UNITED STATES DEPARTMENT OF EDUCATION
WASHINGTON, DC 20202

FEB 26 2014

Dear Project Directors,

On behalf of the Office of Career, Technical, and Adult Education (OCTAE), I am pleased to invite you to the Division of Academic and Technical Education's (DATE's) Joint Perkins Discretionary Grantee Project Directors' Meeting from May 19-20, 2014. The meeting will be held each day from 8:30 am – 4:00 pm at the OCTAE headquarters in the Potomac Center Plaza, 550 12th Street, S.W., Washington, DC, 20202.

The purpose of the meeting will be to provide technical assistance regarding discretionary grant management for project directors from the Native American Career and Technical Education Program (NACTEP), Native Hawaiian Career and Technical Education Program (NHCTEP), and Tribally Controlled Postsecondary Career and Technical Education Institutions Program (TCPCTIP). In developing the agenda, we considered your input on meeting topics and plan to cover, at a minimum, the grantee/grantor relationship, performance reporting requirements, recruitment and retention of students, job placement strategies, and potential funding sources. We also will provide ample opportunity for project directors to share their experiences, challenges, and successes in the administration and implementation of their programs and services.

Within the next two weeks, additional information about the meeting, including registration and hotel accommodations, will be emailed to you and posted to the Perkins Collaborative Resource Network (PCRN) website at cte.ed.gov. If you have questions regarding the meeting in the meantime, please feel free to contact your OCTAE/DATE project officers, Gwen Washington (gwen.washington@ed.gov) or Linda Mayo (linda.mayo@ed.gov).

We look forward to an exciting and productive meeting in May.

Sincerely,

Brenda Dann-Messier

Brenda Dann-Messier, Assistant Secretary
Office of Career, Technical, and Adult Education