

# Carl D. Perkins Federal Funding

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Division of Grants Administration  
Texas Education Agency  
October 6, 2016



# Overview

- Perkins Funding – Eligibility & Allocations
- Shared Services Arrangements
- Use of Funds
- Application Process & eGrant
- Budgeting
- Resources
- Q & A



# How is the funding distributed?

- Funds are divided between secondary and postsecondary education.
- Funding split is determined by the Texas State Board of Education (SBOE):
  - 70% for secondary education
  - 30% for postsecondary education



# 2016-2017 Perkins Funding

Perkins requires states to divide funds into three segments:

- **At least 85%** must flow to the local level as formula grants (LEAs and community colleges)
- **Up to 10%** may be used for state-level leadership projects, including nontraditional programs and corrections education
- **Up to 5%** may be used for state-level administration of the Perkins state plan



# 2016-2017 Perkins & State Funding

- Amount of Perkins funding for Texas LEAs (prior to reallocation): **\$55,179,743**
- Estimated amount of state Foundation School Program (FSP) CTE weighted funding: **\$1,926,268,201**



# Perkins Eligibility

- Funds must be awarded to CTE programs with sufficient size, scope and quality to be effective.
- Texas defines size, scope and quality in terms of enrollment in CTE coherent sequences as reported in PEIMS.



# Size, Scope & Quality

- ▶ **Scope and Quality:** defined by evidence of a coherent sequence of CTE courses.
- ▶ **Size:** determined by coherent sequence enrollment (for LEAs a minimum of 10, for charter schools a minimum of 5).



# Reporting Enrollment to PEIMS

- **Baseline eligibility:** PEIMS prior-year Fall Snapshot data for enrollment in Career and Technical Ed Indicator Code 2
- LEAs that don't enroll students in coherent sequences are not eligible for Perkins funds.





# Perkins Allocations

- Calculations are based on Census Bureau population and poverty counts of individuals age 5-17
- Estimates for state and LEA population and poverty counts adjusted annually by Census Bureau
- Based on the same data used to determine NCLB allocations



# Perkins Allocations

- Population and poverty counts for charter schools are based on the SC5050 (Request for Federal Funding and Indirect Cost Rate for Charter Schools)
- CTE student counts and coherent sequence counts are **not used** to calculate any portion of your allocation.



# Formula for LEA allocations

90% based on the federal formula:

- 70% based on age 5-17 poverty counts
- 30% based on age 5-17 population counts
- LEA allocations are based on the LEA's population/poverty counts relative to the statewide population/poverty totals.

10% of the formula grant may be distributed to LEAs based on criteria other than population and poverty counts.



# Shared Services Arrangements (SSA) Requirements

- SSAs are partnerships of two or more LEAs that apply for funding through a fiscal agent.
- **Congressional intent:** LEAs with small allocations can leverage their funding and outcomes by joining an SSA **to achieve a mutually beneficial purpose.**



# Shared Services Arrangements

- LEAs must be eligible for more than \$15,000 to apply alone unless they receive a waiver.
- LEAs that are eligible for \$15,000 or less must apply for Perkins funds by joining an SSA.
- LEAs that don't meet coherent sequence threshold must join an SSA.



# SSA Mutually Beneficial Purpose

- SSAs may use Perkins funds only for purposes that are **mutually beneficial** to all members of the SSA.
- Any funds budgeted in 6493 must be used for purposes that **benefit more than one member of the SSA**
- The action of flowing funds back to member LEAs through 6493 is not a purpose that benefits more than one member of the SSA.



# Examples

- **Unallowable Use:** Transfer funds to every LEA in the SSA to purchase supplies and materials
- **Allowable Use:** An SSA member uses funds received through 6493 to operate a CTE training academy that serves other members of the SSA
- **Allowable Use:** The LEA receiving funds through 6493 uses the funds to employ a career counselor that serves several members of the SSA



# Required Uses of Funds

1. Integrating academic and CTE courses
2. Linking CTE to post-secondary education
3. Expanding use of technology
4. Providing students with experience & training
5. Providing professional development to CTE staff





# Required Uses of Funds

6. Developing and implementing evaluations of CTE programs
7. Ensuring programs, courses, & technology are modern and relevant
8. Providing services and activities of sufficient size, scope & quality to be effective
9. Providing activities to prepare special populations for high-skill, high-wage jobs



# Allowable Uses of Funds

- Provide career guidance & academic counseling
- Provide support for local education & business partners
- Improve or develop new CTE course
- Provide programs for special populations
- Develop initiatives to facilitate transition of CTE students to postsecondary education
- Provide teacher prep programs that address integration of academic & CTE



# Unallowable Uses of Funds

- Cost of memberships in civic organization
- Hosting or sponsoring conference
- Construction or remodeling of facilities
- Salaries & bonuses for classroom CTE teachers
- Academic remediation for CTE students
- Furniture purchases unless furniture is industry-specific
- Motorized vehicles



# Pop Quiz

Perkins funding can be used:

To purchase new state of the art equipment to meet industry specifications.

To pay a stipend for a CTE student internship.

For consumable supplies (office supplies, paper, computer supplies, etc.).

To develop curriculum materials for CTE.

To take CTE students on a field trip to culinary institute.

To pay salaries of counseling personnel or special populations coordinator.

To pay membership fees in CTSO for individual students.

To enhance connections with postsecondary institutions.



# Receipt of Goods and Services

- Goods must be received and services rendered between the beginning and ending date of the grant.
- Goods and services delivered near the end of the grant period may be viewed by TEA as not necessary to accomplish the objectives of the grant.
- TEA will evaluate on a case-by-case basis.



# Receipt of Goods & Services

TEA monitor or auditor may disallow expenditures if grantee is unable to:

- Document the need for the expenditures
- Demonstrate that program beneficiaries receive benefit from the late expenditures, or
- Negate the appearance of “stockpiling” of supplies



# What is a reasonable cost?

- A cost generally recognized as ordinary and necessary for the operation of LEA or grant performance
- Evidence that the grantee is acting with prudence in responsibility to the LEA, its members, employees, clients, the public, and federal or state government
- There are no significant deviations from established practices of the LEA that may unjustifiably increase grant costs.



# Supplement or Supplant

- Funds must be used to supplement (*increase the level of services*), not supplant (*replace*) funds from nonfederal sources.
- Any program activity required by state law, SBOE rules, or local board policy may not be paid with Perkins funds.
- You must maintain documentation that clearly demonstrates the supplementary nature of your Perkins funds.





# Test for Supplanting

- Ask yourself: “If I didn’t have these federal funds, would I conduct this program/ activity/service with other funds anyway?”
- If *yes*, you are supplanting because it is no longer a supplemental activity.
- The LEA must be able to demonstrate that it could not conduct the activity if it didn’t have the federal funds.



# Application Process & eGrants

- **Access to eGrants**
- **eGrants Roles**
- **Negotiation Process**
- **Reallocation**
- **Amendments**



# Accessing eGrants

Popular Applications: [AskTED](#) [ECOS For Educators](#) [eGRANTS](#) [TEA Secure Applications Information](#) [TEAL Login](#) [TEASE Login](#) [TSDS](#)

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Texas Education Agency

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## TEA Secure Applications Information

The Texas Education Agency is committed to protecting confidential and sensitive data. Access to data in TEA secure web applications is protected by at least one of TEA's security gateways, the [Texas Education Agency Security Environment \(TEASE\)](#) or by the [Texas Education Agency Login \(TEAL\)](#). See below for information about how to request access to a specific TEA web application.

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Application Description	Security Gateway	Request Access	Contact Information
<a href="#">Accountability</a>	TEASE	<a href="#">Request Access Form</a> (print and send)	State accountability ratings and federal AYP status: <a href="mailto:performance.reporting@tea.texas.gov">performance.reporting@tea.texas.gov</a> or (512) 463-9704  Performance-Based Monitoring Analysis System (PBMAS) and Data Validation reports. <a href="mailto:performance.reporting@tea.texas.gov">performance.reporting@tea.texas.gov</a> or (512) 936-6426
<a href="#">AUDIT</a>	TEASE	<a href="#">Request</a>	<a href="#">Division of Financial Compliance</a>

### Application Access

[TEAL LOGIN](#)

[TEASE LOGIN](#)

### Related Content

[Login to Educator Certification Online System \(ECOS\) via TEAL](#)

[Instructions to Create Account in ECOS \(formerly SBEC\)](#)

[TEASE/TEAL FAQ](#)

### Contact Information

Get help with TEA account access:





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<a href="#">AUDIT</a>	TEASE	<a href="#">Request</a>	<a href="#">Division of Financial Compliance</a>

### Application Access

**TEAL LOGIN**

**TEASE LOGIN**

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[Instructions to Create Account in ECOS \(formerly SBEC\)](#)

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### Contact Information

Get help with TEA account access:





### Application List

#### Your Applications

CTER - Career and Technology Education Reports



**CTER - Career and Technology Education Reports**  
Career and Technology Education Reports -- Production System



**GrantExpenditureReports - Expenditure Reporting**  
Expenditure Reporting is available



**ISAMEnhanced - Intervention, Stage, and Activity Manager - Enhanced**  
Provides PBM stages of intervention and monitoring process tracking for the TEA Division of PMI.



**PBMS Client - PBMS Web Client**  
PBMS Web Client



**TE - Time & Effort Reporting**  
Application for entering and allocating time worked.



**UserAdmin - User Administration+**  
The Texas Education Agency Security Environment (TEASE) enhanced user administration application.



## eGrants Production Select Role(s)

Click for [Role Descriptions](#).

- Roles:**
- admin
  - ESC Viewer
  - Grantee Manager
  - Grantee Official
  - Grantee Staff
  - Grantee Viewer
  - Grantee Writer/ Editor
  - IT Admin
  - Reader
  - TEA Administrator
  - TEA Grants Director
  - TEA Staff NCLB
  - TEA Staff
  - TEA Systems Analyst
  - TEA Viewer
  - Unsure



Role Name	Role Privileges Listed by System
<p><b>Grantee Official</b> - Requestor/Grantee authorized official with authority to submit (i.e., sign) the grant applications and bind the applicant in a contractual agreement (this is usually limited to the Superintendent or Executive Director or a designee authorized by the local board of directors to bind the applicant in a contractual agreement); has all privileges: can write, certify, and submit applications, compliance reports, and expenditure reports</p>	<p><b>Grants</b></p> <ul style="list-style-type: none"> <li>• View program summary, guidelines, and instructions</li> <li>• View, create, edit, save, and print grant applications (including designation forms and supporting forms)</li> <li>• Certify and submit grant applications and amendments (including designation forms and supporting forms)</li> <li>• View NOGA</li> </ul> <p><b>Compliance/Progress/Evaluation Reports</b></p> <ul style="list-style-type: none"> <li>• View, create, edit, save, and print compliance, progress, and evaluation reports</li> <li>• Certify and submit compliance, progress, and evaluation reports</li> </ul>
<p><b>Grantee Manager</b> - Requestor/Grantee manager (local project manager or business manager; this is usually the primary and the secondary program contact as well as the business manager)</p>	<p><b>Grants</b></p> <ul style="list-style-type: none"> <li>• View program summary, guidelines, and instructions</li> <li>• View, create, edit, save, and print grant applications (including designation forms and supporting forms)</li> <li>• Certify and submit revisions of grant applications and amendments (including designation forms and supporting forms)</li> <li>• View NOGA</li> </ul> <p><b>Compliance/Progress/Evaluation Reporting</b></p> <ul style="list-style-type: none"> <li>• View, edit, save, and print compliance, progress, and evaluation reports</li> <li>• Certify and submit compliance, progress, and evaluation reports</li> </ul>
<p><b>Grantee Staff</b> - Requestor/Grantee staff (includes program staff employees or contract personnel and business office staff who only need to view the application but need to write or edit the compliance, progress, or evaluation reports)</p>	<p><b>Grants</b></p> <ul style="list-style-type: none"> <li>• View program summary, guidelines, and instructions</li> <li>• View and print grant applications (including designation forms and supporting forms)</li> <li>• View NOGA</li> </ul>



# Notice of Grant Award (NOGA)

- The NOGA authorizes the grantee to expend funds.
- The information on the NOGA is part of the grant agreement.
- The NOGA comes with a NOGA Transmittal Letter that contains important information on amending, reporting expenditures, and managing funds.





# Reallocations - November 2016

- Supplemental allocation from unexpended prior-year Perkins funding.
- Based on the same formula used to determine initial allocation.
- Final reallocation amounts will be posted on TEA website. A listserv message will notify you when reallocations are available for viewing.
- TEA will adjust your application - adding funds to largest budgeted class/object code.
- LEAs will not be able to amend the application until TEA completes budget adjustments.



# Amendments – How & When

## Required when:

- Adding a class/object code not previously budgeted
- Increasing/decreasing amount of funds in class/object code by more than 25% of **total** budget
- Adding a type of position not initially approved
- Adding new line item on any supporting budget schedule



# Amendments – How & When

Not required when:

- Increase/decrease # of positions approved by 20% or less
- Increase salary amount of funds budgeted for a position by less than 10%
- Increase/decrease amount of funds in a class/object code by 25% or less of total budget



# Pop Quiz

An amendment is needed to:

Increase salary amount of funds budgeted by 10% or less;

Add a position not initially approved;

Revise the scope or objectives of the grant;

Increase the quantity of computer hardware (not capitalized) previously approved;

Add out of state travel.



# Budgeting Costs Guidance Handbook

- Costs that do/don't require approval
- Technology purchase information
- Unallowable costs
- Use of federal funds for conferences
- Use of federal funds to pay for food
- Field trips, cell phones, travel costs, etc.



# Budgeting – A Few Specifics

- Program Income
- Supplies & Materials vs. Capital Outlay
- Postsecondary Tuition Costs
- Installation of Capital Assets
- Field Trips
- Out of State Travel



# Expenditure Reporting

- Payments entered into the Expenditure Reporting (ER) system must be certified by an authorized official per EDGAR ( § 200.415 – Required Certifications)
- Reporting due dates can be found on the TEA Grant Opportunities page.
- Additional guidance on expenditure reporting can be found on the TEA website.



# Expenditure Reporting Guidance

Refer to the following guidance for help with expenditure reports:

- [Payment Request Requiring Manual Approval](#) (PDF)
- [Expenditure Reporting \(ER\) Reference and Training Manual](#) (PDF)
- [TEA Payment Report Instructions](#)
- [Refund Information](#)
- [Request to Extend Expenditure Reporting Deadline](#)
- [Use of Expenditure Reporting to Receive Payments](#)







**Universal Errata Notices**  
**General Fiscal Guidelines**  
**Administering a Grant**  
**Prior Approval and Disclosure Forms Under the New EDGAR**  
**TEA Help Desk**

Welcome to ...

The Texas Education Agency's Office for Grants and Federal Fiscal Compliance has updated its divisional email addresses. As such, questions pertaining to grants and grant funding should be sent to [grants@tea.texas.gov](mailto:grants@tea.texas.gov). The Division of Grants Administration will be working to update its various sources of documentation to correct references to this new email address.

## TEA Grant Opportunities

This site is a central resource for and link to all State and Federal grant opportunities administered by TEA. Grant management, administrative guidance, and other resources can be found at [Division of Grants Administration](#).

### Search Options (Select options below to search for the available grant opportunities)

Application Name :

Program/Subject Area :  School Year :

Posting Status :

Funding Type :

Application Type :

**Between Dates**  
 Availability Date :    
 Due Date :

**\*\*Please note\*\* - This information is provided for planning purposes only. All dates are subject to change. Please monitor this website for current grant opportunities and specific grant announcements.**

### Search Results – Available Grant Opportunities

[Click to view grant opportunity details.](#)

View	Name of Grant Application	Availability Date	Due Date	Application Type	Availability	Status
	2016-2017 Career and Technical Education - Educational Excellence Statewide Leadership Project	08/30/2016	09/30/2016	Discretionary Continuation	Paper	Confirmed
	2016-2017 Career and Technical Education State Student Organizations Grant Application	08/05/2016	09/06/2016	Discretionary Non-Competitive	eGrants	Confirmed
	2016-2017 Carl D. Perkins Community and Technical Colleges Consolidated Grant Application	07/15/2016	08/15/2016	Discretionary Non-Competitive	Paper	Confirmed
	2016-2017 Title I, Part B Carl D Perkins Corrections Grant Application	08/05/2016	09/06/2016	Formula	eGrants	Confirmed
	2016-2017 Title I, Part C Carl D Perkins Career and Technical Education Act Grant Application	05/16/2016	08/31/2016	Formula	eGrants	Confirmed

**Status** - "Tentative" indicates that the dates displayed are the projected dates of availability only. The deadline date is subject to change until the Grant Application is finalized and available for distribution/publication. Prospective applicants are responsible for obtaining the most current information on this website.

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# TEA Resources

TEA Website: [Texas Education Agency](#)

TEA Help Desk: [Help Desk](#)

Grant Opportunities: [Grant Opportunities](#)

Program Guidelines: [Program Guidelines](#)

Administering a Grant: [Administering a Grant](#)  
Grant Management Handbook  
Supplement, Not Supplant Handbook  
When to Amend PDF

Edgar FAQs: [FAQs](#)



# Contact Information

## Program Information

Curriculum Division

[Career@tea.texas.gov](mailto:Career@tea.texas.gov)

(512) 463-9581

## Fiscal Information

Grants Administration

[grants@tea.texas.gov](mailto:grants@tea.texas.gov)

512-463-8525



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