

Welcome!

We Will Begin Shortly...

- The presentation will begin at 1:30 PM.
- Please submit questions and any technical issues using the Q&A feature.
- The Power Point Presentation and a recording of this training will be available on the TEA website at this link: [Slides and Videos.](#)

2023-2024 Perkins V: Strengthening Career and Technical Education for the 21st Century Grant Application Training

Presented by the
Grants Administration Division

June 15, 2023

Presenters: Amy Samet and Christie Mizzell-James

This presentation is intended solely to provide general information and guidance to Texas LEAs and reflects the Texas Education Agency's current understanding of the presentation topics and applicable federal guidance. The content of this presentation is subject to change as a result of further potential information and guidance provided by federal agencies with regulatory oversight of these program(s). This presentation does not constitute legal advice, and LEAs are, therefore, advised to seek legal counsel regarding the information and guidance provided in this presentation before acting on such information and guidance.

Agenda

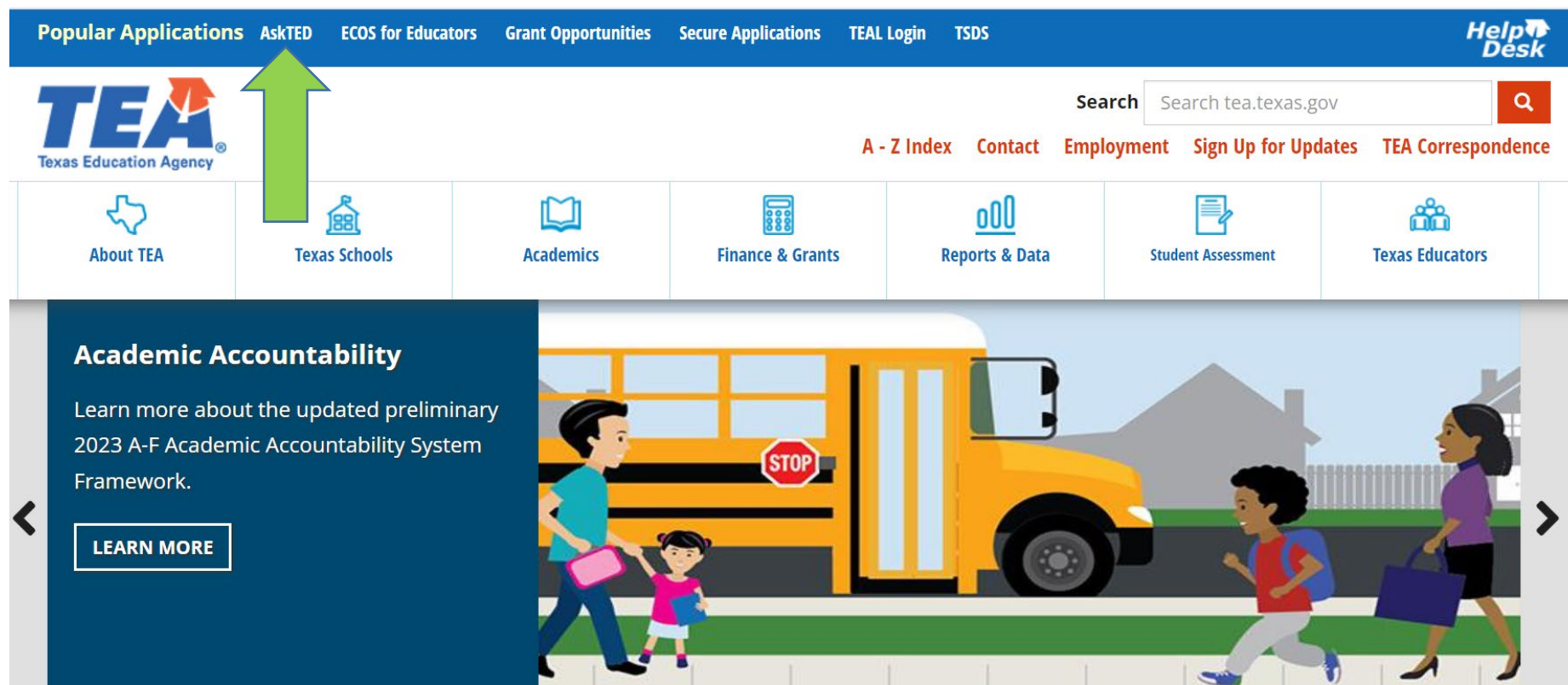


- 1. Getting Ready**
- 2. SC5003**
- 3. ADC**
- 4. The Application**
- 5. Resources**
- 6. Questions**

Getting Ready

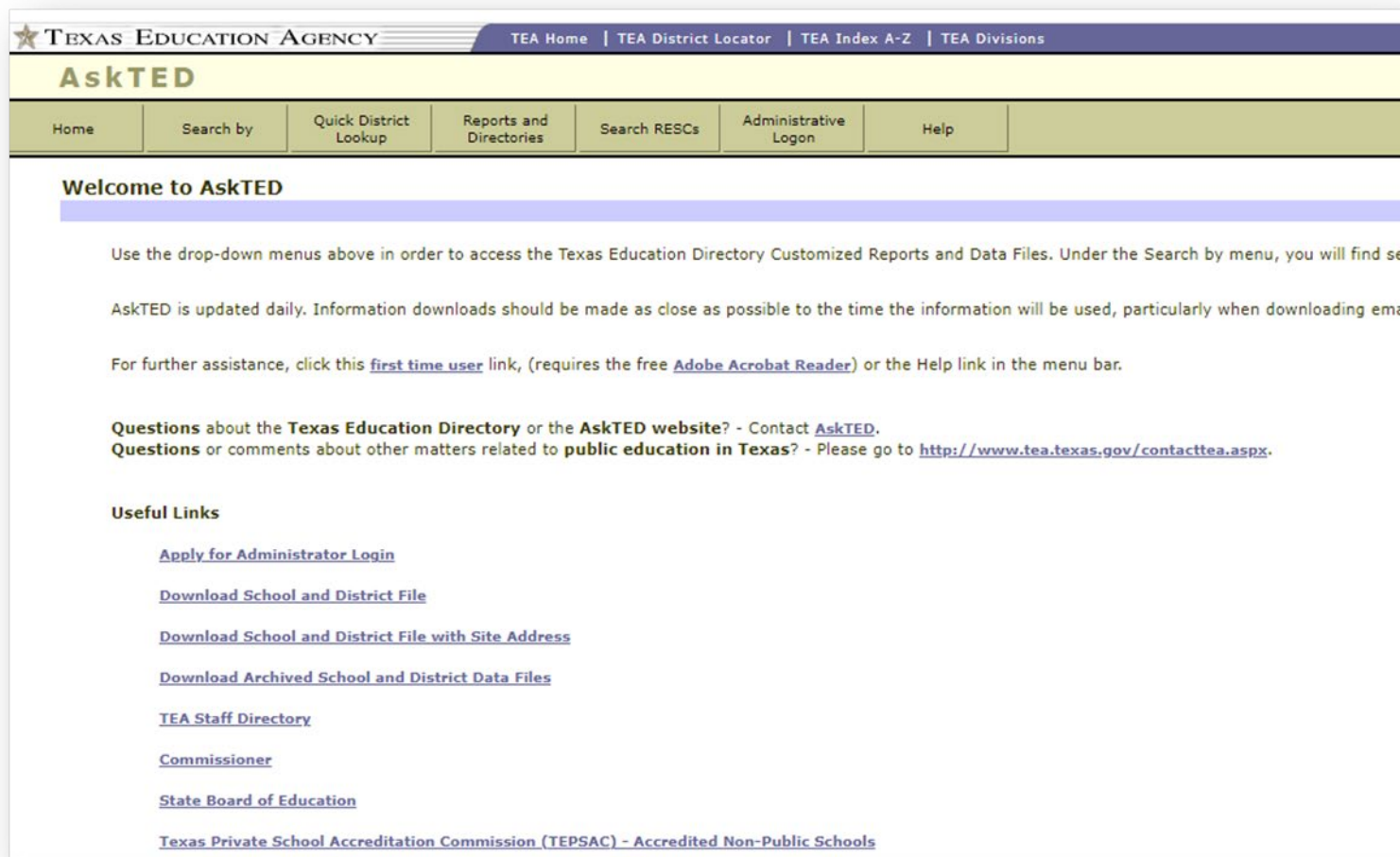
Preparations Before Application Is Released

- 1. Update information in AskTED**
- 2. Use Chrome as your internet browser**
- 3. Verify access to TEAL and eGrants**
- 4. Have a copy of your most recently approved application available**
- 5. Update eGrants Contacts**
- 6. Coordinate with others**



The screenshot shows the TEA website's top navigation bar. A green arrow points to the 'AskTED' link, which is highlighted. The navigation bar includes links for 'Popular Applications', 'AskTED', 'ECOS for Educators', 'Grant Opportunities', 'Secure Applications', 'TEAL Login', and 'TSDS'. Below the navigation bar is a search bar and a row of links: 'A - Z Index', 'Contact', 'Employment', 'Sign Up for Updates', and 'TEA Correspondence'. A row of icons represents various TEA services: 'About TEA', 'Texas Schools', 'Academics', 'Finance & Grants', 'Reports & Data', 'Student Assessment', and 'Texas Educators'. Below this is a banner for 'Academic Accountability' with a 'LEARN MORE' button. The banner features an illustration of a yellow school bus with a 'STOP' sign, and a family walking towards it.

Verify and update LEA information in AskTED.



The screenshot shows the AskTED website interface. At the top, there is a navigation bar with links: TEA Home, TEA District Locator, TEA Index A-Z, and TEA Divisions. Below this is a yellow banner with the AskTED logo. A green menu bar contains links: Home, Search by, Quick District Lookup, Reports and Directories, Search RESCs, Administrative Logon, and Help. The main content area has a purple header that says "Welcome to AskTED". Below this, there is a paragraph explaining the site's purpose and a link for first-time users. A section titled "Useful Links" lists several resources: Apply for Administrator Login, Download School and District File, Download School and District File with Site Address, Download Archived School and District Data Files, TEA Staff Directory, Commissioner, State Board of Education, and Texas Private School Accreditation Commission (TEPSAC) - Accredited Non-Public Schools.

On the AskTED screen, you can:

- Search for Texas school district information
- Apply for Administrator Login to update your LEA's information

Important Dates for 2023-2024 Perkins V

Perkins V Application

Document Type	Release Date	Due Date
SC5600 CLNA – Comprehensive Local Needs Assessment (for LEAs who did not submit the SC5600 CLNA form in 2022-2023)	Contact Dale Fowler	Dale.Fowler@tea.Texas.gov
SC5003 – Formula Grants Consolidated Schedule	May 1, 2023	September 1, 2023
Perkins V ADC – Applicant Designation and Certification for LEAs	May 11, 2023	September 1, 2023
Perkins V eGrants Application	June 15, 2023	September 1, 2023

Check for availability of the 2023-2024 Perkins V Planning Amounts on TEA website's [Entitlements page](#).

SC5003 – Formula Grants Consolidated Schedule

SC5003 – Formula Grants Consolidated Schedule

Organization Name:

Region: 11

CDN:

Vendor ID:

eGrants



Contacts

Compliance Reports

Grants

Special Collections

Document Library

Manage eGrants

Reports

Home » Special Collections

Special Collections

Special Collection Description	Grant	Status	Amend	Due Date	ID
2023-2024 SC5003 Formula Grants Consolidated Schedule	2023-2024 Data Collections for Federal Funding	Available		09/01/2023	003285-033457-00-01
2023-2024 SC5100 Special Ed Comprehensive and Coordinated Early Intervening Services (CCEIS & CEIS)	2023-2024 Special Education Consolidated Grant Application (Federal)	Available		06/02/2023	003280-033457-00-01
2023-2024 SC9000 Annual Survey of Children in Local Facilities for Neglected/Delinquent	2023-2024 ESSA Consolidated Federal Grant Application			01/30/2023	
2022-2023 SC5003 Formula Grants Consolidated Schedule	2022-2023 Data Collections for Federal Funding	Submitted		09/02/2022	003073-033457-00-01

SC5003 – Formula Grants Consolidated Schedule

Part 3: Certification and Incorporation

Certification and Incorporation Statement

I hereby certify that the information contained in this Special Collections Report is, to the best of my knowledge, correct and that the organization named above has authorized me as its representative to submit this data. I further certify that any ensuing program and activity will be conducted in accordance with all applicable Federal and State laws and regulations; application guidelines and instructions; provisions, assurances, and certification requirements; and the schedule submitted. It is understood by the applicant that this application constitutes an offer and, if accepted by the Texas Education Agency or renegotiated, acceptance, will form a binding agreement.

Authorized Official

Select Contact: or

First Name: Debbie Middle Initial: Last Name: Chapman Title: Director of Federal Programs & Grants
Phone: 806-326-1353 Ext: E-Mail: debbie.chapman@amaisd.org

Submitter Information

First Name: Debbie Last Name:
Approval ID: debbie.chap Submit Date:
System completes this section once certified and submitted

Only the legally responsible party may certify and submit this report.

Once Parts 1 and 2 have been completed by all grant programs, the Authorized Official will certify and submit the SC5003 to TEA.

Select Contact using the drop-down menu. The Submitter Information section will be automatically populated.

Gaining Access to the Application



The screenshot shows the eGrants application interface. A green arrow points to the 'Grants' tab in the top navigation bar. The 'Grants' dropdown menu is open, showing options: 'Grants In Process', 'Apply for Eligible Grants', 'Draft Grants', 'Grants in Negotiation', 'Submitted Grants', and 'Awarded Grants'. The 'Apply for Eligible Grants' option is highlighted in orange. On the left side of the interface, there is a breadcrumb trail 'Home » Apply for Eligible Grants' and a large orange heading 'Apply for Eligible Grants'. Below this, there is a table with the following data:

Grants Description	s	Due Date
2020-2021 Special Education Consolidated Grant Ap	ble	9/3/2020
2019-2020 IDEA-B Discretionary Residential	ble	7/17/2020
2019-2020 IDEA-B Special Education Emerging Need	ble	7/15/2020

After the SC5003 has been submitted, the application will be accessible.

On the Grants tab dropdown, click on “Apply for Eligible Grants.”

Applicant Designation and Certification (ADC)

The GS2200: Applicant Designation and Certification (ADC)

Waiver from the Minimum \$15,000 Requirement



- LEAs with an entitlement amount less than \$15,000 must join an SSA or submit a waiver form to apply independently.
- Contact the negotiator for your region for this form. It must be attached with your application.

GS2200: Applicant Designation and Certification (ADC)

Applicant Designation and Certification

Part 1: Designation

Designation Copy Prior Year Data					
Funding Source	Apply on Own	Apply as Fiscal Agent of SSA	Not Apply at All	Apply as Member of SSA	Select a Fiscal Agent <i>only</i> if you selected "Apply as Member of SSA".
					Designated Fiscal Agent Name (Entity Name) Fiscal Agent CDN
1. Perkins V Formula Grant	<input checked="" type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	Select One ▼

*Allocation amount(s) are posted at <https://tea.texas.gov/finance-and-grants/grants/grants-administration/applying-for-a-grant/entitlements>

- Part 1 – Select the appropriate designation.
- Fiscal Agents should complete their ADCs early, before SSA members complete their ADCs.
- The ADC designation must match the CLNA designation.

Applicant Designation and Certification (ADC)

Part 2: Certification and Incorporation

Certification and Incorporation Statement (Only the legally responsible party may submit this report.)			
I understand that the designation selected above will remain in effect for the duration of the project period for the program(s) as specified.			
I certify that to the best of my knowledge, the information contained in this form is correct and complete and that I am authorized to file this certification on behalf of the applicant organization.			
A single organization applying for any grant program on its own certifies the designation as an individual applicant for the program(s) specified in this designation form. For each member of a Shared Services Arrangement (SSA), the member certifies its agreement to participate in an SSA, as stated for the program(s) specified in this designation form. For each organization registering as a fiscal agent, the organization certifies its agreement to act as fiscal agent for the SSA as stated for the program(s) specified in this designation form.			
If Apply as Member of SSA has been selected for any funding source, the designated fiscal agent is the administrative and fiscal agent for this project and is authorized to receive and expend funds for the conduct of this project on behalf of the members. The fiscal agent is accountable for all shared services arrangement activities and is therefore responsible for ensuring that all funds, including payments to members of shared services arrangements, are expended in accordance with applicable laws and regulations.			
All participating organizations have entered into a written shared services agreement which describes the responsibilities of the fiscal agent and			
SSA members, including the refund liability that may result from on-site monitoring or audits and the final disposition of equipment, facilities, and materials purchased for this project.			
It is understood that the fiscal agent is responsible for the refund for any exceptions made as a result of on-site monitoring or audits; however, based on the SHARED SERVICES AGREEMENT, which must be on file with the fiscal agent for review, the fiscal agent may have recourse to the member organization(s) where the discrepancy(ies) occurred.			
The authorized official has read and certifies agreement as stated above.			
Authorized Official			Select Contact: Select One or Add New Contact
First Name: f	Middle Initial: i	Last Name:	Title: Federal Programs Director
Phone: 7	Ext:	E-Mail: p	
Submitter Information		System completes this section once certified and submitted	
First Name:		Last Name:	
Approval ID: 1		Submit Date and Time:	06/08/2022 12:18:01 PM

In Part 2, the authorized official should review the Certification and Incorporation Statement, complete the Authorized Official information, and select the Certify and Submit button to send to TEA.

Accessing the Perkins V Application

1. **2023-2024 SC5600 Comprehensive Local Needs Assessment***

SC5600 (CLNA) must be submitted before ADC can be completed. Access through Special Collections Tab.

**only required for new grantees in 2023-2024*

2. **2023-2024 SC5003 Formula Grants Consolidated Schedule**

SC5003 must be completed before ADC can be completed. Access through Special Collections Tab.



3. **2023-2024 Perkins V: Strengthening Career and Technical Education for the 21st Century ADC**

ADC must be submitted before application becomes visible. Access through Grants Tab.



4. **2023-2024 Perkins V: Strengthening Career and Technical Education for the 21st Century Application**

Access through Grants Tab.

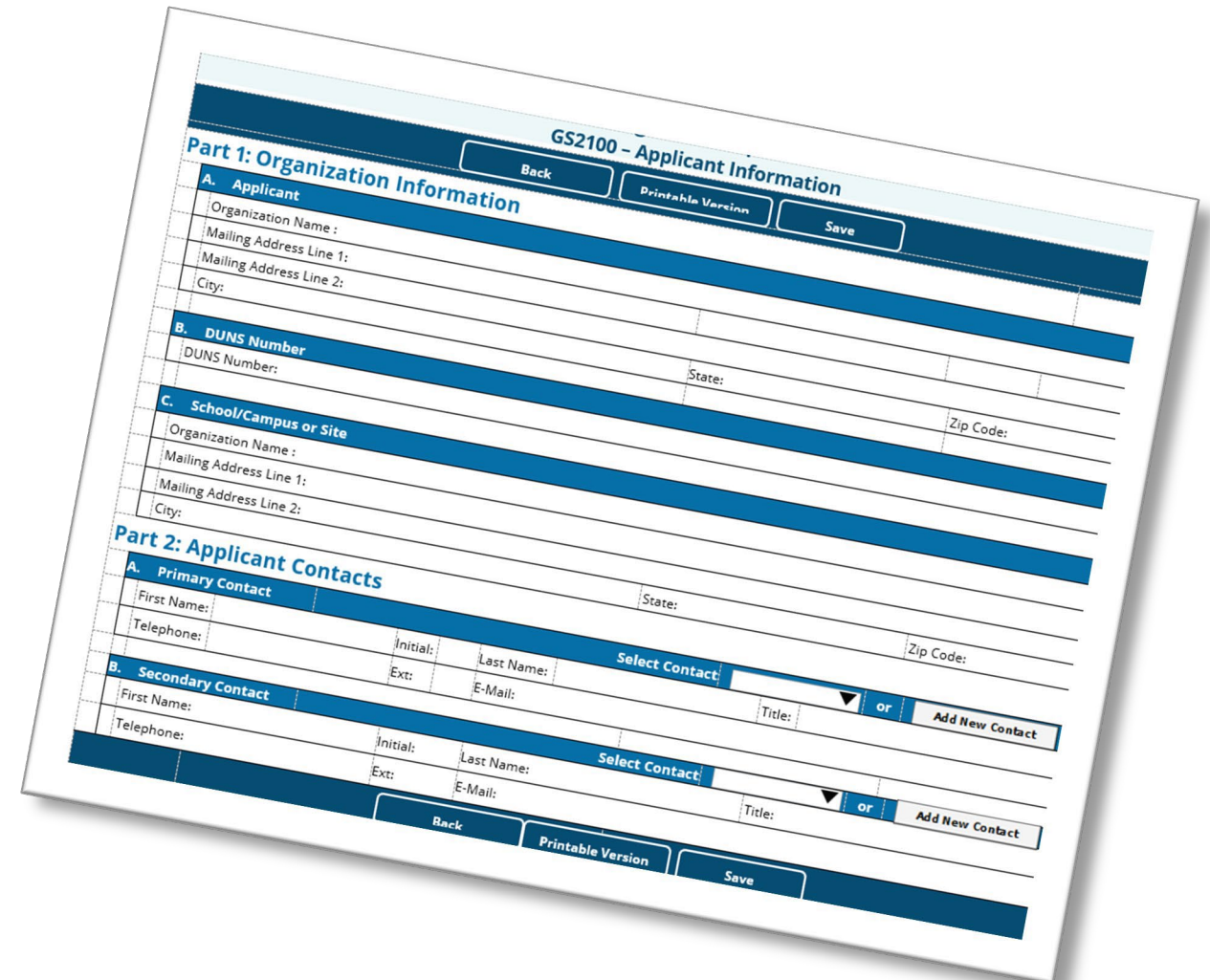
The Application

GS2100 Applicant Information

Part 2: Applicant Contacts section requires two different contacts.

Verify that email addresses and phone numbers are correct.

The GS2100 can be updated at any time during the grant period without starting an amendment. It is important to keep the contact information up-to-date.



The screenshot displays the 'GS2100 - Applicant Information' form, which is divided into two main sections: 'Part 1: Organization Information' and 'Part 2: Applicant Contacts'. The form includes fields for organization name, mailing address, city, state, and zip code. It also includes fields for DUNS number and school/campus or site information. The 'Part 2: Applicant Contacts' section includes fields for primary and secondary contact information, including first name, last name, initial, extension, telephone, email, and title. There are 'Select Contact' dropdown menus and 'Add New Contact' buttons for each contact. The form also features 'Back', 'Printable Version', and 'Save' buttons at the bottom.

TEA Career and Technical Education Team



Marcette Kilgore
Statewide CTE Director



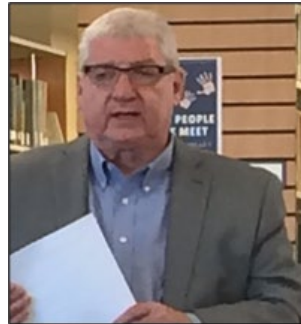
Erica Bates
CTE Coordinator

Career Clusters
--Education and Training
-Hospitality and Tourism
-Human Services



Jennifer Bullock
CTE Coordinator

Career Clusters
-Information Technology
-STEM
-Manufacturing



Dale Fowler
CTE Coordinator

Career Clusters
-Business, Marketing and Finance
-Law and Public Service



Lacy Freeman
CTE Coordinator

Career Clusters
-Arts, AV Technology and Communications



Les Hudson
CTE Coordinator

Career Clusters
-Agriculture, Food & Natural Resources
-Architecture and Construction
-Energy



Steve Smith
Project Manager

-CTE Indicator Autocoding
-Labor Market Analysis
-Content Management



Juanita Soto
CTE Coordinator

Career Clusters
-Health Science
-Transportation, Distribution and Logistics

TEA CTE Team – For Programmatic Questions

TEA CTE Team	Email Address	ESC Regions Assigned
Erica Bates, CTE Coordinator	erica.bates@tea.texas.gov	ESC Regions 2, 3, and 20
Jennifer Bullock, CTE Coordinator	jennifer.bullock@tea.texas.gov	ESC Regions 7, 8, and 9
Dale Fowler, CTE Coordinator	dale.fowler@tea.texas.gov	ESC Regions 16, 17, 18, and 19
Lacy Freeman, CTE Coordinator	lacy.freeman@tea.texas.gov	ESC Regions 6, 12, 14, and 15
Les Hudson, CTE Coordinator	les.hudson@tea.texas.gov	ESC Regions 1, 10, and 11
Marcette Kilgore, CTE Director	marcette.Kilgore@tea.texas.gov	Statewide Director
Steve Smith, Project Manager	steve.smith@tea.Texas.gov	Project Management
Juanita Soto, CTE Coordinator	juanita.soto@tea.Texas.gov	ESC Regions 4, 5, and 13

PS3012 Local Application



Program Description PS3012 - Local Application

Part 1. Comprehensive Local Needs Assessment Results

Copy Prior Year Data

Summary and Use of Funds

1. Summarize the results of the comprehensive local needs assessment.

The results of the CLNA showed the top three CTE programs aligned with the regional and state are Health Science, Education and Manufacturing including construction trades. One of the of the highest number of concentrators and completers for Angleton ISD were Manufacturing and Health Science were in the top five. Education and Human Resources also aligned with the regional and state data. Areas to address for AISD is to increase the number of completers and the number of students receiving state certifications and licensure exams. The CLNA also revealed Blacks/African Americans and Hispanics need to increase academic proficiencies in Math 2S1 at 39%, the number of completers 5S4 was lower than the state at 30%, and concentration on non-traditional program 4S1 at 44%. Angleton ISD out performed the state in all other categories.

2. ☒ Most recent State and LEA Perkins Performance Indicator data have been reviewed.

3. Describe how the LEA will use funds to develop and implement evaluations of CTE programs, including evaluations necessary to complete the comprehensive local needs assessment (one of the six required used of funds).

AISD will use part of the Perkins funds in partnering with Brazosport College in securing a dual counselor to increase the number of completers by tracking students in completing the sequence of courses and offering college courses aligned with state.

Part 2. Programs of Study Funding

- Comprehensive Local Needs Assessments (CLNAs) must be completed every two years.
- Last year, grantees completed CLNAs so this year they do not have to – unless the grantee is a new charter school, a new district, or a grantee who is changing designations.
- Select Copy Prior Year Data to populate the fields with Year 1 answers – which can be updated.
- The ADC designation must match the CLNA designation.

PS3012 Local Application

Part 1. Comprehensive Local Needs Assessment Results

- Summarize the results of the comprehensive local needs assessment.
- Confirm (by selecting the checkbox) that most recent State and LEA Perkins Performance Indicator data have been reviewed.
- Describe how the LEA will use funds to develop and implement evaluations of CTE programs, including evaluations necessary to complete the comprehensive local needs assessment (one of the six required used of funds).

Part 2. Programs of Study Funding

Part 3. Career Exploration, Guidance, and Counseling Provided to All Students in the LEA

Part 4. Improve Academic and Technical Skills of CTE Students

Part 5. Special Populations and Non-Traditional Fields

Part 6. Work-Based Learning Opportunities

Part 7. Postsecondary Credit

Part 8. Recruitment, Retention, and Training

Part 9. Performance Gaps


- Use the SC5600 Comprehensive Local Needs Assessment as a reference when completing the PS3012.
- Hit “Save” at any point along the way and a list of errors will appear if the application has not been completed correctly.

PS3012 Local Application: View Errors feature

Instructions

Program Description
PS3012 - Local Application

Errors and Warnings

 All errors must be corrected prior to submission.

Print Errors

Errors

1. **Part 3, Line 1:** You must complete this required field.

2. **Part 6, Line 2:** You must select at least one of the checkboxes or provide an "Other" entry.

3. **Part 8, Line 2:** You must complete this required field.

Print Errors

Part 1. Comprehensive Local Needs Assessment Results

Summary and Use of Funds

1. Summarize the results of the comprehensive local needs assessment.

Here is an overview of the results of the CLNA. These were our findings after we accessed labor market surveys and interviewed stakeholders:

- All errors must be corrected prior to submission.
- Warnings advise the applicant that there is a potential issue that may need to be resolved but the system will not prevent the applicant from submitting the application.

Grants Administration Division

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A. Perkins V Performance Measures

- If the columns on the right are grayed out, they do not have to be completed.
- If the columns on the right are not grayed out, a response is required.
 - ○ Explain why Actual % was less than Statewide Target %
 - ○ Describe strategies the LEA will use to improve CTE student performance.

A. Perkins V Performance Measures						
(Perkins V baseline data can be accessed through the TEAL Accountability Application under the CCMP tab.)						
2019-2020 Actual %	2020-2021 Actual %	2021-2022 Actual %	Statewide Target %	Local Target %	Explain why Actual % for 2018-2019 was less than Statewide Target %.	Describe strategies the LEA will use to improve CTE student performance.
1.						
2.						
3.						

B. Perkins Performance Description

- Describe district programs that are designed to enable special populations students to meet Perkins performance targets.
- Describe the process that will be used to evaluate and continuously improve the district's performance.

Budget

BS6001 Program Budget Summary

Program Budget BS6001 - Program Budget Summary and Support

Statutory Authority: Carl D. Perkins Strengthening Career and Technical Education for the 21st Century Act, P.L. 115-224

Part 1: Available Funding

[View List of SSA Members](#)

Available Funding	
Description	Carl D Perkins Technical Grant
1. Fund/SSA Code	244
2. Planning Amount	
3. Final Amount	\$781,583
4. Carryover	
5. Reallocation	
Total Funds Available	\$781,583

Part 2: Budget Summary

A. Budgeted Costs		
Description	Class/ Object Code	Carl D Perkins Technical Grant
1. Consolidated Administrative Funds		<input type="radio"/> Yes <input type="radio"/> No
2. Payroll Costs	6100	\$5,000
3. Professional and Contracted Services	6200	\$50,000
4. Supplies and Material	6300	\$250,000
5. Other Operating Costs	6400	\$350,000
6. Debt Services	6500	
7. Capital Outlay	6600	\$100,000
8. Operating Transfers Out	8911	
Total Direct Costs		\$755,000
9. Indirect Costs		\$26,583
Total Budgeted Costs		\$781,583
Total Funds Available Minus Total Costs		\$0
10. Member Districts of SSA	6493	

Part 1: Available Funding

- Total funds will be visible.
- For Perkins, there is only a final amount. There is no carryover. Reallocations will be entered by TEA when available.

Part 2: Budget Summary, A. Budgeted Costs

- Enter Class Object Code totals. Enter Indirect Costs if applicable.

BS6001 Program Budget Summary

Program Budget BS6001 - Program Budget Summary and Support

Enter amounts in Direct Admin Costs fields if applicable.

B. Breakout of Direct Admin Costs				
Description	Class/ Object Code	Carl D Perkins Technical Grant		
		Program Costs	Direct Admin Costs	Total Costs
1. Payroll Costs	6100	\$5,000		\$5,000
2. Professional and Contracted Services	6200	\$50,000		\$50,000
3. Supplies and Material	6300	\$250,000		\$250,000
4. Other Operating Costs	6400	\$350,000		\$350,000
5. Debt Services	6500			
6. Capital Outlay	6600	\$100,000		\$100,000
7. Operating Transfers Out	8911			
Total		\$755,000		\$755,000

Part 2: Budget Summary, B. Breakout of Direct Admin Costs

- Direct Costs are broken out into Program Costs and Direct Admin Costs.
- When no funds are budgeted, leave cells blank. Do not enter a zero.
- Authorizing statute limits the amount of funds that may be budgeted to administer the program, including direct administrative costs and indirect costs, to no more than 5% of the total grant awarded for any fiscal year.
- NOTE: Administrative funds include both direct administrative costs and allowable indirect costs.

BS6101 Payroll Costs

Program Budget BS6101 - Payroll Costs

Part 1: Total Payroll Costs

Payroll costs entered on BS6001	
Total Payroll Costs	Carl D Perkins Technical Grant
	\$5,000

Part 2: Number and Type of Positions

A. Administrative Support or Clerical Staff	
Position Type	Carl D Perkins Technical Grant
1. Administrative support or clerical staff (Integral to program)	

B. LEA Positions	
Position Type	Carl D Perkins Technical Grant
1. Professional staff	<input type="checkbox"/>
2. Paraprofessionals	<input type="checkbox"/>
3. Administrative support or clerical staff (paid by LEA indirect cost)	<input type="checkbox"/>

C. Campus Positions	
Position Type	Carl D Perkins Technical Grant
1. Professional staff	<input type="checkbox"/>
2. Paraprofessionals	<input type="checkbox"/>
3. Administrative support or clerical staff (paid by LEA indirect cost)	<input type="checkbox"/>

Part 3: Substitute, Extra-Duty, Benefits

Substitute, Extra-Duty, Benefits	
1. For schoolwide personnel (includes staff salary, extra-duty pay/beyond normal hours, and substitutes for staff positions at schoolwide campuses)	<input type="checkbox"/>
2. Stipends and extra-duty pay/beyond normal hours for positions not indicated above	<input type="checkbox"/>
3. Substitutes for public and charter school teachers not indicated above	<input checked="" type="checkbox"/>
4. Incentive pay for positions not indicated above	<input type="checkbox"/>

Part 4: Confirmation of Payroll Requirements

Confirmation of Payroll Requirements	
1. <input checked="" type="checkbox"/> The grantee certifies the federally funded portion of this position and duties are reasonable, necessary, allowable and allocable under the applicable federal fund source. The grantee further certifies that it is in compliance with the federal supplement, not supplant provision applicable to each federal fund source. The grantee assures the grant-funded portion of this position and duties meet the purpose, goals, and objectives of the federal fund source. Documentation must be maintained locally by the grantee that clearly demonstrates the allowable and supplemental nature of the position, as required by each federal fund source, and will provide such documentation to TEA upon request.	

- If budgeting direct costs for Administrative Support or Clerical Staff, enter the number of positions in this field, not a dollar amount.
- For other positions, simply check the box to indicate funds will be spent on that line item.

BS6201 Professional and Contracted Services

Program Budget BS6201 - Professional and Contracted Services

Part 1: Professional and Contracted Services

Budgeted Costs		
Description	Class/Object Code	Carl D Perkins Technical Grant
1. Rental or Lease of Buildings, Space in Buildings, or Land	6269	
2. Professional and Consulting Services	6219 6239 6291	
Subtotal Professional and Contracted Services Costs		
Remaining \$200 Costs That Do Not Require Specific Approval		\$50,000
Total Professional and Contracted Services Costs		\$50,000

Part 2: Direct Administrative Costs

Enter amounts in direct Administrative Costs fields if applicable.				
Description	Class/Object Code	Carl D Perkins Technical Grant		
		Program Costs	Direct Admin Costs	Total Costs
1. Rental or Lease of Buildings, Space in Buildings, or Land	6269			
2. Professional and Consulting Services	6219 6239 6291			
Total				

Part 3: Itemized Professional and Consulting Services

Part 3 Itemized Professional and Consulting Services (6219, 6239, 6291) is hidden because it does not apply to the funding source(s) for this grant application.

- Renting temporary space for trainings or meetings is budgeted under Remaining 6200, Costs that Do Not Require Specific Approval.
- For more information about correctly budgeting line items, see the *Budgeting Costs Guidance Handbook*.

BS6301 Supplies and Materials

There is no BS6301 on the Perkins application.
Supplies and Materials do not require specific approval.
Simply budget the amount in the Budget Summary.

BS6401 Other Operating Costs

Program Budget BS6401 - Other Operating Costs

Part 1: Other Operating Costs

Budgeted Costs		
Description	Class/Obj Code	Carl D Perkins Technical Grant
1. Out-of-State Travel for Employees LEA must keep documentation locally.	6411	\$175,000
2. Travel for Students to Conferences (does not include field trips) Requires pre-authorization in writing.	6412	\$175,000
3. Educational Field Trips LEA must keep documentation locally.	6412 6494	
4. Stipends for Non-employees other than those included in 6419 Requires pre-authorization in writing.	6413	
5. Travel Costs for Officials such as Executive Director, Superintendent, or Board Members Allowable only when such costs are directly related to the grant. If Out-of-State Travel, LEA must keep documentation locally.	6411 6419	
6. Non-Employee Costs for Conference Requires pre-authorization in writing.	6419	
7. Hosting Conferences for Non-Employees LEA must keep documentation locally.	64xx	
Subtotal Other Operating Costs		\$350,000
Remaining 6400 Costs That Do Not Require Specific Approval		\$0
Total Other Operating Costs		\$350,000

Please note

- Line 1 (out-of-State Travel for Employees) LEA must keep documentation locally.
- Line 2 (Travel for Students to Conferences) Pre-authorization is required in writing.
- Line 3 (Educational Field Trips) LEA must keep documentation locally.
- Lines 4-7 are unallowable for this grant.
- In-state travel for employees is to be budgeted under Remaining 6400 Costs that do not require specific approval.
- A new process has been established for obtaining pre-authorization. See the [Forms for Prior Approval, Disclosure, and Justification](#) web page.

To allow grantees to budget Subscription-Based Information Technology Arrangements (SBITA) costs for terms greater than 12 months, TEA has revised the BS6501 – Debt Services schedule.

A universal errata was issued on April 3, 2023. It is posted on the Grant Opportunities Page.

<https://tea.texas.gov/sites/default/files/universal-errata-04.03.23-sbitas.pdf>

Subscription-Based Information Technology Arrangements (SBITA) may include:

- Cloud computing, e.g. online software, online curriculum, online databases
- Service contracts
- Routine maintenance
- Minor updates

Generally, subscriptions for more than one year and fewer than 5 years.

Part 1. Subscription-Based Information Technology Arrangements (SBITA) and Capital Lease Liability Costs

- In Part 1, Lines 1 and 2, enter costs for SBITA
- In Part 2, Description of SBITA, include the full subscription cost, and the start and end date of the contract.

Schedule Status:	Formula	Application ID:
eGrants TEXAS EDUCATION AGENCY SAS#: PERKAA24	Organization: Campus/Site: Vendor ID:	County District: ESC Region: School Year: 2023-2024
2023-2024 Perkins V: Strengthening Career and Technical Education for the 21st Century		
Program Budget BS6501 - Debt Services		

Part 1: Subscription-Based Information Technology Arrangement (SBITA) and Capital Lease Liability Costs

Budgeted Costs		
Description	Class/ Object Code	23-24 Perkins V
1. SBITA Liability - Principal	6514	
2. SBITA Liability - Interest	6526	
3. Capital Lease Liability - Principal	6512	
4. Capital Lease Liability - Interest	6522	
5. Interest on Debt	6523	
Total Debt Service Costs		

Part 2: Description of SBITA

Subscription	
1. SBITA Description:	Subscription Cost:
Fund Source: Select One	Contract Start Date: Contract End Date:
Add Item Delete Item	

Part 3: Description of Property

Property	
1. Property Description:	Property Value:
Fund Source: 	Contract Start Date: Contract End Date:
Add Item Delete Item	

BS6601 Capital Outlay

Program Budget BS6601 - Capital Outlay

Part 1: Capital Expenditures

Budgeted Costs	
Description	Carl D Perkins Technical Grant
1. Library Books and Media (Capitalized and Controlled by Library)	
2. Capital Expenditures for Additions, Improvements, or Modifications to Capital Assets Which Materially Increase Their Value for Useful Life (not ordinary repairs and maintenance)	
3. Furniture, Equipment, Vehicles or Software Costs for Items in Part 2	\$100,000
Total Capital Outlay Costs	\$100,000

Part 2: Furniture, Equipment, Vehicles or Software

Items	
<div>1. Generic Description: <input type="text" value="Mobile Simulation Oxygen Lab Cart"/></div> <div>Fund Source: <input type="text" value="Carl D Perkins Technical Grant"/></div> <div>Describe how the item will be used to accomplish the objective of the program:</div>	<div>Number of Units: <input type="text" value="2"/></div>
<div>2. Generic Description: <input type="text" value="Web-based CTE Data system"/></div> <div>Fund Source: <input type="text" value="Carl D Perkins Technical Grant"/></div> <div>Describe how the item will be used to accomplish the objective of the program:</div>	<div>Number of Units: <input type="text" value="1"/></div>
<div>3. Generic Description: <input type="text" value="Medical Laser for Veterinarians"/></div> <div>Fund Source: <input type="text" value="Carl D Perkins Technical Grant"/></div> <div>Describe how the item will be used to accomplish the objective of the program:</div>	<div>Number of Units: <input type="text" value="1"/></div>
<div>4. Generic Description: <input type="text" value="STEM Modules/Units"/></div> <div>Fund Source: <input type="text" value="Carl D Perkins Technical Grant"/></div> <div>Describe how the item will be used to accomplish the objective of the program:</div>	<div>Number of Units: <input type="text" value="4"/></div>

- Part 1: Total Capital Outlay Costs line will be populated with the amount entered on BS6001.
- All Capital Outlay requires specific approval.
- Do not use brand names. Do not identify vendors.
- The grayed-out field does not need to be completed.
- Add additional rows as needed by using the "Add Item" button.



BS6020 Required Uses of Funds

Program Budget BS6020 - Required Uses of Funds

Part 1: Total Budgeted Costs

Budgeted costs entered on BS6001								
Total Budgeted Costs*	Payroll (\$100)	Professional and Contracted Services (\$200)	Supplies and Materials (\$300)	Other Operating Costs (\$400)	Debt Service (\$500)	Capital Outlay (\$600)	Indirect Costs	Total Budgeted Costs
	\$5,000	\$50,000	\$250,000	\$350,000		\$100,000	\$26,583	\$781,583

Part 2: Required Uses of Funds

A. Required Uses of Perkins Funds (Program Costs Plus Administration Costs)								
Local Uses of Perkins Funds	Payroll (\$100)	Professional and Contracted Services (\$200)	Supplies and Materials (\$300)	Other Operating Costs (\$400)	Debt Service (\$500)	Capital Outlay (\$600)	Subtotals	%
1. Provide career exploration and career development activities			\$20,000	\$50,000		\$20,000	\$90,000	11.92%
2. Provide professional development	\$5,000		\$5,000	\$100,000			\$110,000	14.56%
3. Provide the skills necessary to pursue careers in high-skill, high-wage, in-demand occupations		\$25,000	\$125,000	\$47,500		\$55,000	\$252,500	33.44%
4. Support integration of academic skills into CTE programs of study		\$25,000	\$25,000	\$75,000		\$5,000	\$130,000	17.21%
5. Support integration of programs of study			\$75,000	\$75,000		\$20,000	\$170,000	22.51%
6. Evaluate Perkins-funded programs including CLNA				\$2,500			\$2,500	0.33%
Subtotals	\$5,000	\$50,000	\$250,000	\$350,000		\$100,000		
Local Uses of Perkins Funds Subtotal (Subtotal for % may not equal 100% due to rounding.)							\$755,000	100.00%
Indirect Costs							\$26,583	
Total Budgeted Costs							\$781,583	

- Class Object Code Totals from BS6001 will populate in BS6020, Part 1.
- Funds must be budgeted in all six rows of Part 2A to meet funding requirements

BS6020 Required Uses of Funds

SASF: PERKAAZ2

2021-2022 Perkins V: Strengthening Career and Technical Education for the 21st Century Program Budget BS6020 - Required Uses of Funds

Part 1: Total Budgeted Costs

Budgeted costs entered on BS6001								
Total Budgeted Costs	Payroll (6100)	Professional and Contracted Services (6200)	Supplies and Materials (6300)	Other Operating Costs (6400)	Debt Service (6500)	Capital Outlay (6600)	Indirect Costs	Total Budgeted Costs
	\$90,000	\$336,428	\$35,064	\$5,000		\$15,000	\$23,216	\$504,708

Part 2: Required Uses of Funds

A. Required Uses of Perkins Funds (Program Costs Plus Administration Costs)								
Local Uses of Perkins Funds	Payroll (6100)	Professional and Contracted Services (6200)	Supplies and Materials (6300)	Other Operating Costs (6400)	Debt Service (6500)	Capital Outlay (6600)	Subtotals	%
1. Provide career exploration and career development activities	\$10,000					\$10,000	\$20,000	4.15%
2. Provide professional development	\$10,000	\$6,428	\$10,000	\$1,000		\$100	\$27,528	5.71%
3. Provide the skills necessary to pursue careers in high-skill, high-wage, in-demand occupations	\$9,000	\$175,000	\$2,000	\$1,000		\$2,000	\$189,000	39.25%
4. Support integration of academic skills into CTE programs of study	\$30,000	\$82,000	\$14,064	\$1,000		\$1,000	\$128,064	26.59%
5. Support integration of programs of study	\$31,000	\$72,000	\$8,000	\$1,000		\$1,000	\$113,000	23.46%
6. Evaluate Perkins-funded programs including CLNA		\$1,000	\$1,000	\$1,000		\$900	\$3,900	0.80%
Subtotals	\$90,000	\$336,428	\$35,064	\$5,000		\$15,000		
Local Uses of Perkins Funds Subtotal (Subtotal for % may not equal 100% due to rounding.)							\$481,492	100.00%
Indirect Costs							\$23,216	
Total Budgeted Costs							\$504,708	



B. Uses of State and Local Funds								
Uses of State and Local Funds	Payroll (6100)	Professional and Contracted Services (6200)	Supplies and Materials (6300)	Other Operating Costs (6400)	Debt Service (6500)	Capital Outlay (6600)	Subtotals	%
1. Provide career exploration and career development activities								
2. Provide professional development								
3. Provide the skills necessary to pursue careers in high-skill, high-wage, in-demand occupations								
4. Support integration of academic skills into CTE programs of study								
5. Support integration of programs of study								
6. Evaluate Perkins-funded programs including CLNA								
Subtotals								
Uses of State and Local Funds Subtotal (Subtotal for % may not equal 100% due to rounding.)								

C. Grand Total								
Uses of Funds Grand Total (Excluding Indirect Costs)	Payroll (6100)	Professional and Contracted Services (6200)	Supplies and Materials (6300)	Other Operating Costs (6400)	Debt Service (6500)	Capital Outlay (6600)	Subtotals	
	\$90,000	\$336,428	\$35,064	\$5,000		\$15,000	\$481,492	

- Funds must be budgeted in all six rows of Part 2A to meet funding requirements.
- If Funds are *not* budgeted for all six required uses of funds in Part 2A, they must be addressed in Part 2B, Uses of State and Local Funds.

Table of Contents and GS2000 - Certify and Submit



Last Submit Date: 5/13/2021 9:55 PM



Certify & Submit



2021-2022 Perkins V: Strengthening Career and Technical

General Information GS2000 - Certify and Submit

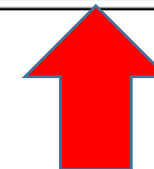
Due: 9/3/2021 5:00:00 PM
Application Status: Draft

Amendment #: 00
Version #: 01

Description	Required	Status	Last Update
General Information			
GS2100 - Applicant Information	*	Complete	5/16/2021 10:44 PM
Program Description			
PS3012 - Local Application	*	Complete	5/16/2021 10:51 PM
PS3350 - Accountability	*	Complete	5/16/2021 10:55 PM
Program Budget			
BS6001 - Program Budget Summary and Support	*	Complete	5/16/2021 11:04 PM
BS6101 - Payroll Costs	*	Complete	5/16/2021 11:07 PM
BS6201 - Professional and Contracted Services	*	Complete	5/16/2021 11:09 PM
BS6401 - Other Operating Costs	*	Complete	5/16/2021 11:09 PM
BS6501 - Debt Services	*	New	
<div> <div>Back</div> <div>Printable Version</div> <div>Save</div> <div>Certify and Submit</div> </div>			

GS2000 Certify and Submit

Certification and Incorporation Statement (Only the legally responsible party may submit this Application.)			
I hereby certify that the information contained in this application is, to the best of my knowledge, correct and that the organization named above has authorized me as its representative to obligate this organization in a legally binding contractual agreement. I further certify that any ensuing program and activity will be conducted in accordance with all applicable Federal and State laws and regulations; application guidelines and instructions; the general provisions and assurances, debarment and suspension certification, lobbying certification requirements, special provisions and assurances, and the schedules submitted. It is understood by the applicant that this application constitutes an offer and, if accepted by the Texas Education Agency or renegotiated to acceptance, will form a binding agreement.			
Authorized Official		Select Contact: Day, Sunny	or Add New Contact
First Name: Sunny	Initial:	Last Name: Day	Title: Federal Programs Director
Phone: 512-555-5555	LEA completes	Ext:	E-Mail: sunny@LEA.org
Submitter Information			
First Name:	System completes once certified and submitted		Last Name:
Approval ID:	Submit Date and Time:		
Back Printable Version Save Certify and Submit			



Streamlined Review Process

TEA's Grants Administration Division is continually evaluating and refining its processes to ensure grants are awarded in a timely manner. Negotiators are now conducting a streamlined review of applications to ensure they are in substantially approvable form and can be awarded.

After grants are awarded, they may go through Post-Award Compliance Review.

Resources

2023-2024 Federal Grant Programs—Important Dates

ESSA Consolidated Federal Grant Application

	Release Date	Due Date
SC5003-Formula Grants Consolidated Schedule	May 1, 2023	September 1, 2023
ADC for ESCs	May 11, 2023	September 1, 2023
ADC for LEAs	May 18, 2023	September 1, 2023
eGrants Application	May 18, 2023	September 1, 2023

SPED (Federal) Grant Application

	Release Date	Due Date
SC5003-Formula Grants Consolidated Schedule	May 1, 2023	September 1, 2023
ADC for LEAs	May 11, 2023	September 1, 2023
eGrants Application	June 7, 2023	September 1, 2023

Perkins V Grant Application

	Release Date	Due Date
SC5600 CLNA for LEAs not completing in 2022-2023	Contact: Dale Fowler	Dale.Fowler@tea.texas.gov
SC5003-Formula Grants Consolidated Schedule	May 1, 2023	September 1, 2023
ADC for LEAs	May 11, 2023	September 1, 2023
eGrants Application	June 15, 2023	September 1, 2023



Grants Administration



TEA's Grants Administration Division provides administration of all state and federal funds awarded to TEA for formula or discretionary grants. Personnel within the division are responsible for grant negotiation and applicant support, expenditure reporting, competitions, and funds management.

Grants

Grants Administration

Grant Basics

Applying for a Grant

Administering a Grant

Amending an Application

Expenditure Reporting

Grant Resources

Federal Program Compliance

Compliance and Reporting

Federal Fiscal Monitoring

Special Monitoring Division

Training and Other Resources

Related Content

Budgeting Costs Guidance Handbook

Grant Resources

☐ eGrants Resources

eGrants Roles

☐ How-To Videos

How to Request Access to TEA Login (TEAL)

How to Request Access to eGrants

How to Add, Edit, or Remove Contacts in eGrants

☐ Virtual Trainings for 2023-2024 Federal eGrants Applications

Slides and Videos

Questions?

