



## UNITED STATES DEPARTMENT OF EDUCATION

OFFICE OF CAREER, TECHNICAL, AND ADULT EDUCATION

### **PROGRAM MEMORANDUM – Revised to update the program memo originally issued on December 15, 2020**

DATE: January 15, 2021

TO: State Directors of Career and Technical Education

FROM: Sharon Lee Miller   
Director, Division of Academic and Technical Education

SUBJECT: Requirements and Instructions for the Submission of Perkins V State Plan Revisions and Budgets for Fiscal Year (FY) 2021 Grant Awards – OMB Approval Number: 1830-0029

*Note: This revised memo clarifies the Perkins V statutory requirements for public comment on revisions to State determined performance levels (SDPLs).*

Pursuant to the *Guide for the Submission of Perkins V State Plans* (OMB Approval Number: 1830-0029, Exp. 4/30/2022), I am pleased to provide our office's requirements and submission instructions for each eligible agency (State) to receive its Fiscal Year (FY) 2021 grant awards under the *Carl D. Perkins Career and Technical Education Act of 2006*, as amended by the *Strengthening Career and Technical Education for the 21st Century Act* (Public Law 115-224) (Perkins V, the Act, or statute). These requirements and submission instructions apply to States whether they submitted a Perkins V State Plan separately or as part of a Workforce Innovation and Opportunities Act (WIOA) Combined State Plan. We expect to issue FY 2021 Perkins V grant awards on July 1, 2021 (initial award), and October 1, 2021 (supplemental award), with funds available for a 15-month performance period from July 1, 2021 through September 30, 2022. We are issuing this information as we await a final FY 2021 Congressional appropriation for Perkins.

### **Requirements for FY 2021 Perkins V Grant Awards**

Each State must prepare the following:

- State plan narrative revisions, if any, pursuant to section 122(a)(2)(A) of Perkins V;
- Budget for your FY 2021 grant award (please use your FY 2020 Perkins V allocation for planning purposes); and

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- State determined performance levels (SDPLs) revisions, if any, pursuant to section 113(b)(3)(A)(iii) of Perkins V.

Please note that this memo does not cover the requirements and submission instructions for a State to make an amendment to a Perkins State plan pursuant to 34 CFR § 76.140 or a modification to a WIOA Combined State Plan pursuant to section 102(c)(3) of WIOA and 34 CFR § 463.145. A State that needs to make such amendments or modifications must contact its Perkins Regional Coordinator for those requirements and submission instructions.

### **Further Information on Revising SDPLs**

A State may revise its State determined performance levels (SDPLs) for one or more fiscal years under the Perkins V statute. Pursuant to section 113(b)(3)(A)(iii), if unanticipated circumstances arise in a State or changes occur related to the improvement in data or measurement approaches, the eligible agency, at the end of the program year, may revise its SDPLs. The eligible agency shall submit such revised SDPLs to the Secretary, along with evidence supporting the revisions, after the State's public comment period. Pursuant to section 113(b)(3)(B)(ii), the State's public comment period must commence not less than 60 days prior to submission of the State plan revisions. Additionally, the comment period should be conducted in accordance with the process the State described in its Perkins V State Plan.<sup>1</sup> Evidence for the revised SDPLs should include, at a minimum, a description of the unanticipated circumstances that arose in the State and, pursuant to section 113(b)(3)(B)(iii), a written response to the comments provided by stakeholders during the public comment period. The revised SDPLs must meet the requirements set forth in section 113(b)(3)(A)(i)(III). Once approved by the Secretary, the SDPLs shall be incorporated into the State's Perkins V State Plan.

### **Submission Process**

Each State must submit the items listed above to the Perkins State Plan Portal, with one exception. States that included Perkins as part of a WIOA Combined State Plan must submit any narrative revisions to the WIOA State Plan Portal. A State must contact its Perkins Regional Coordinator to request the opening of the WIOA State Plan Portal to submit those revisions.

### **Submission Timeline**

Each State must submit the items listed above to the respective Perkins and WIOA State Plan Portals no later than close of business on Friday, May 21, 2021.

### **State Plan Training Sessions**

On-line training sessions regarding the submission of items to the Perkins State Plan Portal will be held for State CTE directors and their staffs in February 2021. Further details will be sent

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<sup>1</sup> Pursuant to the Narrative Section II, Item D.3.a of the OMB-approved Perkins V State Plan Guide, each State was required to provide a description of the process for public comment under section 113(b)(3)(B) of Perkins V as part of the development of the State determined levels of performance.

under separate cover and posted to the Calendar on the Perkins Collaborative Resource Center (PCRN) at <https://cte.ed.gov>.

### **For Further Information**

Please feel free to contact your Perkins Regional Coordinator (PRC) if you have any questions regarding the requirements and submission instructions for your FY 2021 Perkins V grant award. A State-by-State listing of these staff members is available on the PCRN at <https://cte.ed.gov/contact/staff-by-state-responsibility>.

We look forward to continuing our work with you as you implement your Perkins V State plan and provide all students with access to and success in high-quality CTE programs.