



UNITED STATES DEPARTMENT OF EDUCATION  
OFFICE OF CAREER, TECHNICAL, AND ADULT EDUCATION

MAR 04 2015

PROGRAM MEMORANDUM

TO: State Directors of Career and Technical Education

FROM: Sharon L. Miller   
Director  
Division of Academic and Technical Education

SUBJECT: Revised Federal Fiscal Year (FY) 2014 State Allocations under the  
*Carl D. Perkins Career and Technical Education Act of 2006* (Perkins IV)

I am providing you with the revised State allocations for FY 2014 under Title I (Career and Technical Education Assistance to the States) of the *Carl D. Perkins Career and Technical Education Act of 2006* (Perkins IV or the Act). See the attached table. Please share these revised allocations with your secondary or postsecondary counterpart, fiscal staff, and other appropriate individuals. This memo will be available shortly on our Web site at: <http://cte.ed.gov>

As you know, the Office of Career, Technical, and Adult Education (OCTAE) made Perkins IV grants on July 1, 2014, from FY 2014 funds available under the *Consolidated Appropriations Act, 2014*, and supplemented these grants on October 1, 2014. As explained in an October 1, 2014 program memorandum, OCTAE based the amounts of the October 1 grant supplements on revised allocations that reflected an across-the-board reduction of 0.0554 percent to the “advanced funded” amount made available for programs administered by the Department, including Perkins IV, pursuant to a short-term continuing resolution, *Continuing Appropriations Resolution, 2015*, Pub. L. No. 113-164 (CR). I am happy to inform you that in December, Congress passed the *Consolidated and Further Continuing Appropriations Act, 2015*, Pub. L. No. 113-235, which restored the entire advanced portion of the FY 2014 funds previously reduced by the CR. **Under the revised allocations in the attached table, some but not all States will receive supplements to their FY 2014 Perkins IV, Title I grants.**

If your State’s allocation increased, your eligible agency must revise its budget for Perkins IV, Title I for program year eight (July 1, 2014 – June 30, 2015) to reflect its revised Perkins IV, Title I allocation, make any necessary corresponding changes to its State plan, and submit the revised budget to OCTAE as discussed below. Please note that your State submitted its Perkins IV budget under the *Guidance for the Submission of State Plan Revisions, Budgets, and Performance Levels for FY 2014 Perkins IV Grant Awards - OMB Approval Number: 1830-0029*, which is available through the State Plan Submission Web site at: <https://perkins.ed.gov>.

400 MARYLAND AVE. S.W., WASHINGTON, DC 20202

[www.ed.gov](http://www.ed.gov)

*The Department of Education’s mission is to promote student achievement and preparation for global competitiveness by fostering educational excellence and ensuring equal access.*

## **Perkins IV Requirements for Within-State Allocations and Possible Options**

Your State must ensure that it meets the within-State allocation requirements in section 112 of Perkins IV if your State must revise its budget to reflect an increase in its allocation. Section 112(a)(1) requires an eligible agency to make available “not less than 85 percent” of its allocation under section 111 of Perkins IV (Title I) for distribution to eligible recipients under sections 131 and 132 of Perkins IV. Section 112(a)(2) of Perkins IV authorizes the eligible agency to make available for State leadership activities “not more than 10 percent” of the State’s allocation. Section 112(a)(3) of Perkins IV authorizes an eligible agency to make available for the administration of the State plan “an amount equal to not more than five percent, or \$250,000, whichever is greater” of the State’s allocation.

Your State has several options if your State must revise its Perkins IV, Title I budget to reflect your State’s revised allocation. Your State may increase:

1. All of the amounts your State made available under section 112(a), provided that your State does not make available less than 85 percent of its new total State allocation for program year eight for distribution to eligible recipients or more than 10 percent and 5 percent for State leadership and administration, respectively. <sup>1</sup>

*Note for Options 1 and 2:* A State that increases the amount distributed under section 131 or 132 would run the formula using the same data required for this program year and the total amount of funding to be distributed to eligible recipients under Perkins IV, Title I. The State would distribute any difference in the current and new subgrant amounts to eligible recipients. A State may need to obtain revised local applications.

2. The amount previously made available for distribution to eligible recipients without making any change to the amount it previously budgeted for State administration, State leadership, or both. See above note.
3. The State’s reserve under section 112(c) of Perkins IV whether or not the State previously reserved FY 2014 funds for this purpose, provided that the total amount the State reserves does not exceed the 10 percent limit in section 112(a)(1) of Perkins IV.

*Note for Option 3:* Depending on how much a State had previously reserved under section 112(c), a State may be able to use its increased allocation for FY 2014 for this purpose and avoid having to recompute program year eight subgrants to eligible recipients under the statutory formulas in sections 131 and 132 and requesting revised local applications from the State’s eligible recipients.

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<sup>1</sup> Additional guidance for small States to compute their set-asides is contained in the June 2, 2009, Questions and Answers Regarding the Implementation of the Carl D. Perkins Career and Technical Education Act of 2006 – Version 3.0 (see question D.15.).

## **Revised Budget Submission Requirements**

If your State's allocation changed, your eligible agency *must* revise its budget for Perkins IV to reflect its revised Title I allocation in Table 1 for program year eight, beginning on July 1, 2014. These eligible agencies must submit:

- A revised budget for program year eight;
- Any corresponding State plan revisions; and
- A cover letter that transmits the revised budget, and any corresponding State plan changes, that is signed by someone who is authorized to act on behalf of the eligible agency.

## **Submission Deadline, Signature, and Address**

**If your State's allocation changed, as reflected in Table 1, your eligible agency must submit its revised budget, any corresponding State plan revisions, and a cover letter to this office no later than Friday, April 24, 2015.** Since all States submitted their 2014 State Plans to the Perkins State Plan Submission Web Site, States should submit their revisions through this site: <https://perkins.ed.gov/>

Your State must send a hard copy of the signed cover letter. Please note you are responsible for confirming that our office receives a hard copy of the cover letter with an original signature within five working days of the State's on line submission. Please send the information in hard copy to:

Edward R. Smith, Chief  
Program Administration Branch  
Division of Academic and Technical Education  
Office of Career, Technical, and Adult Education  
U. S. Department of Education  
Potomac Center Plaza  
550 12<sup>th</sup> Street, SW, Room 11060  
Washington, DC 20202-7241

Please feel free to contact Andrew Johnson, OCTAE's lead for Perkins fiscal matters, if you have questions regarding your State's revised allocation or any other information in this memo. Mr. Johnson may be reached by email at [Andrew.Johnson@ed.gov](mailto:Andrew.Johnson@ed.gov) or by phone at (202) 245-7786.

If you have any technical difficulties in entering or submitting your revisions via the State Plan Submission Website, please feel free to contact Denise Garland at [Denise.Garland@ed.gov](mailto:Denise.Garland@ed.gov) or by phone at (202) 245-7730.

**CARL D. PERKINS CAREER AND TECHNICAL EDUCATION ACT OF 2006  
(Perkins IV)**

**Table 1 - Revised FY 2014 Title I Allocations with Supplements  
(Career and Technical Education Assistance to States)**

<b>State</b>	<b>Revised Total Allocation</b>	<b>February 2015 Supplement<sup>a</sup></b>
ALABAMA	\$19,175,065	0
ALASKA	\$4,214,921	0
ARIZONA	\$24,934,607	\$14,334
ARKANSAS	\$11,403,795	0
CALIFORNIA	\$122,943,598	\$71,247
COLORADO	\$15,944,320	\$9,166
CONNECTICUT	\$9,466,507	\$5,442
DELAWARE	\$4,720,975	\$1,851
FLORIDA	\$61,726,876	\$35,485
GEORGIA	\$38,240,445	\$21,983
HAWAII	\$5,496,906	\$2,156
IDAHO	\$6,376,981	\$3,666
ILLINOIS	\$40,519,069	\$23,293
INDIANA	\$24,843,250	\$14,282
IOWA	\$11,963,946	0
KANSAS	\$10,245,408	0
KENTUCKY	\$17,905,647	0
LOUISIANA	\$21,041,943	0
MAINE	\$5,496,906	\$2,156
MARYLAND	\$15,289,772	\$8,790
MASSACHUSETTS	\$17,766,415	\$10,214
MICHIGAN	\$37,280,167	\$21,432
MINNESOTA	\$16,684,637	0
MISSISSIPPI	\$13,363,550	0
MISSOURI	\$21,433,742	\$12,322
MONTANA	\$5,179,103	\$2,031
NEBRASKA	\$6,816,893	0
NEVADA	\$9,650,599	\$5,548
NEW HAMPSHIRE	\$5,496,906	\$2,156
NEW JERSEY	\$22,370,715	\$12,861
NEW MEXICO	\$8,028,679	\$4,615
NEW YORK	\$51,368,505	\$6,969
NORTH CAROLINA	\$35,695,795	\$20,521
NORTH DAKOTA	\$4,214,921	0

State	Revised Total Allocation	February 2015 Supplement <sup>2</sup>
OHIO	\$42,750,001	0
OKLAHOMA	\$15,094,180	0
OREGON	\$13,448,245	\$7,731
PENNSYLVANIA	\$40,722,778	0
RHODE ISLAND	\$5,496,906	\$2,156
SOUTH CAROLINA	\$18,310,739	\$10,526
SOUTH DAKOTA	\$4,214,921	0
TENNESSEE	\$23,042,024	\$13,247
TEXAS	\$92,014,058	\$52,897
UTAH	\$12,274,340	\$7,056
VERMONT	\$4,214,921	0
VIRGINIA	\$23,634,248	\$13,587
WASHINGTON	\$20,736,066	\$11,920
WEST VIRGINIA	\$8,428,617	0
WISCONSIN	\$20,241,685	0
WYOMING	\$4,214,921	0
DISTRICT OF COLUMBIA	\$4,214,921	0
PUERTO RICO	\$18,458,484	0
VIRGIN ISLANDS	\$567,534	0
<b>U.S. TOTAL</b>	<b>\$1,099,381,153</b>	<b>\$431,640</b>

Outlying Areas (Section 115)	Revised Total Allocation	February 2015 Supplements
AMERICAN SAMOA	\$334,544	\$131
NORTHERN MARIANA ISLANDS	\$334,544	\$131
GUAM	\$630,855	\$496
PALAU	\$152,934	\$59
<b>OUTLYING AREAS TOTAL</b>	<b>\$1,452,877</b>	<b>\$817</b>

\* A supplement of \$0 generally indicates that your State will *not* receive a supplement because your State's allocation has not changed due to the hold-harmless provision in the formula based on FY 1998 allocations. See section 111(a)(5) of *Perkins IV*.

V048A140019 - 14B

Margaret Harvey

Career and Technical Education

Maine Department of Education

Maine Department of Education

23 State House Station

Augusta, ME 04333 - 0023

V048A140019 - 14B

Lora S Downing  
Career and Technical Education  
Maine Department of Education  
23 State House Station  
Augusta, ME 04333 - 0023



**US Department of Education  
Washington, D.C. 20202  
GRANT AWARD NOTIFICATION**

V048A140019 - 14B

<b>1</b> RECIPIENT NAME  Career and Technical Education Maine Department of Education 23 State House Station Augusta, ME 04333 - 0023	<b>2</b> AWARD INFORMATION  PR/AWARD NUMBER      V048A140019 - 14B ACTION NUMBER        10 ACTION TYPE          Revision AWARD TYPE          Formula																				
<b>3</b> PROJECT STAFF  RECIPIENT STATE DIRECTOR Margaret Harvey <u>margaret.harvey@maine.gov</u> EDUCATION PROGRAM CONTACT Edward R Smith            (202) 245-7602 <u>edward.smith@ed.gov</u> EDUCATION PAYMENT HOTLINE G5 PAYEE                    888-336-8930 HELPDISK <u>edcaps.user@ed.gov</u>	<b>4</b> PROJECT DESCRIPTION  84.048A Vocational Education - Basic Grants to States																				
<b>5</b> KEY PERSONNEL  N/A																					
<b>6</b> AWARD PERIODS  BUDGET PERIOD      07/01/2014 - 09/30/2015 FEDERAL FUNDING PERIOD    07/01/2014 - 09/30/2015  FUTURE BUDGET PERIODS  N/A																					
<b>7</b> AUTHORIZED FUNDING  CURRENT AWARD AMOUNT            \$2,156.00 PREVIOUS CUMULATIVE AMOUNT    \$5,494,750.00 CUMULATIVE AMOUNT            \$5,496,906.00																					
<b>8</b> ADMINISTRATIVE INFORMATION  DUNS/SSN      809045545 REGULATIONS    CFR PART Not Available EDGAR AS APPLICABLE 2 CFR AS APPLICABLE  ATTACHMENTS    N/A																					
<b>9</b> LEGISLATIVE AND FISCAL DATA  AUTHORITY:                            PL 109-270 I CARL D. PERKINS CAREER AND TECHNICAL EDUCATION ACT OF 2006, 20 U.S.C. 2301 ET SEQ. AS AMENDED PROGRAM TITLE:                        VOCATIONAL EDUCATION - BASIC GRANTS TO STATES CFDA/SUBPROGRAM NO:                84.048A  <table border="1"> <thead> <tr> <th>FUND CODE</th> <th>FUNDING YEAR</th> <th>AWARD YEAR</th> <th>ORG. CODE</th> <th>CATEGORY</th> <th>LIMITATION</th> <th>ACTIVITY</th> <th>CFDA</th> <th>OBJECT CLASS</th> <th>AMOUNT</th> </tr> </thead> <tbody> <tr> <td>0400A</td> <td>2015</td> <td>2015</td> <td>EV000000</td> <td>B</td> <td>M72</td> <td>000</td> <td>048</td> <td>4101A</td> <td>\$2,156.00</td> </tr> </tbody> </table>		FUND CODE	FUNDING YEAR	AWARD YEAR	ORG. CODE	CATEGORY	LIMITATION	ACTIVITY	CFDA	OBJECT CLASS	AMOUNT	0400A	2015	2015	EV000000	B	M72	000	048	4101A	\$2,156.00
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**US Department of Education  
Washington, D.C. 20202**

V048A140019 - 14B

**GRANT AWARD NOTIFICATION**

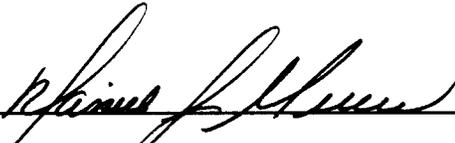
**10**

PR/AWARD NUMBER: V048A140019 - 14B

RECIPIENT NAME: Career and Technical Education  
Maine Department of Education

**TERMS AND CONDITIONS**

- (1) THIS ACTION IS TO INCREASE THE GRANT AWARD IN THE AMOUNT SHOWN IN BLOCK 7.
- (2) This supplemental grant award is made subject to the terms and conditions described in the transmittal letter from Johan E. Uvin, Acting Assistant Secretary for the Office of Career, Technical and Adult Education, dated October 1, 2014, which is hereby incorporated into this grant award. In addition, the original terms and conditions of the grant award remain in effect and are fully applicable. All terms and conditions are applicable to funds awarded in this supplement and the original grant award

  
\_\_\_\_\_  
AUTHORIZING OFFICIAL

  
\_\_\_\_\_  
DATE

# EXPLANATION OF BLOCKS ON THE GRANT AWARD NOTIFICATION

For Discretionary, Formula and Block Grants (See Block 2 of the Notification)

1. **RECIPIENT NAME** - The legal name of the recipient, name of the primary organizational unit that
  2. **AWARD INFORMATION** - Unique items of information that identify this notification.
    - PR/AWARD NUMBER** - A unique, identifying number assigned by the Department to each application. On funded applications, this is commonly known as the "grant number" or "document number."
    - ACTION NUMBER** - A numeral that represents the cumulative number of steps taken by the Department to date to establish or modify the award through fiscal or administrative means. Action number "01" will always be "NEW AWARD"
    - ACTION TYPE** - The nature of this notification (e.g., NEW AWARD, CONTINUATION, REVISION, ADMINISTRATIVE)
    - AWARD TYPE** - The particular assistance category in which funding for this award is provided, i.e., DISCRETIONARY, FORMULA, or BLOCK.
  3. **PROJECT STAFF** - This block contains the names and telephone numbers of the U.S. Department of Education and recipient staff who are responsible for project direction and oversight.
    - \*RECIPIENT PROJECT DIRECTOR** - The recipient staff person responsible for administering the project. This person represents the recipient to the U.S. Department of Education.
    - EDUCATION PROGRAM CONTACT** - The U.S. Department of Education staff person responsible for the programmatic, administrative and business management concerns of the Department.
    - EDUCATION PAYMENT CONTACT** - The U.S. Department of Education staff person responsible for payments or questions concerning electronic drawdown and financial expenditure reporting.
  4. **PROJECT TITLE AND CFDA NUMBER** - Identifies the Catalog of Federal Domestic Assistance (CFDA) subprogram title and the associated subprogram number.
  5. **\* KEY PERSONNEL** - Name, title and percentage (%) of effort the key personnel identified devotes to the project.
  6. **AWARD PERIODS** - Project activities and funding are approved with respect to three different time periods, described below:
    - BUDGET PERIOD** - A specific interval of time for which Federal funds are being provided from a particular fiscal year to fund a recipient's approved activities and budget. The start and end dates of the budget period are shown.
    - PERFORMANCE PERIOD** - The complete length of time the recipient is proposed to be funded to complete approved activities. A performance period may contain one or more budget periods.
    - \*FUTURE BUDGET PERIODS** - The estimated remaining budget periods for multi-year projects and estimated funds the Department proposes it will award the recipient provided substantial progress is made by the recipient in completing approved activities, the Department determines that continuing the project would be in the best interest of the Government, Congress appropriates sufficient funds under the program, and the recipient has submitted a performance report that provides the most current performance information and the status of budget expenditures.
  7. **AUTHORIZED FUNDING** - The dollar figures in this block refer to the Federal funds provided to a recipient during the award periods.
    - \*THIS ACTION** - The amount of funds obligated (added) or de-obligated (subtracted) by this notification.
    - \*BUDGET PERIOD** - The total amount of funds available for use by the grantee during the stated budget period to this date.
    - \*PERFORMANCE PERIOD** - The amount of funds obligated from the start date of the first budget period to this date.
    - RECIPIENT COST SHARE** - The funds, expressed as a percentage, that the recipient is required to contribute to the project, as defined by the program legislation or regulations and/or terms and conditions of the award.
    - RECIPIENT NON-FEDERAL AMOUNT** - The amount of non-federal funds the recipient must contribute to the project as identified in the recipient's application. When non-federal funds are identified by the recipient where a cost share is not a legislation requirement, the recipient will be required to provide the non-federal funds.
  8. **ADMINISTRATIVE INFORMATION** - This information is provided to assist the recipient in completing the approved activities and managing the project in accordance with U.S. Department of Education procedures and regulations.
    - DUNS/SSN** - A unique, identifying number assigned to each recipient for payment purposes. The number is based on either the recipient's assigned number from Dun and Bradstreet or the individual's social security number.
    - \*REGULATIONS** - \*REGULATIONS - The parts of the Education Department General Administrative Regulations (EDGAR), specific program regulations (if any), and other titles of the Code of Federal Regulations that govern the award and administration of this grant.
    - \*ATTACHMENTS** - Additional sections of the Grant Award Notification that discuss payment and reporting requirements, explain Department procedures, and add special terms and conditions in addition to those established, and shown as clauses, in Block 10 of the award. Any attachments provided with a notification continue in effect through the project period until modified or rescinded by the Authorizing Official.
  9. **LEGISLATIVE AND FISCAL DATA** - The name of the authorizing legislation for this grant, the CFDA title of the program through which funding is provided, and U.S. Department of Education fiscal information.
    - FUND CODE, FUNDING YEAR, AWARD YEAR, ORG.CODE, PROJECT CODE, OBJECT CLASS** - The fiscal information recorded by the U.S. Department of Education's Grant Administration and Payment System to track obligations by award.
    - AMOUNT** - The amount of funds provided from a particular appropriation and project code. Some notifications authorize more than one amount from separate appropriations and/or project codes. The total of all amounts in this block equals the amount shown on the line, "THIS ACTION" (See "AUTHORIZED FUNDING" above (Block 7)).
  10. **TERMS AND CONDITIONS** - Requirements of the award that are binding on the recipient.
    - \*AUTHORIZING OFFICIAL** - The U.S. Department of Education official authorized to award Federal funds to the recipient, establish or change the terms and conditions of the award, and authorize modifications to the award
- FOR FORMULA AND BLOCK GRANTS ONLY:**  
(See also Blocks 1, 2, 4, 6, 8, 9 and 10 above)
3. **PROJECT STAFF** - The U.S. Department of Education staff persons to be contacted for programmatic and payment questions.
  7. **AUTHORIZED FUNDING**
    - CURRENT AWARD AMOUNT** - The amount of funds that are obligated (added) or de-obligated (subtracted) by this action.
    - PREVIOUS CUMULATIVE AMOUNT** - The total amount of funds awarded under the grant before this action.
    - CUMULATIVE AMOUNT** - The total amount of funds awarded under the grant, this action included.

\* This item differs or does not appear on formula and block grants.