

# 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 21<sup>st</sup> 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.

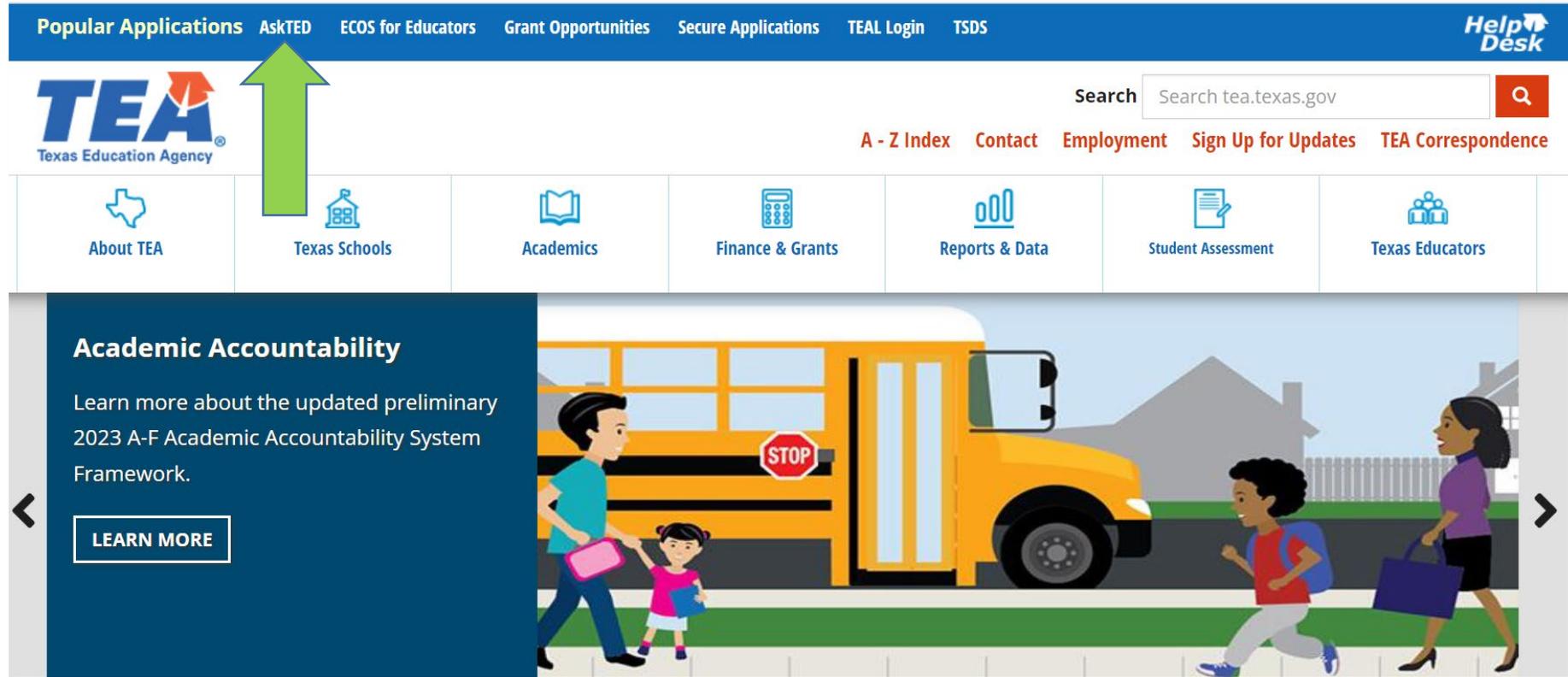


- 1. Getting Ready**
- 2. SC5003**
- 3. ADC**
- 4. The Application**
- 5. Resources**
- 6. Questions**

# 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**



Popular Applications **AskTED** ECOS for Educators Grant Opportunities Secure Applications TEAL Login TSDS Help Desk

**TEA** Texas Education Agency

Search  Q

[A - Z Index](#) [Contact](#) [Employment](#) [Sign Up for Updates](#) [TEA Correspondence](#)

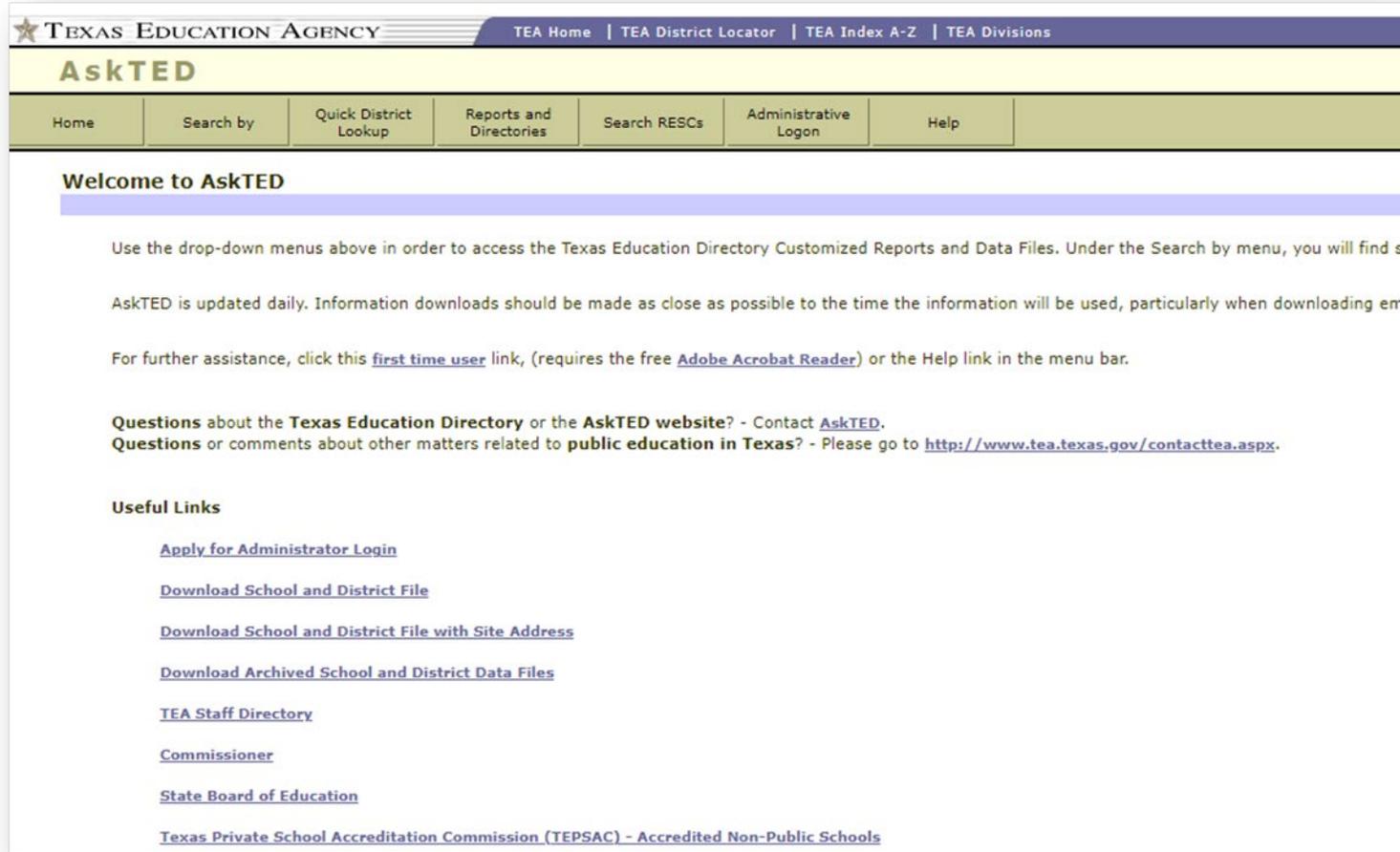
- About TEA
- Texas Schools**
- Academics
- Finance & Grants
- Reports & Data
- Student Assessment
- Texas Educators

**Academic Accountability**

Learn more about the updated preliminary 2023 A-F Academic Accountability System Framework.

[LEARN MORE](#)

**Verify and update LEA information in AskTED.**



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	<a href="mailto:Dale.Fowler@tea.Texas.gov">Dale.Fowler@tea.Texas.gov</a>
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

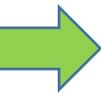
Organization Name:  Region: 11 CDN:  Vendor ID:

**eGrants**

[Home](#)
[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
<a href="#">2023-2024 SC5003 Formula Grants Consolidated Schedule</a>	2023-2024 Data Collections for Federal Funding	Available		09/01/2023	003285-033457-00-01
<a href="#">2023-2024 SC5100 Special Ed Comprehensive and Coordinated Early Intervening Services (CCEIS &amp; CEIS)</a>	2023-2024 Special Education Consolidated Grant Application (Federal)	Available		06/02/2023	003280-033457-00-01
<a href="#">2023-2024 SC9000 Annual Survey of Children in Local Facilities for Neglected/Delinquent</a>	2023-2024 ESSA Consolidated Federal Grant Application			01/30/2023	
<a href="#">2022-2023 SC5003 Formula Grants Consolidated Schedule</a>	2022-2023 Data Collections for Federal Funding	Submitted		09/02/2022	003073-033457-00-01

## 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: System completes this section once certified and submitted  
 Approval ID: debbie.chapr Submit Date:

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



Home » Apply for Eligible Grants

## Apply for Eligible Grants

Grants Description	Due Date
<a href="#">2020-2021 Special Education Consolidated Grant Application</a>	9/3/2020
<a href="#">2019-2020 IDEA-B Discretionary Residential</a>	7/17/2020
<a href="#">2019-2020 IDEA-B Special Education Emerging Needs</a>	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 <b>Apply as Member of SSA</b> 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.			
<b>The authorized official has read and certifies agreement as stated above.</b>			
Authorized Official			Select Contact: <span>Select One</span> or <span>Add New Contact</span>
First Name: f	Middle Initial: *	Last Name:	Title: Federal Programs Director
Phone: *	Ext:	E-Mail: p	
Submitter Information			
First Name:		Last Name: _____	
Approval ID: ;		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.

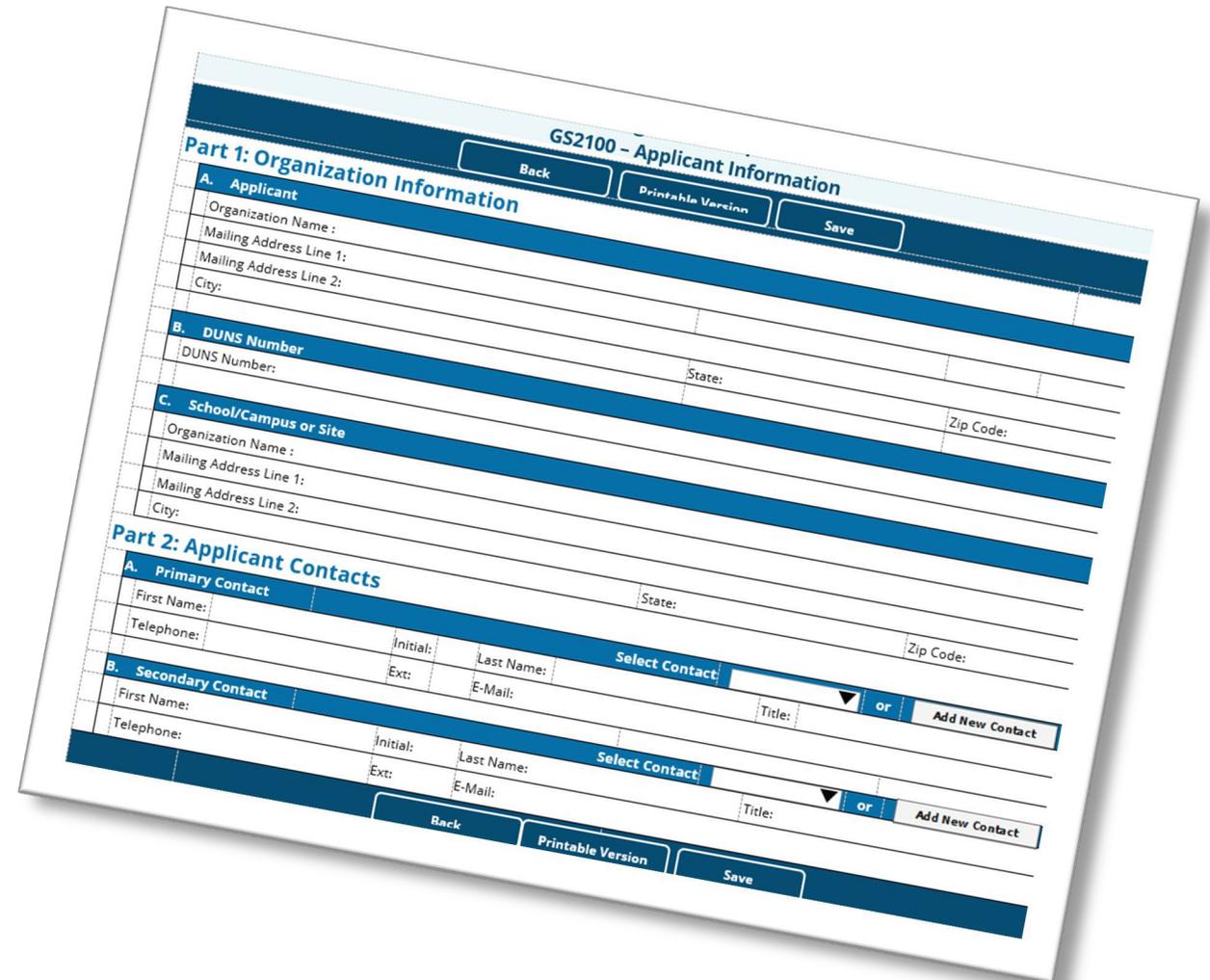
# The Application

# 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 shows a web-based form titled "GS2100 - Applicant Information". The form is divided into two main sections: "Part 1: Organization Information" and "Part 2: Applicant Contacts".

**Part 1: Organization Information**

- A. Applicant**
  - Organization Name:
  - Mailing Address Line 1:
  - Mailing Address Line 2:
  - City:
- B. DUNS Number**
  - DUNS Number:
  - State:
  - Zip Code:
- C. School/Campus or Site**
  - Organization Name:
  - Mailing Address Line 1:
  - Mailing Address Line 2:
  - City:

**Part 2: Applicant Contacts**

- A. Primary Contact**
  - First Name:
  - Telephone:
  - Initial:
  - Ext:
  - Last Name:
  - E-Mail:
  - Title:
  - State:
  - Zip Code:
  - Select Contact: [dropdown]
  - or
  - Add New Contact
- B. Secondary Contact**
  - First Name:
  - Telephone:
  - Initial:
  - Ext:
  - Last Name:
  - E-Mail:
  - Title:
  - State:
  - Zip Code:
  - Select Contact: [dropdown]
  - or
  - Add New Contact

Navigation buttons at the bottom include "Back", "Printable Version", and "Save".

# TEA Career and Technical Education Team



**Marcette Kilgore**  
Statewide CTE Director



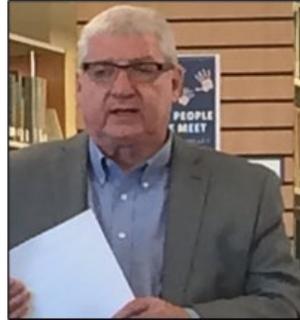
**Erica Bates**  
CTE Coordinator

**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

## Program Description PS3012 - Local Application



Copy Prior Year Data

### Part 1. Comprehensive Local Needs Assessment Results

#### 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.**

## 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 uses 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**

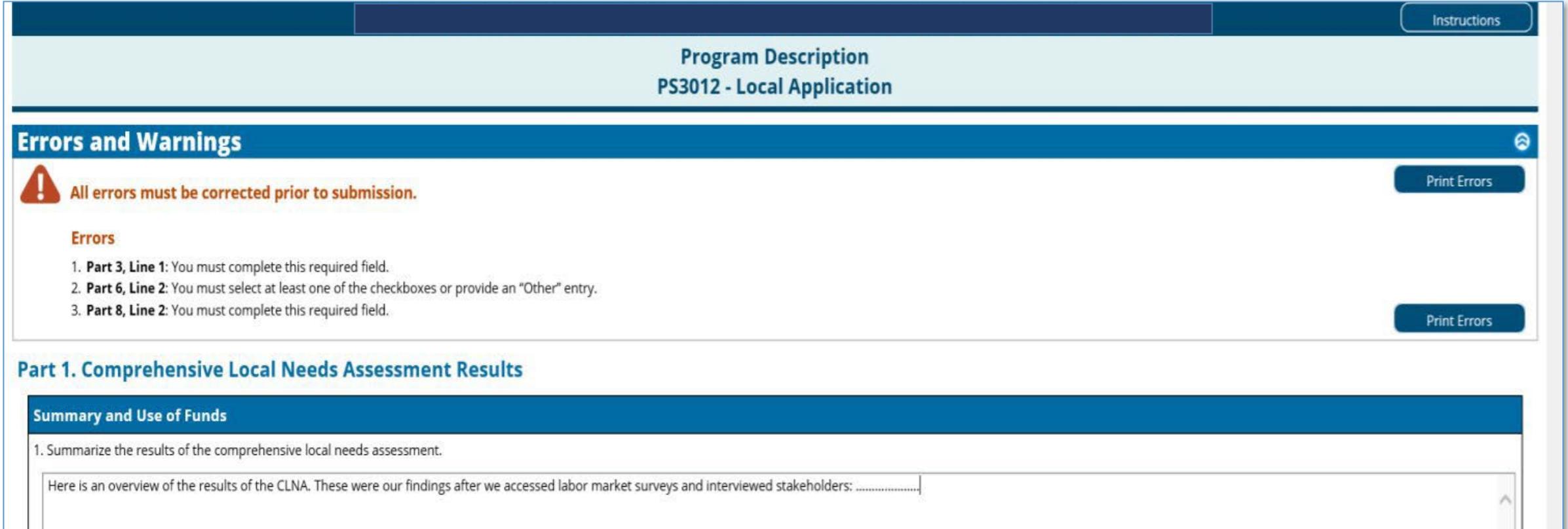
**Part 6. Work-Based Learning Opportunities**

## 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.



The screenshot shows the 'PS3012 Local Application' interface. At the top right is an 'Instructions' button. Below the header is a section titled 'Program Description' with the subtitle 'PS3012 - Local Application'. A blue bar labeled 'Errors and Warnings' contains a warning icon and the text 'All errors must be corrected prior to submission.' To the right of this text is a 'Print Errors' button. Below this, under the heading 'Errors', there is a list of three items: 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. Another 'Print Errors' button is located to the right of this list. Below the errors section is a section titled 'Part 1. Comprehensive Local Needs Assessment Results'. Underneath this is a sub-section 'Summary and Use of Funds' with the instruction '1. Summarize the results of the comprehensive local needs assessment.' A text input field contains the text: '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.

## 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	
<b>Total Funds Available</b>	<b>\$781,583</b>

**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	
<b>Total Direct Costs</b>		<b>\$755,000</b>
9. Indirect Costs		\$26,583
<b>Total Budgeted Costs</b>		<b>\$781,583</b>
<b>Total Funds Available Minus Total Costs</b>		<b>\$0</b>
10. Payments to 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			
	<b>Total</b>	\$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/Obj.ct 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/Obj.ct 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	
<b>Subtotal Other Operating Costs</b>		<b>\$350,000</b>
<b>Remaining 6400 Costs That Do Not Require Specific Approval</b>		<b>\$0</b>
<b>Total Other Operating Costs</b>		<b>\$350,000</b>

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

### 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: <input type="text"/>	Subscription Cost: <input type="text"/>
Fund Source: <input type="text" value="Select One"/>	Contract Start Date: <input type="text"/> Contract End Date: <input type="text"/>
<input type="button" value="Add Item"/> <input type="button" value="Delete Item"/>	

### Part 3: Description of Property

Property	
1. Property Description: <input type="text"/>	Property Value: <input type="text"/>
Fund Source: <input type="text"/>	Contract Start Date: <input type="text"/> Contract End Date: <input type="text"/>
<input type="button" value="Add Item"/> <input type="button" value="Delete Item"/>	

# BS6601 Capital Outlay

**Program Budget  
BS6601 - Capital Outlay**

**Part 1: Capital Expenditures**

Budgeted Costs		Carl D Perkins Technical Grant
Description		
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
<b>Total Capital Outlay Costs</b>		<b>\$100,000</b>

**Part 2: Furniture, Equipment, Vehicles or Software**

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

- 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 (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
		\$5,000	\$50,000	\$250,000	\$350,000		\$100,000	\$26,583

### 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			\$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%
<b>Subtotals</b>	<b>\$5,000</b>	<b>\$50,000</b>	<b>\$250,000</b>	<b>\$350,000</b>		<b>\$100,000</b>		
<b>Local Uses of Perkins Funds Subtotal</b>							<b>\$755,000</b>	<b>100.00%</b>
(Subtotal for % may not equal 100% due to rounding.)								
<b>Indirect Costs</b>							<b>\$26,583</b>	
<b>Total Budgeted Costs</b>							<b>\$781,583</b>	

- 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

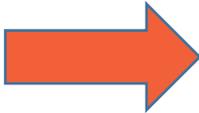
**2021-2022 Perkins V: Strengthening Career and Technical Education for the 21st Century**  
**Program Budget**  
**BS6020 - Required Uses of Funds**

**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%
<b>Subtotals</b>	<b>\$90,000</b>	<b>\$336,428</b>	<b>\$35,064</b>	<b>\$5,000</b>		<b>\$15,000</b>		
Local Uses of Perkins Funds Subtotal (Subtotal for % may not equal 100% due to rounding.)							\$481,492	100.00%
							Indirect Costs	\$23,216
							<b>Total Budgeted Costs</b>	<b>\$504,708</b>



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								
<b>Subtotals</b>								
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			
<b>Due:</b> 9/3/2021 5:00:00 PM		<b>Amendment #:</b> 00	
<b>Application Status:</b> Draft		<b>Version #:</b> 01	
Description	Required	Status	Last Update
<b>General Information</b>			
GS2100 - Applicant Information	*	Complete	5/16/2021 10:44 PM
<b>Program Description</b>			
PS3012 - Local Application	*	Complete	5/16/2021 10:51 PM
PS3350 - Accountability	*	Complete	5/16/2021 10:55 PM
<b>Program Budget</b>			
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	

Back

Printable Version

Save

**Certify and Submit**

# GS2000 Certify and Submit

**Certification and Incorporation Statement (Only the legally responsible party may submit this Application.)**

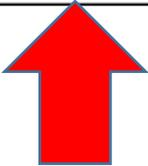
I hereby certify that the information contained in this application is, to the best of my knowledge, correct and that the organization named above has authorized me as its representative to obligate this organization in a legally binding contractual agreement. I further certify that any ensuing program 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:  or

First Name: Sunny	Initial:	Last Name: Day	Title: Federal Programs Director
Phone: 512-555-5555 <span style="color: red; font-size: small;">LEA completes</span>	Ext:	E-Mail: sunny@LEA.org	

**Submitter Information**

First Name: <span style="color: red; font-size: small;">System completes once certified and submitted</span>	Last Name:
Approval ID:	Submit Date and Time:



# 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	<a href="mailto:Dale.Fowler@tea.texas.gov">Dale.Fowler@tea.texas.gov</a>
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?

