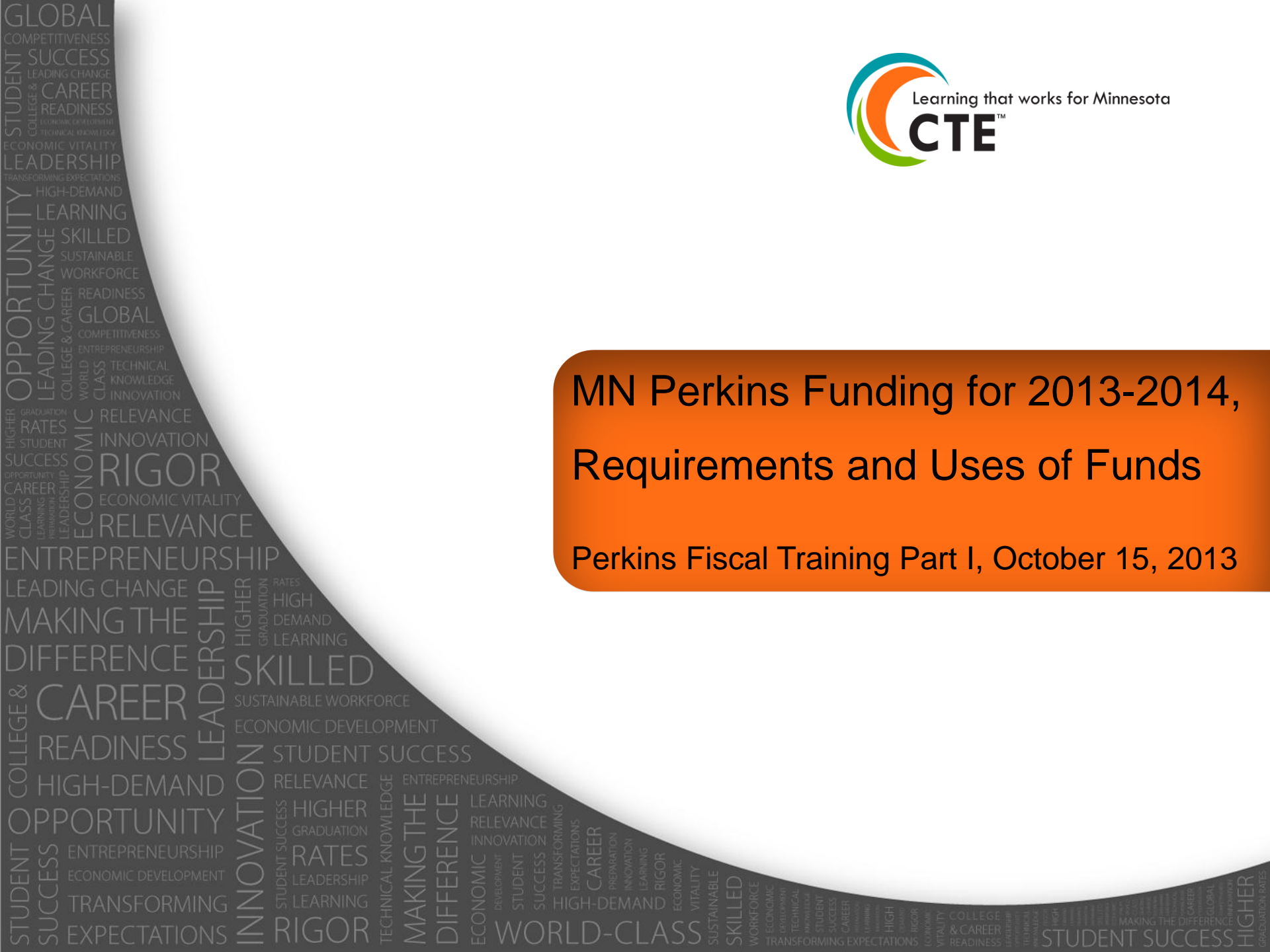




MN Perkins Funding for 2013-2014, Requirements and Uses of Funds

Perkins Fiscal Training Part I, October 15, 2013



A note about CEUs...

Teachers can get certificates (1 hour) within two weeks of completing the session evaluation for today's webinar.

- **NOTE:** Since there is no teacher CEU preapproval process it is up to the local continuing education committee to decide whether or not these hours will apply to your teaching license renewal.

Goals for Part I

- **Review state - federal fiscal regulations and legislation, Board of Trustee policies-procedures and MDE regulations governing MN CTE-Perkins financial procedures**
- **Review Minnesota state allocation and budget**
- **Explain the distribution of Perkins funds to local consortia**
- **Review required and permissive uses of funds**

Presenters

JoAnn Simser, State Director, Career Technical Education, Minnesota State Colleges and Universities, joann.simser@so.mnscu.edu 651-201-1650

Dan Smith, Education Supervisor, Office of College and Career Success, Minnesota Department of Education, dan.smith@state.mn.us 651-582-8339

The Carl D. Perkins Career and Technical Education Act of 2006



<https://www.acteonline.org/iwebredir.aspx?url=Purchase/CatalogSearchResults.aspx?Option=2&Topic=Best+Sellers>

Carl D. Perkins Career Technical Education Act, 2006

The purpose of this Act is to develop more fully the academic and career and technical skills of secondary education students and postsecondary education students who elect to enroll in career and technical education programs

Authorization

There is authorized to be appropriated to carry out this Act ... such sums as may be necessary for each of the fiscal years 2007 through 2012.

Carl D. Perkins Career and Technical Education Act of 2006, Section 9

- Until the Perkins Act reauthorization, the current act remains in effect-thus in FFY2013.

Appropriation

(millions)	FFY2010 Actual	FFY2011 Actual	FFY2012 Actual	FFY2013 Actual
State Grants	1,161	1,162	1,123	1064.4
National Programs	8	8	8	7.4
Tech Prep	103	0	0	0
Total	1,272	1,170	1,131	1,072

Source: <http://http://www2.ed.gov/about/overview/budget/tables.html>

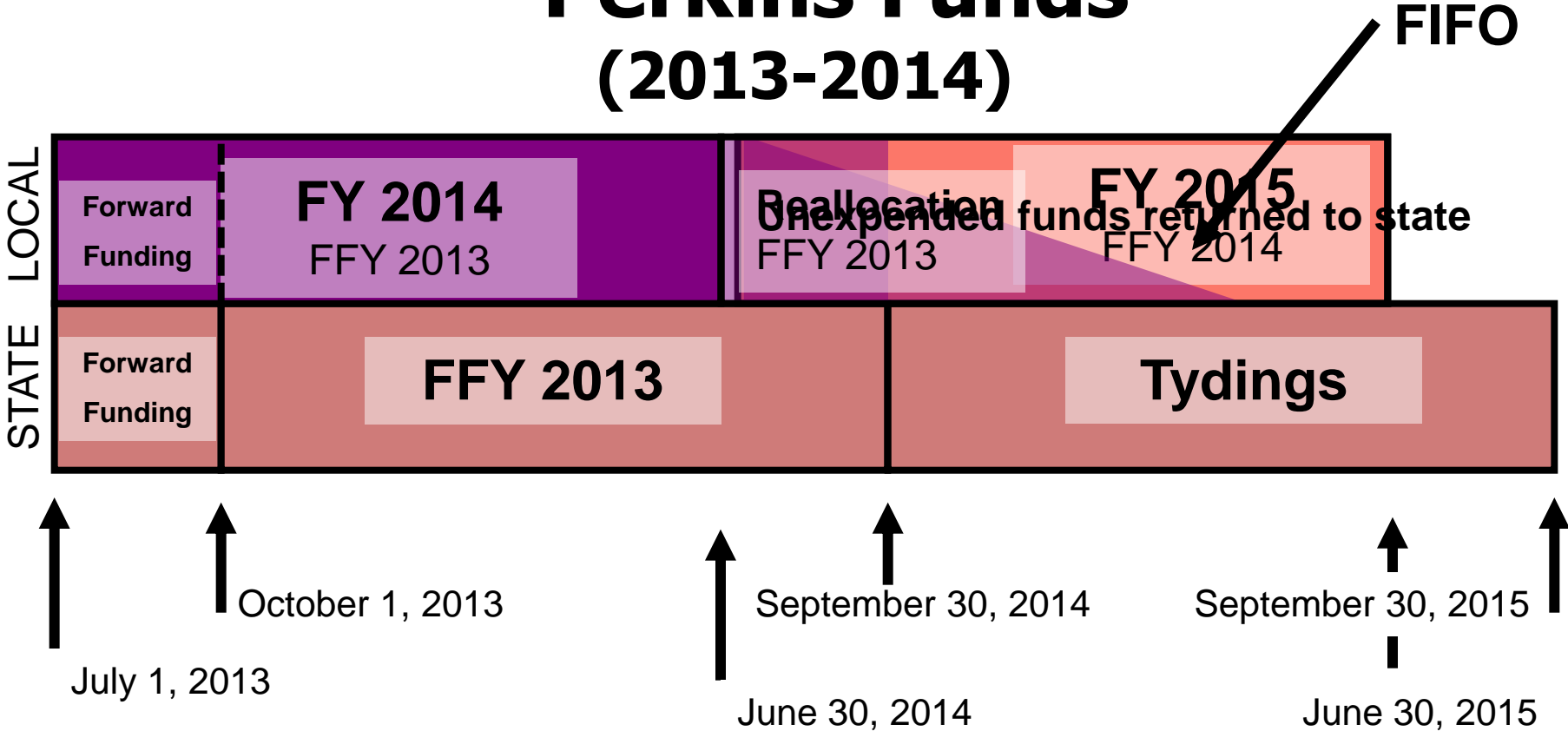
Tydings Amendment and First In/First Out (FIFO)

**Federal fiscal year for Perkins is from October 1 through
September 30.**

**However, states may receive a portion of their funds
beginning on July 1 prior to the beginning of the
fiscal year and have 12 months beyond the fiscal
year to expend funds.**

This extension is referred to as the Tydings Amendment.

Federal Fiscal Year (FFY) 2013 Perkins Funds (2013-2014)



Perkins Award Letter



Minnesota
STATE COLLEGES
& UNIVERSITIES

OFFICE OF THE CHANCELLOR
WELLS FARGO PLACE
307th ST. E., SUITE 350
ST. PAUL, MN 55101-7804

ph 651.201.1800
fx 651.297.5550
www.mnscu.edu

MEMORANDUM

TO: William Gronseth, Superintendent
Patrick Johns, President

FROM: JoAnn Simser, State Director Career and Technical Education
System Director, Perkins Federal Grant

DATE: July 27, 2012

SUBJECT: Lake Superior Perkins CTE Plan Approval Notification and
Fiscal Information, July 1, 2012 - June 30, 2013

Your consortium plan has been reviewed jointly by Career and Technical Education (CTE) staff within the Minnesota Department of Education (MDE) and the Minnesota State Colleges & Universities, System Office (SO). The plan has been approved for Fiscal Year 2012-2013. The approved plan will be available on www.cte.mnscu.edu. CTE staff at MDE and at SO have contacted the respective Perkins Consortium Coordinators and recommended suggestions for meeting the plan goals, strategies, outcomes and measurements.

Minnesota has received the final Carl D. Perkins Career and Technical Education allocation information for Federal Fiscal Year 2012 (October 1, 2012 through September 30, 2013) from the US Department of Education. Based on that, allocation funds available for your consortium for 2012-2013 (July 1, 2012 through June 30, 2013) are as follows:

Perkins Total Allocation for the Lake Superior Consortium for 2012-2013

\$125,828.50	Secondary Basic Allocation	FIN 428/628
\$22,860.67	Secondary Reserve Allocation	FIN 475/675
\$265,317.81	Postsecondary Basic Allocation	GL 384131
\$31,569.50	Postsecondary Reserve Allocation	GL 384132
\$445,576.48	Consortium Total	

Please keep in mind that the consortium plan determines how total Perkins funds will be allocated. These funds cannot be redistributed on a formula basis to school districts and among college units. When these funds are being spent, the consortium must adhere to the federal requirements under the Perkins Act, the Minnesota State Plan and the state fiscal requirements of MN Department of Education or the Minnesota State Colleges and Universities system which ever is appropriate.

Please remember that you must account for your Basic and Reserve funds separately (through a separate FIN code on the secondary side and through a separate GL on the postsecondary side) and that reserve funds must be used only for programs that serve large numbers of CTE students and/or address the rural needs of your consortium.

William Gronseth
Patrick Johns
Page Two
July 27, 2012

An explanation of the General Ledger numbers and the cost center set up is as follows:
1) Basic Grant G/L 384131 -- To be used for the initial basic grant award for the Fiscal Year.

a) Cost centers must be set up for administration and for each goal in your local consortium approved application.

2) Reserve Funds G/L 384132 -- To be used for the reserved funds award for the Fiscal Year.

a) Cost centers must be set up in the reserve fund G/L for each of your goals in your local consortium approved application.

3) Sub-grants G/L 384134 -- To be used by the sub-grant recipient in tracking expenditure of sub-grants each fiscal year.

a) Sub-grants are Basic Grant funds granted again by the original recipient to another college. The grantor makes payments from Basic Grant, Leadership, Recaptured or the Reserve award.

b) Sub-grant recipient colleges must set up a separate cost center for each sub-grant.

Because state and federal fiscal years do not align, states receive federal Perkins funds on a *forward funding* basis. As such, Minnesota consortia may access a *portion* of their 2012-2013 allocation prior to the start of the federal fiscal year. While it is unlikely that the forward funding provisions will impact Minnesota's consortia, fiscal hosts must ensure that no more than the portion of the consortium's allocation made available through forward funding is spent prior to October 1, 2012. For your consortium, this means that no more than the following amounts may be expended in each funding category during the period of July 1 through September 30, 2012. Understand that the amounts shown below are not in addition to your allocation above, but represent the forward funded portion of that allocation. Of your allocation do not spend more than the following amounts prior to October 1, 2012:

\$37,652.06	Secondary Basic Forward Funding	FIN 428/628
\$6,840.67	Secondary Reserve Forward Funding	FIN 475/675
\$79,391.89	Postsecondary Basic Forward Funding	GL 384131
\$9,446.64	Postsecondary Reserve Forward Funding	GL 384132
\$133,331.26	Consortium Total - Forward Funding	

If you have any questions, please contact Dan Smith, Supervisor, Adult and Career Education, Division of Postsecondary Success, MDE (651-582-8330) dan.smith@state.mn.us or me at (651-201-1650) joann.sims@so.mnscu.edu.

c: Consortium Superintendents and Presidents
Consortium Fiscal Contacts, secondary and postsecondary
Consortium Perkins Contacts, secondary and postsecondary
Dan Smith, Center for Postsecondary Success, MN Department of Education

Reallocation Award Letter



Minnesota
STATE COLLEGES
& UNIVERSITIES

OFFICE OF THE CHANCELLOR

500 WELLS FARGO PLACE
30 EAST SEVENTH STREET
ST. PAUL, MN 55101-4946

ph 651.201.1800
fx 651.297.5550
www.mnscu.edu

MEMORANDUM

Prior Year Reallocation

DATE: January 7, 2011

TO: Jody LeBlanc
James Arndt
Lake Superior Consortium

Nickoel Anderson
Dan Miller

FROM: JoAnn Simser, State Director Career and Technical Education

SUBJECT: FY11 Perkins Reallocated Award Notification

According to the Perkins IV federal legislation any basic grant funds not expended by the local consortium by the end of the first year of the grant must be recaptured and reallocated. [Section 133, *Carl D. Perkins Career and Technical Education Act of 2006*]. In Minnesota, the funds returned from both the secondary and postsecondary levels are combined and reallocated to all local consortia on the basis of the distribution formula, without using the reserve calculation.

The Lake Superior Consortium FY11 reallocation of the July 1, 2009 Perkins grant award for the state fiscal year 2011 is as follows:

Total Amount: \$26,903.37
Secondary: \$11,299.41
Postsecondary: \$15,603.96

FIFO

Our expectation is that you will expend funds in accordance with your approved FY11 Local Consortium Plan. In order to access the reallocated funds you must follow the following procedures:

1. Send a new separate, supplemental budget and narrative for the reallocated funds. Within the budget narrative indicate which goal(s) and activities in the approved FY11 plan will be addressed with the reallocated funds, secondary and postsecondary. Reallocated funds may not be spent for administration. Send the Reallocated Funds Budget and Narrative to Florence Newton florence.newton@so.mnscu.edu by January 31, 2011.
2. The FY11 Reallocated Funds Budget and Narrative must be approved by Dan Smith and JoAnn Simser.

Lake Superior Consortium
Page Two
January 7, 2011

3. Make the fiscal arrangements to draw down the funds:
 - a. Secondary- Set up the SERVUS financial system for the reallocated funds. Send questions to Pamela Schneider, pam.schneider@state.mn.us.
 - b. Postsecondary- Use General Ledger (G/L) code 384105 to receipt the monies. Assign a cost center of your choosing to align with the appropriate goal(s) in your approved Reallocated Funds Budget and Narrative with G/L 384105 attached.
 - c. Secondary and postsecondary: be sure to load the budgets as per the approved Reallocation Funds Budget and the amounts awarded.
4. First in/first out principle: It is important that you expend the Reallocated July 1, 2009 funds before the basic grant funds allocated July 1, 2010. All reallocated funds must be expended before June 30, 2011. Any reallocated funds not expended by June 30, 2011 will no longer be available.

These procedures are required to track and account for the separate federal grant awards. When these funds are being spent, the consortium must adhere to the federal requirements under the Perkins IV Law, and the state fiscal requirements of the Minnesota Department of Education or the Minnesota State Colleges & Universities system, whichever is appropriate.

If you have any questions, please contact Dan Smith, Supervisor, Adult and Career Education, Division of Postsecondary Success, MDE (651-582-8330) dan.smith@state.mn.us or JoAnn Simser at (651-201-1650) joann.simser@so.mnscu.edu.

c: Dan Smith, MDE
Pamela Schneider, MDE
Rekha Dixit, MnSCU

Minnesota Perkins Funding 2013-2014 (SFY14, FFY13)

MN Perkins CTE Funds 2013-2014

Federal Fiscal Year 2013, State Fiscal Year 2014

		FFY2013 Actual
Title I Allocation		16,684,637
Title I Formula Funds	12,763,747	
Title I Reserve Funds	1,418,194	
State Administration	834,232	
State Leadership	1,668,464	
Title II Allocation (Tech Prep)		0
Amount of Tech Prep to be Consolidated with Basic Grant		0
Total		16,684,637

Sequestration

- Budget Control Act of 2011-- effective January 2, 2013
- Congress did not act to change it, therefore, non-exempt discretionary funding was reduced
 - 2013-2014 U.S. Perkins allocation, July 1, 2013, reduced 5.2%
 - MN allocation was not reduced due to sequestration, due to “Hold Harmless” provision in the Act.

Carl D. Perkins Career and Technical Education Act of 2006, Section
111 (a) (5)

Federal Government Shutdown Oct. 1, 2013-?

- Perkins, forward funded-no effect on 2013-2014 allocation
- Received MN Oct. 1, 2013 supplemental award (US DOE Contingency plan)
- Most US Department of Education workers furloughed
- Contractors informed that they are not to continue working during the shutdown
 - <http://www.ed.gov/>;
<http://www2.ed.gov/about/furlough2013/index.html>

MN State Colleges and Universities in collaboration with Minnesota Department of Education

- Serve as fiscal agent for state Perkins CTE grants
- Implement federal regulations and cost principles for state, local, and Indian tribal governments and for educational institutions
- Ensure compliance with state statutes
- Drive decisions based on policies and procedures mandated in the federal and state laws

Governing Documents

Federal

- Perkins Act P.L. 109-270 – expectations for use of funds.
- Code of Federal Regulations (CFR) – Promulgated rules in federal register.
 - Education Department General Administrative Regulations (EDGAR)
 - Office of Management and Budget (OMB) Circulars – restrictions on the use of funds.

State

- Minnesota Laws/State Grant Policies [MN Statute § 16B.97 – Grants Management] – managing grants as related to payments, monitoring, closeout, etc.
- Minnesota Rules – secondary credentialing, program approval requirements.
- MnSCU Board of Trustees Policies and Chancellor's Procedures.
- Minnesota State Plan for CTE -- use of funds specific to Minnesota

EDGAR-US Department of Education

Office of Management and Budget OMB Circulars

- **OMB A-21** Cost Principles Educational Institutions—(Colleges and MnSCU)
- **OMB A-87** Cost Principles—State (MDE), Local Agencies (ISD), Tribal Governments
- **OMB A-110** Admin Grants & Agreements
- **OMB A-133** Standards for Audit of non federal agencies expending federal funds

Code of Federal Regulations CFR

- **CFR 74-C** Post-Award Requirements
 - Financial and program management
 - Standards for financial management Systems
 - Cost sharing or managing
 - Equipment
 - Codes of conduct
 - Contract Provisions
- **CFR 80-C** Post-Award Requirements
 - State must expend, account for grant funds as per state laws
 - Fiscal control and accounting procedures must be sufficient to
 - Permit 1) reports required by the grant and legislation and 2) tracing of funds and expenditures that ensures compliance with statutes
 - Financial systems of local consortia and sub grantees standards—reporting, accounting records, internal control, budget control, allowable costs, source documentation, cash management, sub grants, monitoring.

Requirements to Receive Perkins Funds

To Receive Perkins Funds

Secondary

- State-approved CTE Program(s)
- Utilizing appropriately licensed staff

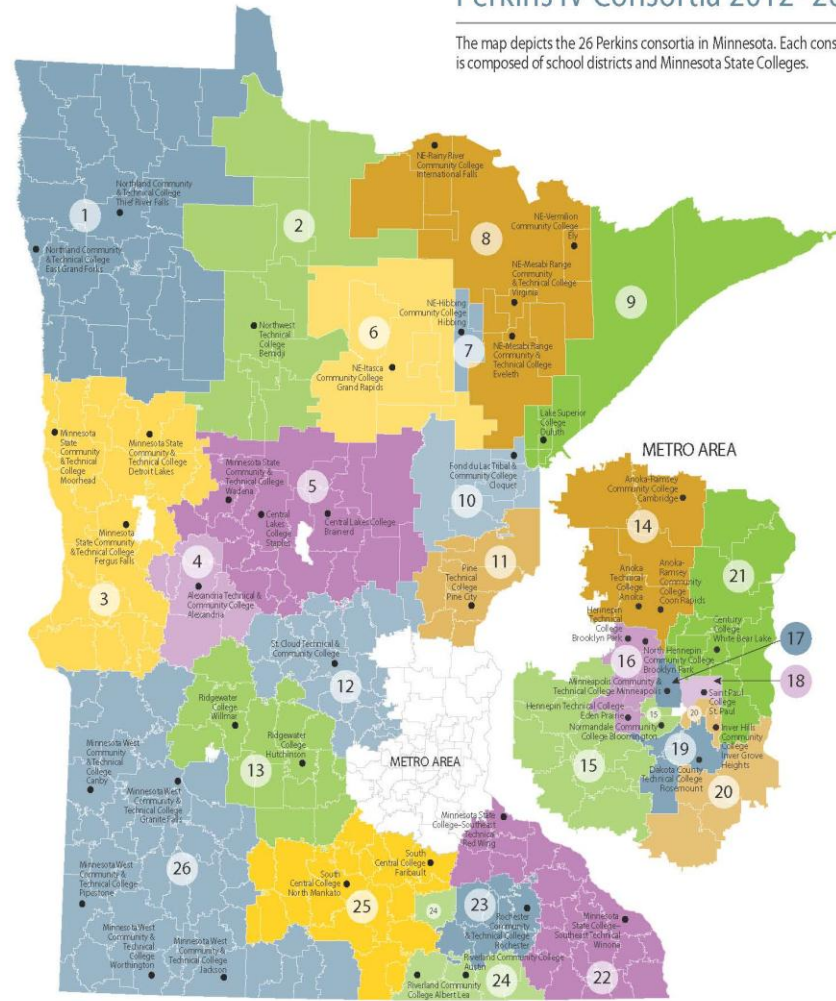
Post Secondary

- On MnSCU Approved Program Inventory – Procedure 3.36.1
 - Offered by state college
 - Perkins eligible; Classification of Instructional Programs (CIP) and Career Pathway identified
 - Leads to certificate, diploma, AAS or AS
- Faculty meet minimum qualifications of career technical credential field – Policy 3.32 Procedure 3.32.1

The map depicts the 26 Perkins consortia in Minnesota. Each consortium is composed of school districts and Minnesota State Colleges.

To Receive Perkir

- Participate in one of the st
 - Each consortium must eligible secondary recip eligible postsecondary
 - No district nor college r one consortium
 - A charter school with a program must be invite consortium



No.	Consortium Name	No.	Consortium Name	No.	Consortium Name
1	Pine to Prairie/Northland	10	Carlton County + 2	19	South Metro
2	North Country/Northwest	11	Pine Technical	20	Dakota County
3	Lakes Country	12	Great River	21	Northeast Metro
4	Runestone	13	Mid Minnesota	22	Southeast
5	Central Lakes	14	Oak Land	23	Rochester/ZED
6	Itasca County	15	Southwest Metro	24	Riverland
7	Hibbing/Chisholm	16	Hennepin West	25	South Central
8	East Range	17	Minneapolis	26	Minnesota West
9	Lake Superior	18	St. Paul		



To Receive Perkins Funds

Consortia are encouraged to consider other potential partners who may participate but may not directly receive funds

- WorkForce Centers
- Adult Basic Education Programs
- 4-year Universities
- Non-public schools and institutions

The consortium must develop a single local/regional plan

- The plan must address secondary basic grant programs, postsecondary basic grant programs, and tech prep activities
- The plan must address all required Perkins activities organized around five broad goals
- The plan must be signed by each participating college president and each participating school superintendent

The consortium must identify one secondary fiscal host and one postsecondary fiscal host to receive and manage Perkins funds in accordance with the local plan

- Consortium funds may not be commingled, but may be used across secondary/postsecondary lines
- The signed local plan is the legal document governing use of the funds – no other joint powers agreement is required

Expectations of the Local Consortium Perkins Coordinators

- Facilitate development of the local consortium plan and budget
- Coordinate development and implementation of programs of study and technical skill assessments
- Ensure submission of student data and accountability report—Annual Performance Report (APR)
- Negotiate accountability performance targets
- Facilitate brokering with other consortia

Expectations of the Local Consortium Perkins Fiscal Hosts

- Manage the money per the agreements in the consortium plan
- Sub-grant funds to other school districts/colleges as appropriate and according to the consortium plan
- Manage the draw-down of funds
- Ensure submission of fiscal information
- Maintain an audit trail

Distribution of Perkins Funds to Local Consortia

Secondary/Postsecondary Split

ALLOTMENT AVAILABILITY OF FEDERAL FUNDS.

A cooperative agreement between the commissioner of education and Minnesota State Colleges and Universities will annually provide for the distribution of federal funds between secondary and postsecondary career and technical programs. Distribution to local education agencies must be determined by state and federal law.

Secondary/Postsecondary Split

MDE and MnSCU have negotiated a split under which:

- 42% of funds are distributed to secondary recipients, and
- 58% of funds are distributed to postsecondary recipients.

Secondary Distribution

The Perkins Act specifies that once the split is determined, funds will be distributed to secondary recipients on the following basis:

- 30% will be distributed on the basis of individuals between the ages of 5 and 17 inclusive using the most recent US Census data available
- 70% will be distributed on the basis of individuals between the ages of 5 and 17 inclusive in households of poverty using the most recent US Census data available

Postsecondary Distribution

The Perkins Act specifies that once the split is determined, funds will be distributed to postsecondary recipients on the following basis:

- 100% will be distributed on the basis of individuals in career and technical education programs receiving PELL or Bureau of Indian Affairs assistance

Reserve Distribution

The Perkins Act allows states to utilize an alternate method to distribute up to 10% of Perkins funds to address any of three factors:

1. rural areas; MN
2. areas with high percentages of career and technical education students; and
3. areas with high numbers of career and technical education students. MN

Reserve Distribution

The state distributes

- half of the reserve on the basis of the geographic area of the consortium
- half of the reserve on the basis of the number of CTE participants in secondary and postsecondary programs, weighted 3:1 toward secondary participation to reflect programming formerly conducted under tech prep

To better understand the process for distributing funds to Perkins consortia, please refer to the spreadsheet posted with the presentation documents.

Perkins IV Budget 2012-13			E	F	G	H	I	J	K	L	M	N	O
District Number	District Type	Districts and Colleges Merged	Fed Poverty Ages 5-17	Fed Census Ages 5-17	FY11 Pell Counts	Allocation	Allocation Sub-Total	Geographic Area (SqM)	Participants HS/PS	Part. % Split	Reserve \$ HS PS	10% Reserve Total	Consortium Total 2010-11 Budget Allocation
5,360,774	Total Secondary Formula Funds							83,969.43					
7,402,973	Total Postsecondary Formula Funds												
1,418,194	10% Reserve												
0060	03	Independent School District	418	3,348		18,456.61		6.04					
0061	01	Independent School District	359	7,453		23,786.55		77.92					
0062	01	Independent School District	38	440		1,912.99		68.58					
0063	01	Independent School District	574	6,586		28,791.73		26.97					
0064	01	Independent School District	470	4,750		22,460.98		21.69					
0065	01	Independent School District	410	5,767		22,407.71		178.69					
0066	01	Independent School District	346	4,457		18,199.57		179.20					
0900	06	Cooperative School District				-							
4000	07	Charter School District											
		Secondary Total				136,016.14	136,016.14	559.09	2,552	0.42	10,071.19		
Postsecondary	PS	Technical College			1,344	203,764.08	203,764.08		5,687	0.58	13,907.83		
		Postsecondary Total							5,687				
	DAKOTA COUNTY	Consortium Total					339,780.23					23,979.02	363,759.24
		Secondary Total	123,968	927,754		5,360,772.00	12,763,745.44	84,319.36	107,229			1,418,194.15	14,181,939.58
		Postsecondary Total			48,829	7,402,973.44			152,287				
		TOTAL				12,763,745.44			259,516				
323	2	Franconia	2	30				4.97					
25	1	Pine Point	44	96				4.97					
815	2	Prinsburg	17	141				27.73					

For one consortium, the postsecondary formula allocation is based on 1,344 PELL recipients at the college out of a state total of 48,829 PELL/BIA CTE recipients at all colleges times the postsecondary formula allocation

$$\begin{aligned} &= (1,344/48,829) \times \$7,402,973 \\ &= .0275... \times \$7,402,973 \\ &= \$203,764.08 \end{aligned}$$

A	B	C	D	E	F	G	H	I	J	K	L	M	N	O
Perkins IV Budget 2012-13				Fed Poverty	Fed Census	FY11 Pell	Allocation	Allocation	Geographic	Participants	Part.	Reserve \$	10%	Consortium
District	District	Districts and Colleges Merged		Ages 5-17	Ages 5-17	Counts		Sub-Total	Area (SqM)	HS/PS	%	HS	Reserve	Total 2010-11
Number	Type								83,969.43		Split	PS	Total	Budget Allocation
5,360,774	Total Secondary Formula Funds													
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323	2	Franconia		2	30				4.97					
25	1	Pine Point		44	96				4.97					
815	2	Prinsburg		17	141				27.73					

In the same consortium, the secondary formula allocation is calculated for each district based 30% on its census population 5-17 and 70% on its census population 5-17 for households of poverty against a state total census count of 927,754 and a state total poverty census count of 123,968.

e.g. for District 0064

$$\begin{aligned} &= (4,750/927,754) \times .30 \times \$5,360,774 \\ &\quad + (470/123,968) \times .70 \times \$5,360,774 \\ &= \$22,460.98 \end{aligned}$$

A	B	C	D	E	F	G	H	I	J	K	L	M	N	O
Perkins IV Budget 2012-13				Fed Poverty Ages 5-17	Fed Census Ages 5-17	FY11 Pell Counts	Allocation	Allocation Sub-Total	Geographic Area (SqM) 83,969.43	Participants HS/PS	Part. % Split	Reserve \$ HS PS	10% Reserve Total	Consortium Total 2010-11 Budget Allocation
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		Postsecondary Total				48,829	7,402,973.44			152,287				
		TOTAL					12,763,745.44			259,516				
323	2	Franconia		2	30				4.97					
25	1	Pine Point		44	96				4.97					
815	2	Prinsburg		17	141				27.73					

When this is done for all nine secondary districts the total is:

District 0060	18,456.61
District 0061	23,786.55
District 0062	1,912.99
District 0063	28,791.73
District 0064	22,460.98
District 0065	22,407.71
District 0066	18,199.57
District 0900	0.00
District 4000	0.00
TOTAL	136,016.14

In this example, District 4000 is a charter school and District 0900 is a cooperative school district. As such, neither has a unique geographic area against which census data are applied, so the formula calculation for each of those districts is zero. The districts remain, however, members of the consortium and are entitled to participate in the development of the plan and the use of the funds.

District 0060	18,456.61
District 0061	23,786.55
District 0062	1,912.99
District 0063	28,791.73
District 0064	22,460.98
District 0065	22,407.71
District 0066	18,199.57
District 0900	0.00
District 4000	0.00
TOTAL	136,016.14

Reserve funds are based half on weighted participation and half on geographic area.

Using 2,552 secondary participants (including the intermediate and charter districts) and 5,687 postsecondary participants and a geographic area of 559.09 square miles:

$$\begin{aligned} &= (2,552/107,229) \times \frac{3}{4} \times .5 \times \$1,418,194 \\ &+ (5,687/152,287) \times \frac{1}{4} \times .5 \times \$1,418,194 \\ &+ (559.09 \text{ mi}^2/84,319.36 \text{ mi}^2) \times .5 \times \$1,418,194 \\ &= \$23,979.02 \end{aligned}$$

These funds are divided 42% secondary and 58% postsecondary.

A	B	C	D	E	F	G	H	I	J	K	L	M	N	O
Perkins IV Budget 2012-13				Fed Poverty	Fed Census	FY11 Pell	Allocation	Allocation	Geographic	Participants	Part.	Reserve \$	10%	Consortium
District	District	Districts and Colleges Merged		Ages 5-17	Ages 5-17	Counts		Sub-Total	Area (SqM)	HS/PS	% Split	HS PS	Reserve Total	Total 2010-11 Budget Allocation
5,360,774	Total Secondary Formula Funds								83,969.43					
7,402,973	Total Postsecondary Formula Funds													
1,418,194	0% Reserve													
0060	03	Independent School District		418	3,348		18,456.61		6.04					
0061	01	Independent School District		359	7,453		23,786.55		77.92					
0062	01	Independent School District		38	440		1,912.99		68.58					
0063	01	Independent School District		574	6,586		28,791.73		26.97					
0064	01	Independent School District		470	4,750		22,460.98		21.69					
0065	01	Independent School District		410	5,767		22,407.71		178.69					
0066	01	Independent School District		346	4,457		18,199.57		179.20					
0900	06	Cooperative School District					-							
4000	07	Charter School District												
		Secondary Total					136,016.14	136,016.14	559.09	2,332	0.42	10,071.19		
Postsecondary	PS	Technical College				1,344	203,764.08	203,764.08	5,697	5,697	0.56	13,907.83		
		Postsecondary Total								5,697				
		DAKOTA COUNTY Consortium Total						339,780.23					23,979.02	363,759.24
		Secondary Total		123,968	927,754		5,360,772.00	12,763,745.44	84,319.36	2,332			1,418,194.15	14,181,939.58
		Postsecondary Total				48,829	7,402,973.44			5,697				
		TOTAL					12,763,745.44			8,029				
323	2	Franconia		2	30				4.97					
25	1	Pine Point		44	96				4.97					
815	2	Prinsburg		17	141				27.73					

Geographic Area Participants Reserve Calculation

So how much of the Perkins allocation
belongs to District 0064?

Zip

Zilch

Nada

Naught

Notapenny

Nuttin'

0

Perkins is not an entitlement!

Minnesota relies on the language from Section 131(f)(2) of the Perkins Act which states:

"Funds allocated to a consortium ... shall be used only for purposes and programs that are mutually beneficial to all members of the consortium Such funds may not be reallocated to individual members of the consortium for purposes or programs benefitting only 1 member of the consortium."

Reallocation:

Funds are received by the local consortium for the period of the state fiscal year only (July 1 through June 30). At the end of this period, unused funds are returned to the state.

The state will combine funds returned from both the secondary and postsecondary levels into a single pot and will redistribute those funds to *all* local consortia on the basis of the distribution formula without using the reserve calculation.

We hope to generally do this as early in the Fall as possible.

- Redistributed funds will be handled as a separate Reallocated award and accounts will reflect the federal fiscal year under which the funds were first granted (prior to redistribution).
- Funds will be used in accordance with the current year's local plan – any changes must be approved by state staff.
- Once reallocated, redistributed funds should be used before the current year funds – First In/First Out.

Uses of Perkins Funds

General Authority

Each eligible recipient that receives funds under this part shall use such funds to **improve** career and technical education programs.

- Carl D. Perkins Career and Technical Education Act, Section 135

Required Activities

The Act requires that certain activities be conducted within career and technical education programs if supported with federal funds. The Act does not require locals to use federal funds for these activities, but all **required activities must be addressed in the local plan** if Perkins funds are received.

Required Activities

1. Integration of **academics (or liberal arts and sciences)** with **career and technical education** programs
2. Link CTE at the secondary and postsecondary levels through at least one **program of study** (MN State Plan requires at least seven/consortium and as of FY14 at least one Rigorous Program of Study)
3. Provide students with understanding of **all aspects of an industry**
4. Develop, improve or expand the use of **technology** in CTE

Required Activities



5. Provide in-service and pre-service **professional development**
6. Develop and implement CTE program **evaluations**
7. Initiate, improve, expand and modernize quality **CTE programs**
8. Provide services that are of sufficient **size, scope and quality** to be effective

Required Activities



9. Provide activities to **prepare special populations** for high-skill, high-wage, or high-demand occupations that will lead to self-sufficiency

Minnesota has two additional required activities:

10. **Collaboration**/Brokering of Service/Continuum of Services
11. **Articulation, PSEO, Concurrent Enrollment**, or other recognized strategies

Permissible Activities

The Act allows certain activities to be conducted within career and technical education programs **IF** required activities have been addressed.

Permissible Activities

1. Involving **parents, businesses and labor organizations**
2. Providing **career guidance** and academic counseling
3. Supporting local **education and business partnerships**
4. Providing **programs [specifically designed]** for special populations

Permissible Activities

5. Assisting career and technical **student organizations**
6. **Mentoring and support** services
7. Leasing, purchasing or adapting **equipment** to support academic and technical skill attainment
8. **Teacher preparation** programs

Permissible Activities

9. Developing and expanding postsecondary program offerings at times and in **formats accessible for all, including distance learning**
10. Develop initiatives to facilitate **sub-baccalaureate to baccalaureate transfer**
11. Support for **entrepreneurship** education and training

Guidelines for Using Funds

Local Administration

- Managing the money and managing the data
- May be supported by no more than 5% of consortium grant funds
- If the consortium sub-grants funds, the total of all administrative expenses may not exceed 5% of the consortium award

Indirect Costs

Indirect costs are the assignable costs of items such as heat and light to an academic program, and those expenses that benefit the entire entity and, therefore, cannot be directly charged to a specific cost category or project activity.

Indirect costs are allowable, but must be included as part of the 5% administrative set-aside.

Fiscal Host Responsibility

- Receive and safeguard grant funds on behalf of the consortium in accordance with state and federal requirements
- Maintain separate disbursement records and receipts, make financial records/documentation available
- Disburse funds in accordance with the grant

Funds allocated to a consortium shall be used only for the purposes and programs mutually beneficial and agreed to by all members of the consortium and may not be reallocated to individual members for programs benefitting only one member.

Administrative costs are for those activities necessary for proper and efficient performance of eligible agency duties, i.e. fiscal support, supervision of activities, records retention, etc. The 5% administration cap includes indirect costs and costs for staff not directly related to a specific goal/objective of the grant.

Allowable costs:

- **Salaries for grant related activities – All time** must be documented on the Personnel Activity Report. After 3 years the staff time must be sustained by the district and the consortium should show more funds going to **Report. After 3 years the staff time must be** sustained by the district and the consortium. **Improved programming.** All support be charged to the grant when working on a specific goal/objective and not administrative activities.
- **Supplies – Workshop expenses, books or new curriculum not previously offered, or program specific to Perkins.** You cannot replace textbooks of an existing program. Promotional items are not allowed. **specific to Perkins. You cannot replace** be charged to the grant when working on a **Textbook costs of an existing program.** Promotional
- **Professional development conferences** is allowable when info. is shared in order to increase overall program quality.

Equipment Inventories

All equipment must be labeled as Perkins and listed on an Equipment Record

An equipment inventory has been provided to secondary fiscal agents and must be updated and submitted annually

For postsecondary fiscal agents, the ISRS inventory must be updated annually

Sub-distributions

- Consortia may sub-distribute funds on a competitive or other basis that supports the consortium as a whole
- The consortium may *NOT* sub-distribute funds on a formula basis
- Authority for spending decisions of the consortium must remain at the level of the consortium

Sub-awards – funds distributed by fiscal host to a member district, college or outside entity in order to carry out a goal/objective on behalf of the consortium.

- MDE grant – UFARS – FIN 428/628 and FIN 475/675, OBJ codes 303/304
- MnSCU—fiscal host college expends funds from Basic GL 384141, Reserve GL 384142 or Reallocated GL 384145 and a subrecipient college receipts and expends funds from Subgrant GL 384144

Supplement, Not Supplant

Supplanting is the unlawful use of federal funds to displace state or local funds.

Supplement, Not Supplant

Supplanting is determined on a case-by-case basis.

Federal funds cannot displace state or local funds, but a local entity *may* (in rare cases) use federal funds to support an activity if the local entity can prove that the activity would not have occurred without the federal expenditure.

Supplement not Supplant – Federal funds may not be used to pay for services, staff, programs or materials that would otherwise be paid with state/local funds. State/local funds must be used for all activities that are the district/organization responsibility.

- Test #1 – Was the activity paid for in the prior year with non-federal funds?
- Test #2 – Was the activity required by state/local law or policy?

If the district can prove in the absence of federal funds it would have eliminated the activity, it may use the federal funds to support the activity, if allowable under Perkins.

Example 1 –

The Legislature reduced state funding by 6% resulting in a reduction in force that includes 3 CTE instructors.

The district *may* use federal funds to support those positions.

The district must retain evidence (e.g. legislation and school board minutes) to support its action.

Example 2 –

The school district needs to replace mathematics textbooks and decides to shift state/local funds from CTE to mathematics to make this purchase and to maintain the CTE program with federal funds.

Since in absence of federal funds the mathematics expenditure shift would not be made, this is unlawful supplanting.

ALWAYS check with the state before entertaining any spending decision that may be construed as supplanting!

Perkins CTE Financial Resources:

- Perkins Act P.L. 109-270
<http://www2.ed.gov/policy/sectech/leg/perkins/index.html>
- US Department of Education General Administrative Regulations EDGAR
 - Code of Federal Regulations CFR
<http://www2.ed.gov/policy/fund/reg/edgarReg/edgar.html>
- Office of Management and Budget--OMB Circulars
http://www.whitehouse.gov/omb/circulars_default

Perkins CTE Financial Resources:

MN CTE Website www.cte.mnscu.edu/


- Minnesota State Plan for Career and Technical Education
http://www.cte.mnscu.edu/perkinsIV/MN_State_Plan/index.html
- Minnesota Legislation and Rules
<http://www.leg.state.mn.us/>
- Perkins IV Operational Handbook Section III p. 24 Financial Requirements www.cte.mnscu.edu/consortium_resources/index.
- Home page-FAQs
www.cte.mnscu.edu/index.html

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Perkins CTE Financial Questions

- Please input your questions on the chat function.
- We value your questions, input and feedback. It helps us all do better.

Perkins CTE Financial Training Webinars

- Perkins Fiscal Procedures and Requirements—
Postsecondary Tuesday, October 29, 2012, 1:00 –
2:00 pm
- Perkins Fiscal Procedures and Requirements –
Secondary Thursday, October 31 , 2012, 10:00 -
11:00 am

www.cte.mnscu.edu

Upcoming events:

- Annual Perkins Consortium Coordinators Meeting
November 13, 2013
Normandale Community College, Bloomington, MN
- CTE Works! Minnesota Summit on Excellence in Career & Technical Education, November 14, 2013
Crowne Plaza Minneapolis West, Plymouth, MN
- www.cte.mnscu.edu/professionaldevelopment/index.html

Thank you for all you do for CTE in Minnesota...

