ARE AVAILABLE AS NEEDED IF APPLICANTS HAVE ADDITIONAL MATERIAL TO SHARE.**

STATEMENTS OF ASSURANCE:

Central Lakes Consortium Statement of Assurances FY2020

SECONDARY SUPPLEMENTAL BUDGET:

Perkins Secondary Budget Summary spreadsheet - FY20-locked v.3

CONSORTIUM CONSOLIDATED EQUIPMENT INVENTORY

CLC Consortium Carl Perkins Equipment Log Secondary and Postsecondary2011-2019 FINALv.2

ADDITIONAL MATERIAL:

FY20 Postsec Perkins Budget

ADDITIONAL MATERIAL:

Progress on Programs of Study Reduction (1)

ADDITIONAL MATERIAL:

## Budget

### Proposed Budget

	Grant Funded	Total Budgeted
Goal 1		
Non-personnel and equipment	\$145,945.74	\$145,945.74
<b>Subtotal</b>	<b>\$145,945.74</b>	<b>\$145,945.74</b>
Goal 2		
Non-personnel	\$20,000.00	\$20,000.00
<b>Subtotal</b>	<b>\$20,000.00</b>	<b>\$20,000.00</b>
Goal 3		
Non-Personnel	\$5,000.00	\$5,000.00
<b>Subtotal</b>	<b>\$5,000.00</b>	<b>\$5,000.00</b>
Goal 4		
Non Personnel	\$16,650.00	\$16,650.00
<b>Subtotal</b>	<b>\$16,650.00</b>	<b>\$16,650.00</b>
Goal 5		
Non-pesonnel	\$5,000.00	\$5,000.00
<b>Subtotal</b>	<b>\$5,000.00</b>	<b>\$5,000.00</b>
Goal 1		
Rebekah Kent and Brent Balmer	\$39,414.00	\$39,414.00
<b>Subtotal</b>	<b>\$39,414.00</b>	<b>\$39,414.00</b>
Goal 5		
Taija Anderson	\$14,050.00	\$14,050.00
<b>Subtotal</b>	<b>\$14,050.00</b>	<b>\$14,050.00</b>
Total Proposed Cost	\$246,059.74	\$246,059.74

### Proposed Budget Narrative

#### Goal 1

Create a budget line item for each of the following elements by copy/pasting each into the Name field. The 'Item Type' drop down may be left as is (Non-Personnel) for each individually created line item. Every element should be created as a line item, even if the dollar value is \$0.00. Do not enter any budget items under the 'Match' column. a. Secondary Personnel (Salary and Benefits) b. Secondary Non-Personnel c. Secondary Equipment d. Secondary Admin (5% max) UFARS 895 e. Postsecondary Personnel (Salary and Benefits) f. Postsecondary Non-Personnel g. Postsecondary Equipment h. Postsecondary Admin (5% max)

**KEDEKAN Kent and Brent Baumer**

Salary and fringe

**Non-personnel and equipment**

Non-Personnel \$33,945.74 Equipment \$112,000.00

**Goal 2**

Create a budget line item for each of the following elements by copy/pasting each into the Name field. The 'Item Type' drop down may be left as is (Non-Personnel) for each individually created line item. Every element should be created as a line item, even if the dollar value is \$0.00. Do not enter any budget items under the 'Match' column. a. Secondary Personnel (Salary and Benefits) b. Secondary Non-Personnel c. Secondary Equipment d. Secondary Admin (5% max) UFARS 895 e. Postsecondary Personnel (Salary and Benefits) f. Postsecondary Non-Personnel g. Postsecondary Equipment h. Postsecondary Admin (5% max)

**Goal 3**

Create a budget line item for each of the following elements by copy/pasting each into the Name field. The 'Item Type' drop down may be left as is (Non-Personnel) for each individually created line item. Every element should be created as a line item, even if the dollar value is \$0.00. Do not enter any budget items under the 'Match' column. a. Secondary Personnel (Salary and Benefits) b. Secondary Non-Personnel c. Secondary Equipment d. Secondary Admin (5% max) UFARS 895 e. Postsecondary Personnel (Salary and Benefits) f. Postsecondary Non-Personnel g. Postsecondary Equipment h. Postsecondary Admin (5% max)

**Goal 4**

Create a budget line item for each of the following elements by copy/pasting each into the Name field. The 'Item Type' drop down may be left as is (Non-Personnel) for each individually created line item. Every element should be created as a line item, even if the dollar value is \$0.00. Do not enter any budget items under the 'Match' column. a. Secondary Personnel (Salary and Benefits) b. Secondary Non-Personnel c. Secondary Equipment d. Secondary Admin (5% max) UFARS 895 e. Postsecondary Personnel (Salary and Benefits) f. Postsecondary Non-Personnel g. Postsecondary Equipment h. Postsecondary Admin (5% max)

**Goal 5**

Create a budget line item for each of the following elements by copy/pasting each into the Name field. The 'Item Type' drop down may be left as is (Non-Personnel) for each individually created line item. Every element should be created as a line item, even if the dollar value is \$0.00. Do not enter any budget items under the 'Match' column. a. Secondary Personnel (Salary and Benefits) b. Secondary Non-Personnel c. Secondary Equipment d. Secondary Admin (5% max) UFARS 895 e. Postsecondary Personnel (Salary and Benefits) f. Postsecondary Non-Personnel g. Postsecondary Equipment h. Postsecondary Admin (5% max)

**Taija Anderson**

Personnel salary and fringe