

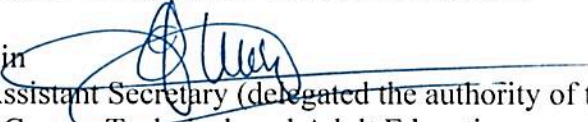


UNITED STATES DEPARTMENT OF EDUCATION
WASHINGTON, DC 20202

FEB - 5 2016

PROGRAM MEMORANDUM—FY 2016

TO: State Directors of Career and Technical Education

FROM: Johan Uvin 
Deputy Assistant Secretary (delegated the authority of the Assistant Secretary)
Office of Career, Technical, and Adult Education

SUBJECT: Guidance for the Submission of Perkins IV State Plan Revisions, Budgets, and Performance Levels for Program Year Ten Grant Awards - OMB Approval Number: 1830-0029

I am pleased to provide our office's requirements for each eligible agency to receive a program year ten grant award under Title I of the Carl D. Perkins Career and Technical Education Act of 2006 (Perkins IV), 20 U.S.C. 2301 et seq., as amended by Public Law 109-270. In the Consolidated Appropriations Act 2016, the U. S. Department of Education (Department) received funding for Perkins IV grants for Federal Fiscal Year (FY) 2016, which includes funds for program year ten grant awards under Title I of Perkins IV that will become available on July 1, 2016.

This year, two Federal laws have been passed that affect State's Perkins grant awards. On December 10, 2015, President Obama signed the Every Student Succeeds Act (ESSA), Pub. L. 114-95. The ESSA reauthorizes the 50-year-old Elementary and Secondary Education Act of 1965 (ESEA), the nation's longstanding commitment to equal opportunity for all students.

The Department is currently reviewing the impact of the ESSA's provisions, including the conforming amendments to the Perkins Act. Meanwhile, we call your attention to a Dear Colleague Letter on the Transition to ESSA (<http://www2.ed.gov/policy/elsec/leg/essa/transition-dcl.pdf>) that addresses annual measurable objectives (AMOs), which many States use to set performance levels for the Perkins core indicators of academic attainment in reading/language arts (1S1) and mathematics (1S2). The letter indicates that, pursuant to the transition authority under the ESSA, the Department will not require States to submit or report performance against AMOs for school years 2014-15 or 2015-16.

As a result, States that have been using AMOs to set performance levels for the Perkins core indicators 1S1 and 1S2 will need to revisit and adjust, as appropriate, their Perkins State-adjusted performance levels for the impacted years. Please feel free to contact your Perkins Regional Accountability Specialist (RAS) if you have questions.

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In addition to the ESSA, on July 22, 2014, the President signed the Workforce Innovation and Opportunities Act (WIOA), Pub. L. 113-128. WIOA provides each State with the option of meeting its Perkins IV State Plan requirements by including Perkins in a WIOA Combined State Plan. *See* WIOA Sec. 103. We hope your State will consider submitting a Combined Plan, as we believe this will help to ensure the alignment necessary to create robust State and local career pathways to meet each State's workforce and economic development needs.

Below are the requirements for your State's submission of its Perkins State plan revisions, budgets, and performance levels for program year ten, including the submission process and timelines for States that will submit a WIOA Combined State Plan.

Perkins State Plan Revisions Requirements

Your State must prepare the following:

- Request to Extend State Plan. Each eligible agency must prepare a brief cover letter, indicating that it wishes to extend its Perkins IV State Plan and transmit the items listed below. This request must be in writing and signed by a State official who is authorized to act on behalf of the eligible agency.
- Revisions to the State Plan. Each eligible agency must prepare any revisions to its State plan that the State determines necessary. This will be an important step this year for States that will include Perkins in their WIOA Combined State Plans.
- Updated Budget. Each eligible agency must prepare a budget for program year ten. The budget should be based on the estimated allocation tables that our office will issue under separate cover.
- State Proposed Performance Levels. Each eligible agency must prepare proposed performance levels for each of the core indicators of performance described in section 113(b) of Perkins IV for program year ten. Proposed performance levels must take into account the following factors described in section 113(b)(3)(A)(vi) of Perkins IV:
 - (I) how the levels of performance involved compare with the State-adjusted levels of performance established for other States, taking into account factors including the characteristics of participants when the participants entered the program and the services or instruction to be provided; and
 - (II) the extent to which such levels of performance promote continuous improvement on the indicators of performance by such State.

As in past years, your State's Perkins Regional Accountability Specialist (RASs) will schedule conversations with you to discuss and reach agreement on your proposed levels, which will be codified in your State's final agreed-upon adjusted performance levels (FAUPL). Once your FAUPL is complete, you will be asked to confirm and attest to those levels.

Please note that your performance levels are not final until this office has approved your levels and incorporated them into your Perkins IV State Plan, which is completed when we issue your State's July 1 Perkins IV Grant Award Notification (GAN).

Submission Process and Timeline for States that Choose to Submit a WIOA Combined State Plan

States that elect to submit a WIOA Combined State Plan must submit their Perkins State Plan revisions, budget, and performance levels for program year ten to the Perkins State Plan Portal by **April 1, 2016**. States submitting a WIOA Combined State Plan will also need to incorporate information regarding Perkins postsecondary-funded programs into the Strategic and Operational Elements (Sections II and III, respectively) of their WIOA Combined State Plan pursuant to the forthcoming Information Collection Request¹ (ICR) from the U. S. Departments of Labor and Education.

Submission Process and Timeline for States that Do Not Submit a WIOA Combined State Plans

States that do not include Perkins in a WIOA Combined State Plan must submit their Perkins State Plan revisions, budget, and performance levels for program year ten to the Perkins State Plan Portal by **April 18, 2016**.

Perkins State Plan Portal Training Sessions and Address

Information pertaining to the Perkins State Plan Portal, including the URL, training sessions for State staff, and opening dates, will be sent under separate cover and posted to the Perkins Collaborative Resource Network at <http://cte.ed.gov>.

Transmission of Hard Copy Documents

In addition to the electronic submission of documents to the Perkins State Plan Portal, your State must submit a hard copy of an original signature on the request for extension and any additional documentation bearing an original signature within five working days of your State's Website submission to the following address:

¹ Please check the Department's website for updates at: <http://cte.ed.gov/legislation/wioa-policy-guidance>.

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Please feel free to contact your Perkins Program Administration Liaison (PAL) or Regional Accountability Specialist (RAS) if you have questions regarding your submission. A State-by-State listing of these staff members is available on the Perkins Collaborative Resource Network (PCRN) at <http://cte.ed.gov/contact.cfm>.

We look forward to continuing to work with you to improve career and technical education for young people and adults throughout our nation.