PERKINS APPROVAL PROCESS

Overview

Kimberly Ingram, Perkins Program Administrator
May 2, 2024
PERKINS FUNDING
Route from US Department of Education to Colleges
US DEPT OF EDUCATION ANNUAL ALLOCATION

US Dept of Education → Workforce Training Education and Coordinating Board → SBCTC → Community and Technical Colleges
Perkins Award Allocation (WTECB)

- **BASIC GRANT**
  - 85% (OSPI/ SBCTC)

- **LOCAL FUNDS**
  - (Perkins Plan)
  - OSPI (44%) / SBCTC (56%)

- **RESERVE FUNDS**
  - (Rural and High Voc %)
  - 10% (OSPI (44%)/SBCTC (56%))

- **STATE INSTITUTIONS**
  - (Corrections Ed)
  - 1% (OSPI (.5%) / SBCTC (.5%))

- **NON-TRADITIONAL FIELDS**
  - $30,000 each (OSPI/SBCTC)

- **RECRUITMENT OF SPECIAL POPULATIONS**
  - .1% (WTECB)

- **ADMINISTRATION FUNDS**
  - 5% (OSPI/SBCTC/WTECB)

- **ALL REMAINING LEADERSHIP FUNDS**
  - OSPI/SBCTC/WTECB
SBCTC PERKINS AWARD ALLOCATION
PERKINS PLAN APPROVAL PROCESS
PERKINS PLAN APPROVAL

1. Fiscal and Program Staff Review

2. Return to Follow up Colleges Revise (if needed)

3. SBCTC Board Authorizes

4. OGMS Final Approval

5. Grant Award Letter
## PERKINS PLAN GRANT TIMELINE

<table>
<thead>
<tr>
<th>Task</th>
<th>2024 Dates</th>
</tr>
</thead>
<tbody>
<tr>
<td>Program &amp; Fiscal Review</td>
<td>4/12-4/30</td>
</tr>
<tr>
<td>Fiscal Enters Feedback*</td>
<td>5/1</td>
</tr>
<tr>
<td>Colleges Revise, if needed*</td>
<td>5/2-5/21</td>
</tr>
<tr>
<td>Program &amp; Fiscal Reviews Round 2 Feedback and Return for Follow Up</td>
<td>5/22-6/14</td>
</tr>
<tr>
<td>Colleges Submit Revisions</td>
<td>Repeat until approvable</td>
</tr>
<tr>
<td>Program/Fiscal Set to Approve†</td>
<td></td>
</tr>
<tr>
<td>SBCTC Board Meeting</td>
<td>June 26-27</td>
</tr>
<tr>
<td>OGMS Final Approval</td>
<td>Start Process after SBCTC Board Approval</td>
</tr>
<tr>
<td>OGMS Transfer to OBIS</td>
<td>June 27-June 30</td>
</tr>
<tr>
<td>Grant Award Letter Created</td>
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</tr>
<tr>
<td>Colleges Notified via Email</td>
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* Projected timeline based on completion time for entering feedback  † Once it has met eligibility and allowability
PERKINS LEADERSHIP APPROVAL PROCESS

Corrections, Leadership Block Grant, Non-Trad, Special Project
PERKINS LEADERSHIP GRANTS APPROVAL

1. Fiscal and Program Staff Review

2. Return for Follow up Colleges Revise (if needed)

1b. WEC Exec Review/Recommendation (Special Project)

3. Internal SBCTC Approval (Bill, Marie, Joyce, Paul)

4. OGMS Final Approval or Deny

5. Grant Award Letter
# Perkins Leadership Grant Timeline

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<td>Program &amp; Fiscal Review</td>
<td>5/3-5/23</td>
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<tr>
<td>WEC Exec Meets with Applicants</td>
<td>5/16 (Special Project app only)</td>
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<tr>
<td>Fiscal Enters Feedback*</td>
<td>5/24</td>
</tr>
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<td>Colleges Revise, if needed*</td>
<td>5/27-6/6</td>
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<tr>
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<td>6/7-6/27 Repeat until approvable</td>
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AFTER PRIORITY DEADLINE: NON-TRAD AND SPECIAL PROJECT

• Post July 1 awarding
  • Notified by email of availability

• Dependent on:
  • Available funds (after priority round and carryover)
  • WEC Exec availability to meet with Special Project applicants

• Same Approval Process
BUDGET & PROGRAM REVIEW
SBCTC STAFF REVIEW

BUDGET
• Melanie Kielich, Fiscal Grant Administrator

PROGRAM
• Kimberly Ingram, Program Administrator
BUDGET/FISCAL REVIEW

Fiscal Grants Administrator evaluates applications based on the following fiscal criteria:

• Budget categories total to award amount

• Budget category expenses represent allowable expenses (CFR, EDGAR, UGG, Perkins, CLNA)

• Complete, signed assurances attached
PROGRAM REVIEW

Perkins Program Administrator evaluates applications based on the following criteria:

• Complete/sufficient responses to each application question

• Funding requests are
  • informed by the CLNA with a clearly identified need
  • required/permissible in Perkins legislation

• Appropriate identification of gaps in meeting state targets for Performance Indicators

• Submission of Improvement Plan, if applicable

• Completed Programs of Study Verification form

• Completed and approvable CLNA
GUIDANCE

- Perkins V: Strengthening Career and Technical Education for the 21st Century Act
- Code of Federal Regulations--2 CFR 200
- Education Department General Administrative Regulations (EDGAR)
BUDGET REVISIONS

Colleges Revise & Submit Budget Request

Fiscal Reviews: Approves or Return for Follow Up

Program Reviews: Approves, Deny, or Return for Follow Up

Two Weeks
ONLINE GRANT MANAGEMENT SYSTEM
ONLINE BUDGET & INVOICING SYSTEM

Contact

• **OGMS Security Contact** for access to the 2024-25 Perkins grants

• **Kari Kauffman**, 360-704-1021, if your Security Contact cannot resolve your question

Resources

• **OGMS User Manual** is available under the “How To” tab

• **Perkins Plan/Perkins Webinars**
  • **Recording** starting at 1:00:05
QUESTIONS?
CONTACT INFORMATION

PROGRAM Questions
• Bill Belden, Policy Associate
• Kimberly Ingram, Program Administrator

BUDGET Questions
• Melanie Kielich, Fiscal Grant Administrator
• Denise Costello, Associate Director Fiscal Mgmt

OGMS Questions
• Kari Kauffman, Program Coordinator