

2020/21 Perkins V

New Perkins Act, but similar funding request guidelines

The big picture: Perkins, Perkins V, and the current Covid-19 impact on CTE:

The Strengthening Career and Technical Education for the 21st Century Act (Perkins V) was signed into law by President Trump on July 31, 2018. This bipartisan measure reauthorized the Carl D. Perkins Career and Technical Education Act of 2006 (Perkins IV) and continued Congress' commitment in providing nearly \$1.3 billion annually for career and technical education (CTE) programs for our nation's youth and adults.

Perkins V represents an important opportunity to expand opportunities for every student to explore, choose, and follow career & technical education programs of study & career pathways to earn credentials.

Implementation of Perkins V allows us to tackle two California issues (from 2018):

1. Skills shortages and low unemployment but inequalities in economic gains for low-skilled workers, traditionally over-represented by persons of color
2. Expectation that CTE should address both by leveling the playing field and heighten the focus on equity and access

Since mid-March 2020, there are new issues to address, including:

1. Rising unemployment across many sectors in California. Individuals who are working are generally those employed in "essential" fields or ones where they were able to transition to remote working.
2. Equity and access for our students with the shift from classes on campus to remote teaching and online learning
3. The unknown: When will classes be held in a face-to-face setting again? This is a challenge for many of our CTE programs.

Please keep these things in mind as you write your Perkins 20/21 application and as you work with your advisory committees.

What types of costs are **NOT** eligible/allowable?

1. Student expenses or direct expenses to students* (*info on 2nd page*)
2. Entertainment
3. Awards and memorabilia
4. Individual memberships
5. Memberships with organizations that lobby
6. College tuition, fees, books
7. Fines and penalties
8. Insurance/self-insurance
9. Expenses that supplant (ask yourself "Where would the funds come from if not Perkins?")
10. Audits, except single audit
11. Contributions and donations
12. Contingencies
13. Facilities and furniture
14. General advertising

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15. Alcohol
16. Fundraising
17. General administration

*Student Expenses

In providing support for a program for individuals who are members of special populations, districts may use Perkins funds to provide direct assistance to students if all of the following conditions are met:

1. Recipients of the assistance must be individuals who are members of special populations who are participating in vocational and technical education programs.
2. Assistance may only be provided to the extent that is needed to address barriers to the individual's successful participation in vocational and technical education programs.
3. Direct financial assistance must be part of a broader, more generally focused effort to address the needs of individuals.
4. Funds must be used to supplement, not supplant.

What types of costs **ARE** eligible/allowable?

1. Administrative Costs (5%) *Note: This is an expense that we take off the top of the funds received by the college, rather than by each program. It covers part of the costs to operate our office.*
2. Personnel Services (requires time and effort monthly forms to be completed and submitted with timesheets)
 - Direct instruction (tutors and professional experts)
 - Non instructional (student ambassadors)
3. Instructional equipment and software
4. Instructional materials and supplies that are specifically tied to the activities in your application and cannot be purchased through your department/program budget. We cannot fund operational supplies, such as toner, paper, Scantron forms, and pens.
5. Travel including out of state travel, except for travel to states banned by California. Banned states: Alabama, Iowa, Kansas, Kentucky, Mississippi, North Carolina, Oklahoma, South Carolina, South Dakota, Tennessee, and Texas due to their anti LGBTQ laws.
6. Program specific marketing to address gaps/needs

Budget and Implementation Notes:

- Expenditures Must:
 - Meet the purpose of the Act
 - Be necessary and reasonable
- Expenditures May Not be Used for:
 - General purposes for the college
 - Maintenance of existing programs

Detail required in proposed program budgets:

- Equipment and supplies:
 - Vendor quote including tax and shipping. Include tax even if vendor does not include it.
 - Round up/pad your quote 10% to accommodate for possible price increases

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- Professional Development/Conferences:
 - List specific conference(s), dates, location(s), and amount needed for each conference.
 - If multiple faculty to attend, please list that
- Student tutors:
 - Students we hire must have direct contact with other students. They are “tutors” not “workers.” They are only to be working when classes are in session.
 - Provide a breakdown of your student tutor funds needed and pad a bit for wage increases. Carole Stevens will add the appropriate benefits to your budget.
 - If you plan to have other sources of funds for tutors to start off the 2019/20 year before using Perkins funds, please note when you anticipate starting to use Perkins funds
- Marketing:
 - Plan, timeline, and amount needed for the plan. (What, where, when and how)
 - Note: Programs that receive marketing funds will coordinate their projects with Jacinta Jocson after approval. Our timeline is too tight to fully create a plan with Jacinta prior to the application deadline for this funding cycle
 - Possible marketing items/projects could include: banners, flyers, flags, tablecloths, bus ads, vehicle wraps, and social media
 - We cannot fund marketing items that are “giveaways” such as pens, t-shirts, note pads, and tote bags.

Spending Deadlines for Approved Budget Items:

- You should know what your approved budget requests are around May 25th.
- The goal of Perkins funds is to impact your program as soon as possible within the 20/21 fiscal year. In order to do that, please get your requisitions and quote to Carole Stevens once our year starts. July 6th would be great. With that said, the deadline is Friday, September 11th
- For professional development/conferences:
 - Submit Mt. SAC Perkins C&T form to Carole Stevens at least 2 months prior to the conference. We would appreciate it if you would submit your paperwork as soon as registration opens.
 - For out of state travel, submit the out of state form to Carole Stevens as soon as registration opens. Out of state travel requires additional approvals including our CCCCCO Grants Monitor
 - Excessive travel expenses for hotels and flights due to delays in submitting paperwork to our office in advance of approved travel is not “reasonable” and as such will be reimbursed at “reasonable” rates.