

From: Jeralyn Jargo
To: Academic & Student Affairs AVC's, System Directors, Program Mgrs of FY16 requests
CC: MDE and MnSCU CTE Staff
Date: March 18, 2016
Subject: Request for Perkins IV State Leadership Funds FY17, due April 18, 2016

To request postsecondary Perkins IV State Leadership Funds during FY17, you must submit your proposal through our online grants management system found at www.applyheremn.org

The priority for Perkins IV State Leadership and Administration Funds FY16 will be state level activities and systems to support local consortium efforts to improve Career Technical Education (CTE) in the following strategic areas:

FY17 priorities-please provide input:

- Engage employers to provide experiential learning experiences and build career pathways and rigorous programs of study to meet regional workforce needs in high demand industry sectors
- Provide support and technical assistance to meet performance targets where consortia and/or the state have improvement plans, especially a) completion of credential, certificate or degree and b) non-traditional (by gender) participation and completion. Improve success for special populations, e.g. males, those with disabilities, economically disadvantaged
- Provide career guidance/career investigation for potential students, e.g. professional development for targeted audiences, summer camps and other co-curricular or extra-curricular activities within high demand industry sectors.
- Provide avenues and sustained professional development CTE instructors and faculty, particularly around areas of equity to ensure student success and retention.
- Provide opportunities for innovation and continuous improvement of CTE learning opportunities.

Instructions for submitting requests: To gain access to the proposal submission form, **YOU MUST BE A REGISTERED USER** of the site. **Please note, the process of becoming a registered user takes up to 24 hours.**

- To register as a user, go to the website www.applyheremn.org and click the Register Here link on the log in page (right side).
- Please complete all required fields and as many optional fields as you can on the following form. For Organization type, select OTHER if you are a System Office or MDE applicant.
- Click the Next link.
- A confirmation page will be displayed and you will receive a confirmation email. However, you cannot log into the system at this time. The system administrator Yingfah Thao must approve your registration before your user id and passwords are active.
- You will receive another email when the system administrator approves or disapproves your registration. If your registration is approved, your user id and password are active and you may log into the system. If your registration is disapproved, the email will contain the reason.

If you have questions about registering as a user or submitting your application, please contact Yingfah Thao yingfah.thao@so.mnscu.edu 651-201-1681

Federal funds are to be used for new initiatives or those that significantly improve career and technical education. The online application and reporting process will assist CTE staff in prioritizing and determining the allocation of Perkins IV Leadership and Administration funds and to show accountability for the use of funds consistent with the Minnesota CTE Goals in the Five Year Plan, Perkins IV 2006 federal legislation required and permissive activities, and the Strategic Framework for MN State Colleges and Universities. The website contains resources for your assistance in submitting the request.

We expect Minnesota's federal Carl D. Perkins Career and Technical Education Act allocation for FY17 to be approximately the same as that Minnesota received for FY16 dependent upon actions of the US Congress. We intend to inform those submitting fund requests of the preliminary determination of FY16 recipients by May 2, 2016. We hope to have preliminary notification of the July 1, 2016 allocation from the Office of Career Technical and Adult Education, US

Department of Education by May, 2016, with a final notification soon after July 1, 2016.

In the event of a reduction in allocation, staff commitments will have priority over leadership project requests. Recipients are expected to complete the necessary contract, intra agency agreement or special assignment agreement by July 30, 2016. Those awarded FY17 State Leadership Funds for projects and staff on special assignment will be required to submit a final report on project outcomes and use of the funds by June 30, 2017.

We appreciate your assistance in improving our processes and our efforts to assure accountability. Please send any questions to me at jeralyn.jargo@so.mnscu.edu.

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