This is our introduction to this year’s Office of Career, Technical, and Adult Education’s (OCTAE) State Plan Online Submission Portal. The portal continues to provide a one-stop shop for States to enter their State Plan revisions, budgets, and performance levels pursuant to the Carl D. Perkins Career and Technical Education Act of 2006 (Act), 20 U.S.C. 2301 et seq. as amended by P.L. 109-270.

For this submission, Program Year (PY) 2016-17, beginning July 1, 2016, and pursuant to the February 5, 2016 program memorandum from Acting Assistant Secretary for Career, Technical, and Adult Education, Johan Uvin, states are required to submit:

- Cover letter
- State Plan revisions (if any)
- Budget
- Performance levels

As in years past, OCTAE will host training sessions via webinar for State Directors. The webinar schedule is as follows:

**MARCH 1, 2016**
1:00 PM to 2:00 PM (ET)

**MARCH 3, 2016**
11:00 AM to 12:00 PM (ET)

**WEBINAR CONNECTION INFORMATION**

Web Share: [www.readytalk.com](http://www.readytalk.com)
Participant Access Code: 8494942

Audio: 1-866-740-1260
Participant Access Code: 8494942

For program questions, contact Denise Garland at denise.garland@ed.gov or 202-245-7730. For technical support, contact perkins-help@rti.org