



FY21 Perkins Grant Application General Guidance for Submission

This document provides general directions for submission of the FY21 Perkins Basic Continuation Grant Application (secondary and postsecondary); it does not provide detailed instructions for each section of the application. Although these directions apply to secondary and postsecondary applications, many of the screenshot examples are from the secondary application. The postsecondary screens will look very similar.

General Information

- All individuals using the iowagrants.gov system must be registered.
- If you need instructions on how to register for an iowagrants.gov account, or have IowaGrants questions please contact Dr. Jeffrey Fletcher at jeffrey.fletcher@iowa.gov.
- When navigating within the iowagrants.gov site, use the navigation bar in the program itself, not the navigation bar in your web browser.
- **Designate one person to create the application, known as the “registered applicant” regardless of whether you are applying as a standalone district, Perkins consortium, or community college.** Once the application has been created, additional individuals can be tied to the application by the “registered applicant.”
- All individuals tied to a given application have access to all portions of the application. If multiple people are assisting with completing the various forms, make sure to clarify the role of each.
- Once all edits and new information has been entered into a form, make sure to click the “Mark as Complete” link. Note: Even though a form has been marked as complete, it can continue to be edited until the application is officially “submitted.”
- Once the information for any form has been updated, click “Save” and click “Mark as Complete.”

The screenshot shows the top navigation bar with icons for Menu, Help, Log Out, Back, Print, Add, Delete, Edit, and Save. The Save button is circled in red. Below the navigation bar is the 'Application' section with the following details:

- Application: 354157 - Secondary Test Application
- Program Area: Perkins V
- Funding Opportunities: 346290 - FY21 - Perkins V - Secondary Application
- Application Deadline: 09/30/2020
- Requested Total: \$0.00

Below the application details is the 'Instructions' section with the following text:

Enter the contact information for the entity submitting this application. **Note: This is a two-part form; follow the instructions carefully!**

To complete the Recipient Information, select "Edit" at the top of the screen. Once the individual fields are completed, select "Save."

To add Perkins Contact Information, select the blue "Add" link for that section. Once the individual fields are completed, select "Save." If the entity has multiple Perkins contacts, repeat this process for each individual.

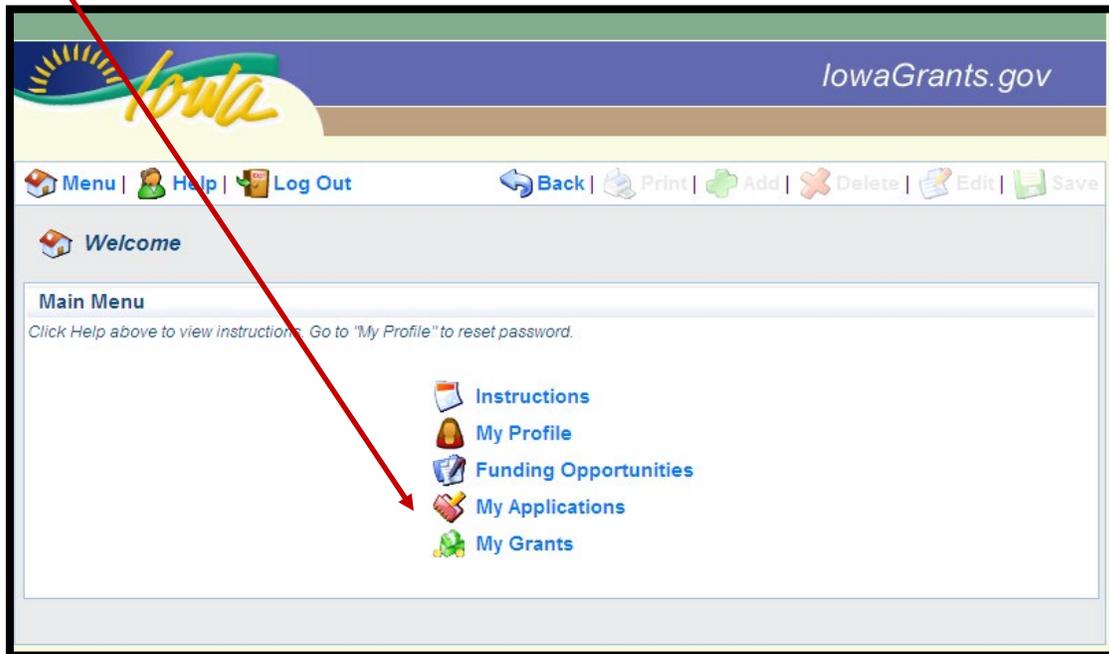
Once all entity contact information is completed, select the "Mark as Complete" link located on the Recipient Information bar below.

At the bottom of the form, there is a 'Recipient Information' section with two links: 'Mark as Complete' and 'Go to Application Forms'.

FY21 Perkins Grant Application: General Guidance for Submission

NAVIGATING TO PERKINS FUNDING OPPORTUNITY

- 1) Follow the login instructions for returning users at www.iowagrants.gov.
- 2) Click “Funding Opportunities” from the Main Menu. *Note: Once a new application has been started, it will be located within the “My Application” section.*



- 3) Scroll until you see the FY21 Perkins V Secondary or Postsecondary Application. Click the FY21 Perkins V application (either secondary or postsecondary) by clicking on the blue link located under the “Opportunity Title” column.

The screenshot shows a table titled 'Funding Opportunities' with the following data:

ID	Agency	Program Area	Opportunity Title	Pre-Application Deadline	Application Deadline
346290	Education	Perkins V	FY21 - Perkins V - Secondary Application	06/30/2020	09/30/2020
346298	Education	Perkins V	FY21 - Perkins V - Postsecondary Application	06/30/2020	09/30/2020

Iowa Department of Education guidance should be viewed as advisory unless it's specifically authorized by state statute, according to Iowa Code section 256.9A. This does not apply to administrative rules, declaratory orders, or materials required by federal law or courts.

FY21 Perkins Grant Application: General Guidance for Submission

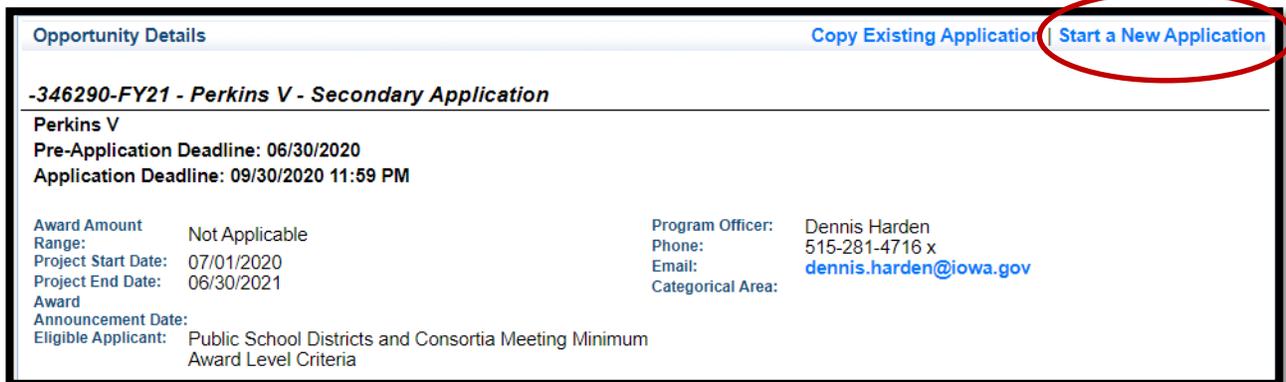
PART I: PRE-APPLICATION FORMS

The new Perkins V 2021 (FY21) application requires all eligible entities to complete a pre-application by July 1, 2020. The final-application forms are due by September 30, 2020.

PRE-APPLICATION FORMS CHECKLIST – DUE JULY 1, 2020

- Cover Page Perkins Basic – Secondary or Postsecondary
- Cover Sheet – General Information
- Minority Impact Statement
- Consortium Members (secondary only)
- Assurances/Agreements – Secondary or Postsecondary

- 1) Near the top of the Funding Opportunity description, two options for beginning an application can be seen: “Copy Existing Application” or “Start a New Application.” Click “Start a New Application”.



The screenshot shows the 'Opportunity Details' section of the Iowa Grants website. At the top right, there are two buttons: 'Copy Existing Application' and 'Start a New Application'. The 'Start a New Application' button is circled in red. Below the buttons, the application details for '-346290-FY21 - Perkins V - Secondary Application' are displayed. The details include the Perkins V program name, pre-application and application deadlines, award amount (Not Applicable), project start and end dates, program officer information (Dennis Harden), and eligible applicant criteria (Public School Districts and Consortia Meeting Minimum Award Level Criteria).

- 2) Add your district, consortium or college name in the Project Title (Example: FY21 ABC Consortium – Perkins V). Click “Save.”



The screenshot shows the 'Application' page on IowaGrants.gov. The 'General Information' section is highlighted. The 'Registered Applicant' is set to 'Jeff Fletcher'. The 'Project Title' field contains 'FY21 ABC Consortium - Perkins V'. The 'Organization' is set to 'Iowa Department of Education'. A red arrow points to the 'Project Title' field, and another red arrow points to the 'Save' button. A 'Return to top to save' link is visible at the bottom right of the form.

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FY21 Perkins Grant Application: General Guidance for Submission

- 3) After saving, return to the Application Forms screen to begin work on the other forms comprising the application. Please review the “Additional Contacts” listed (if any). At a minimum, this should include the contact person for each member district of a consortium and the person who will be submitting claims, if this is not the same as the person submitting the application. For an individual school district or community college, “additional contacts” would be additional IowaGrants users that will need access to the grant associated with their IowaGrants account.



General Information

System ID: 354367

Project Title: FY21 ABC Consortium - Perkins V

Registered Applicant: Jeff Fletcher

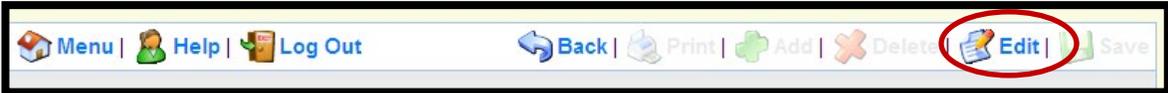
Additional Contacts:

Organization: Iowa Department of Education

Last Edited By: Jeff Fletcher, 04/27/2020

[Go to Application Forms](#)

There are two methods to access the data entry screens within the various forms comprising the application. The majority of sections can be accessed by clicking the “Edit” option, located in the navigation bar at the top of each page.



Menu | Help | Log Out | Back | Print | Add | Delete | **Edit** | Save

Please note there are TWO different Cover Pages (one required for Iowa Grants and one specific to the Perkins application). Both of these Cover pages must be completed as part of the “pre-application” due July 1.

FY21 Perkins Grant Application: General Guidance for Submission

COVER PAGE FOR PERKINS

- 1) Enter the contact information for the entity submitting this application, i.e., recipient information.
- 2) Under “Perkins Contact Information”, enter the contact information of the applicant completing the IowaGrants application as well as additional contacts involved in managing this grant.

 **Application**

Application: 354367 - FY21 ABC Consortium - Perkins V

Program Area: Perkins V
Funding Opportunities: 346290 - FY21 - Perkins V - Secondary Application
Pre-Application Deadline: 06/30/2020

Instructions

*Enter the contact information for the entity submitting this application. **Note: This is a two-part form; follow the instructions carefully!***

To complete the Recipient Information, select "Edit" at the top of the screen. Once the individual fields are completed, select "Save."

To add Perkins Contact Information, select the blue "Add" link for that section. Once the individual fields are completed, select "Save." If the entity has multiple Perkins contacts, repeat this process for each individual.

Once all entity contact information is completed, select the "Mark as Complete" link located on the Recipient Information bar below.

Recipient Information

To complete the Recipient Information, select "Edit" at the top of the screen. Once the individual fields are completed, select "Save."

Individual or Consortium* Use the drop down menu to indicate whether you are applying as an individual district or as a consortium.

Eligible Recipient/Consortium Name* Use the drop down menu to select the district or consortium name.

County-District or Consortium No.* This field should fill automatically based on the choice above. If the number listed does not match the district/consortium selected, contact Pat Thieben at 515-281-4707.

Community College Region* Use the drop down menu to select the community college region in which the district or consortium resides.

AEA Administrator, District Superintendent, or Community College President/Chancellor*

Title

Name of Administrator or Superintendent*

Telephone Number*

E-mail Address*

Street Address*

City*

State* Use the drop down menu to select the state.

Zip Code*

Perkins Contact Information

To add Perkins Contact information, select the blue "Add" link. Once the individual fields are completed, select "Save." If the entity has multiple contacts for its Perkins application, repeat this process for each individual.

Title	Name of Perkins Application Contact	Telephone Number	E-mail Address	Street Address	City	State	Zip Code

[Return to Top](#)

FY21 Perkins Grant Application: General Guidance for Submission

COVER PAGE FOR IOWAGRANTS SYSTEM

1. This is an IowaGrants system cover page associated with all grants.
2. For districts or consortia, the “authorized official” is typically the individual managing the application and grant. The fiscal officer/agent is typically the chief financial officer, which may be the principal or superintendent depending on the school district.
3. For community colleges, the “authorized official” is typically the individual managing the application and grant. The fiscal officer/agent is typically the chief financial officer or community college president/chancellor.

 **Application**

Application: 354367 - FY21 ABC Consortium - Perkins V

Program Area: Perkins V

Funding Opportunities: 346290 - FY21 - Perkins V - Secondary Application

Pre-Application Deadline: 06/30/2020

Instructions

"The information on this form is collected for the Iowa Department of Management to ensure consistent basic data collection from all grant applications."

Cover Sheet-General Information

Authorized Official

Name*

Title*

Organization*

If you are an individual, please provide your First and Last Name.

Address*

City/State/Zip* Iowa

City State Zip

Telephone Number*

E-Mail*

Fiscal Officer/Agent

Please enter the "Fiscal Officer" for your Organization.

If you are an individual, please provide your First and Last Name.

Name*

Title

Organization

Address

City/State/Zip Iowa

City State Zip

Telephone Number

E-Mail

FY21 Perkins Grant Application: General Guidance for Submission

CONSORTIUM MEMBERS FORM (SECONDARY ONLY)

1. Enter information indicating whether the applicant is applying as an individual district or as a consortium. If applying as a consortium, list each of the member districts represented by this application. **Note: This is a two-part form; follow the instructions carefully!**
2. To add Consortium Member information, click the blue "Add" link in the Consortium Members bar. Once the fields are completed, click "Save" at the top of the screen.
3. Repeat this process to add information for each consortium member.
4. If you need to remove a consortium member from your list, click on member under "District" column then select "Delete" at top of screen.
5. Once all necessary information for the form is completed, click "Save".

 **Application**

Application: 354367 - FY21 ABC Consortium - Perkins V

Program Area: Perkins V
Funding Opportunities: 346290 - FY21 - Perkins V - Secondary Application
Pre-Application Deadline: 06/30/2020

Instructions

Enter information indicating whether the applicant is applying as an individual district or as a consortium. If applying as a consortium, list each of the member districts represented by this application. **Note: This is a two-part form; follow the instructions carefully!**

To enter information regarding applicant status and changes in consortium membership select "Edit" at the top of the screen. Once the fields are completed, select "Save."

To add Consortium Member information, select the blue "Add" link in the Consortium Members bar. Once the fields are completed, select "Save" at the top of the screen. Repeat this process to add information for each consortium member.

If you need to remove a consortium member from your list, click on member under "District" column then select "Delete" at top of screen.

Once all necessary information for the form is completed, select "Save".

Applicant Status [Mark as Complete](#) | [Go to Application Forms](#)

Indicate whether the applicant is an individual district or a consortium.

To enter information regarding applicant status, select "Edit" at the top of the screen, then complete the form. Once all information is entered, select "Save." **Note: If applying as a individual district, you do not need to enter any information in the Consortium Members section.**

Are you applying as an individual district? No
If "Yes," select "Save", then "Mark as Complete." No further information is needed for the two items below or for the Consortium Members section of this form.

If applying as a consortium, has the membership of the consortium changed since the previous fiscal year? No
If "Yes," provide details regarding the changes in the text area below. All consortium changes must be approved by the Department.

Describe any changes in consortium membership since the previous fiscal year.
Provide details regarding any consortium changes since the FY18 application.

Consortium Members [Add](#)

Please update the information for all members of your consortium. The list of consortium member districts should match the list included in the FY20 application unless there has been changes in whole grade sharing arrangement or district reorganization or requested changes due to RPP restructuring.

To add a Consortium Member, select the blue "Add" link within the Consortium Member bar above. Once the fields are completed, select "Save." To edit information for an existing member, select the district name located within the "District" column. This will open the entry screen for the district. After updates are completed, select "Save."

To edit information for a Consortium Member once "Save" has been selected, you must click the the "District" name link for that particular member.

District	Title	Contact Name	Position title	E-Mail	Telephone Number
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Last Edited By: Jeff Fletcher, 04/28/2020

FY21 Perkins Grant Application: General Guidance for Submission

ONCE ALL PRE-APPLICATION FORMS ARE COMPLETE, CLICK “SUBMIT”, THIS MEANS ALL PRE-APPLICATION FORMS WILL BE SUBMITTED FOR DE REVIEW

 **Application**

Application: 354367 - FY21 ABC Consortium - Perkins V

Program Area: Perkins V

Funding Opportunities: 346290 - FY21 - Perkins V - Secondary Application

Pre-Application Deadline: 06/30/2020

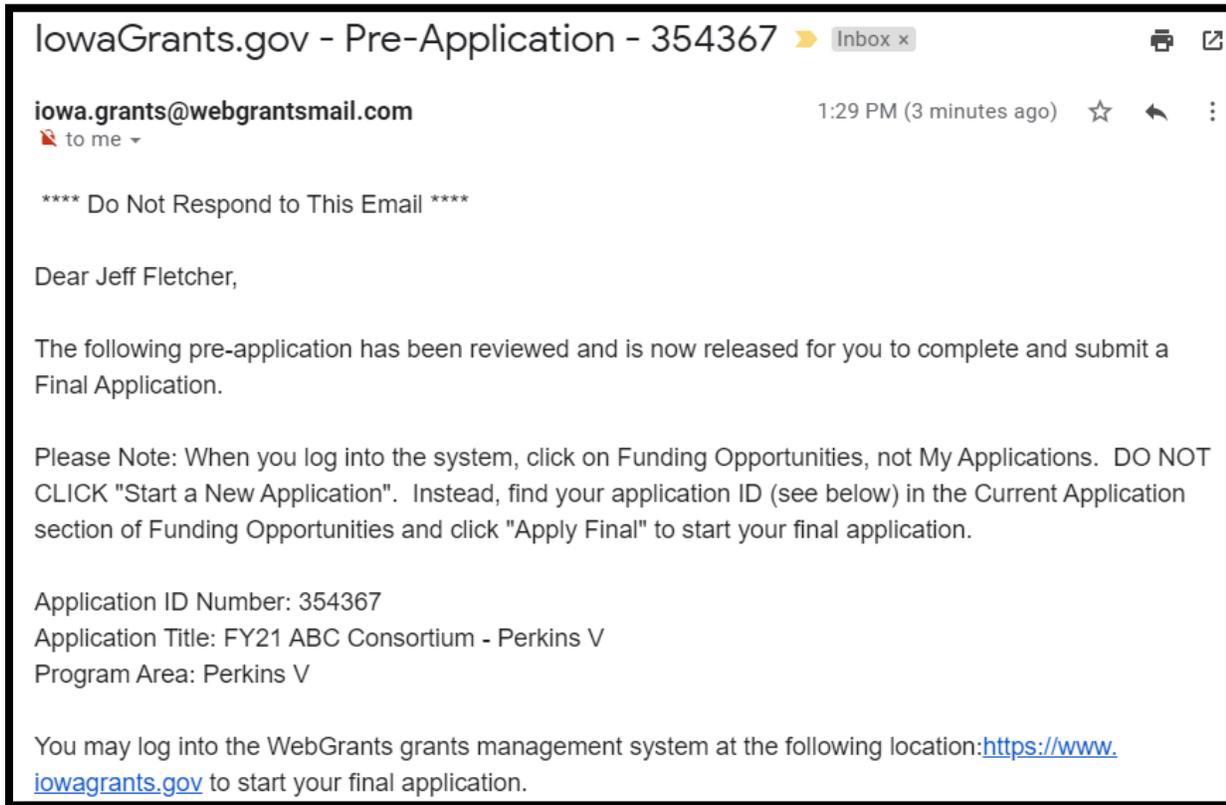
Instructions

Clicking "Mark as Complete" does not submit the application component or prevent further editing. To submit the application click the Submit button. Note: All application components must be marked as complete in order to submit.

Application Forms		Complete?	Last Edited	Preview	Submit
General Information	Form Name	✓	04/27/2020		
Cover Page Perkins Basic - Secondary		✓	04/28/2020		
Cover Sheet-General Information		✓	04/28/2020		
Minority Impact Statement		✓	04/28/2020		
Consortium Members		✓	04/28/2020		
Assurances/Agreements - Secondary		✓	04/28/2020		

PART II: FINAL APPLICATION FORMS

AFTER THE PRE-APPLICATION IS REVIEWED AND “APPROVED” BY THE DE, IOWAGRANTS WILL GENERATE THE FOLLOWING AUTOMATED EMAIL. SAVE THIS EMAIL. THE FINAL APPLICATION FORMS CAN NOW BE COMPLETED



FINAL APPLICATION FORMS CHECKLIST – DUE SEPTEMBER 30, 2020

- Perkins V Secondary or Postsecondary Needs Assessment Questions Form
- CLNA Attachments Form
- FY21 Secondary or Postsecondary Budget Form
- Secondary or Postsecondary Performance Targets Form

TO START FINAL APPLICATION

1. Log into IowaGrants system
2. Click on “funding opportunities”
3. Scroll and click on secondary or postsecondary funding opportunity
4. Above the “opportunity details”, you will find your “pre-application.”
5. Click on “Apply final.”

FY21 Perkins Grant Application: General Guidance for Submission

354367 Pre-Application FY21 ABC Consortium - Perkins V Approved Apply Final

Opportunity Details [Copy Existing Application](#) | [Start a New Application](#)

-346290-FY21 - Perkins V - Secondary Application

Perkins V
Pre-Application Deadline: 06/30/2020
Application Deadline: 09/30/2020 11:59 PM

Award Amount Range:	Not Applicable	Program Officer:	Dennis Harden
Project Start Date:	07/01/2020	Phone:	515-281-4716 x
Project End Date:	06/30/2021	Email:	dennis.harden@iowa.gov
Award Announcement Date:		Categorical Area:	
Eligible Applicant:	Public School Districts and Consortia Meeting Minimum Award Level Criteria		

1. On the “new general information” form for the final-application enter the same project Title information and select the same Organization that was used in the Pre-Application.
2. The Pre-Application forms and information will carry over into the final application. You will need to go back into each pre-application form to review and double-check the information is correct, and then click on “mark as complete.” Please review all forms and make edits if necessary.
3. The forms that will need to be completed in Phase 2 will have no data/information in the “Last Edited” column:

Application

Application: 354526 - FY21 ABC Consortium - Perkins V

Program Area: Perkins V

Funding Opportunities: 346290 - FY21 - Perkins V - Secondary Application

Application Deadline: 09/30/2020

Instructions

Clicking "Mark as Complete" does not submit the application component or prevent further editing. To submit the application click the Submit button. Note: All application components must be marked as complete in order to submit.

Application Forms		Complete?	Preview Submit
Form Name			Last Edited
General Information		✓	04/28/2020
Cover Page Perkins Basic - Secondary			04/28/2020
Cover Sheet-General Information			04/28/2020
Minority Impact Statement			04/28/2020
Consortium Members			04/28/2020
Secondary - Perkins V Needs Assessment Questions			
CLNA Attachments			
Secondary - Perkins V Budget			
FY20-FY23 Perkins Performance Level Targets - Secondary			
Assurances/Agreements - Secondary			04/28/2020

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FY21 Perkins Grant Application: General Guidance for Submission

SECONDARY/POSTSECONDARY CLNA QUESTIONS FORM

1. The secondary/postsecondary form encompass a series of questions to complete after the district, consortia, or community college completes the Comprehensive Local Needs Assessment. Each question is structured using the “rich text editor” feature of IowaGrants, which allows text narrative, website links, and hyperlinks for GoogleDocs, DropBox, OneDrive, or other file formats such as Excel, PDF, etc.
2. For an overview of the CLNA, go [HERE](#). To answer the questions, follow the instructions in the form.
3. For an example, question #1 is shown here:

CLNA OUTCOMES

Based on the completion of the CLNA process, please answer the following questions:

*

1. Provide a summary of the results of the comprehensive needs assessment. (max. 10,000 characters)

Information should include:

List at least the top 3 and up to 5 funding priorities, as identified by your CLNA. For each priority listed address ALL of the following requirements:

A. Describe how you used the CLNA results to determine that your school has an Opportunity or Gap in this area.
B. Identify the specific Student Opportunity or Performance Gap your consortia or school district will address.
C. Name the program or programs this priority is related to.
D. List the budget requirements that will be required to complete this priority.

Instructions:
"Priority 1" followed by A, B, C, and D;
"Priority 2" followed by A, B, C, and D;
"Priority 3" followed by A, B, C, and D;
"Priority 4" (optional) followed by A, B, C, and D; and
"Priority 5" (optional) followed by A, B, C, and D

Think of your response to this question as an "executive summary" of your CLNA. This is your opportunity to identify the big take-aways from your CLNA and add any contextual information in attachment form you find to be helpful in explaining.

Evidence might include documentation of data reviewed to determine performance gaps, CLNA results/priorities, etc.



Font Size

Characters: 0/10000

Attachment upload for Question #1; optional, consolidate into one file. No file chosen

FY21 Perkins Grant Application: General Guidance for Submission

SECONDARY/POSTSECONDARY BUDGET FORM

The FY21 Budget form general categories align with the major Perkins V expenditure categories and each expenditure category has relevant and specific budget codes (Secondary/Postsecondary) to make it easier for business managers to track expenditures. This will also mean that when claims are submitted, all invoices do not have to be included, only the General Ledger to match the district/consortium/community college budget.

Secondary Budget Codes

Salaries & Benefits 1XX-2XX	Purchased Services 3XX	Rentals Equipment 442
Rentals Computers & Technology 443	Staff Travel 580	Supplies (no consumables) 6XX
Equipment Machinery 731	Equipment Hardware 734	Equipment Software 735

Postsecondary Budget Codes

101 Personnel Services (Salaries & Wages)	202 In-State Travel (Meals, Lodging, Registration)	205 Out-of-State Travel (Meals, Lodging, Registration)
301 Curriculum & Training Materials	404 Professional Development Contracts	405 Contracts for Services etc.
505 Data Processing (Desktop Software licensing fees)	602 Indirect Costs	701 Equipment

Within the Budget Summary form, the “State Allocation to Recipient” must be updated to reflect the FY21 dollar amount. **To access this information, use the hyperlink in the Budget Summary instruction section.** Once the new allocation amount has been entered, click “Save” to reset the calculations, then “Edit” to update each of the individual budget line item.

Instructions

To add budget information, select "Edit" at the top of the screen

Enter FY2021 Allocation into "State Allocation to Recipient"

Enter amounts in each category within the appropriate budget code. Enter administrative costs if applicable:

- Perkins V1 - Career Exploration and Development
- Perkins V2 - Professional Development
- Perkins V3 - CTE Skill Development
- Perkins V4 - Integration of Academic Skills
- Perkins V5 - Support for CTE Programs
- Perkins V6 - Develop and Implement Evaluations
- CTSO - Career and Technical Student Organizations
- Perkins V A - Perkins Admin (not to exceed 5% of the grant total)

Once the fields are completed, select "Save"

Section 131(f)(2) of the Perkins Act states, "Funds allocated to a consortium formed to meet the requirements of this subsection shall be used only for purposes and programs that are mutually beneficial to all members of the consortium".

Consortiums may not reallocate to members of the consortium based on enrollment, census data or any internally determined formulas.

School districts within consortiums will receive funds based upon CLNA outcomes, not based upon formula or equitable distribution.

All funds allocated within the funding period must be expended by June 30 of the fiscal year.

Once all budget information is completed, select the "Mark as Complete" link located on the State Allocation to Recipient bar below.

Perkins V Required Use of Funds are used to set up your budget. More explanation on the Required Uses of Funds can be found [HERE](#)

State Allocation to Recipient

Secondary Allocations are provided [HERE](#).

State Allocation to Recipient*

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FY21 Perkins Grant Application: General Guidance for Submission

Detailed descriptions are required to explain the anticipated expenditures related to the CLNA. Each budget line item will be connected back to the CLNA. To do this, select the CLNA Element by clicking on the Element title in the “Connects to CLNA Element(s) column; use the “CTRL+Click” function to select more than one element. It will be up to the Perkins contact to ensure all expenditures are **eligible** for reimbursement. Recipients will complete the same process to connect purchases to the specific service areas. Please follow the instructions in the form to complete the entire section.

**If you have questions about allowable and unallowable expenses,
please contact Amy Vybiral, amy.vybiral@iowa.gov**

PV1: Career Exploration and Development					
Description	Budgeted Amount	Connects to CLNA Element(s)	Connects to Service Area(s)	Please describe in detail what purchases will be made	Program(s) and School(s) impacted by funding decision
Salaries & Benefits 1XX-2XX	\$0.00	STUDENT PERFORMANCE SIZE, SCOPE, AND QUALITY EVALUATION OF LABOR MARKET ALIGNMENT RECRUITMENT, RETENTION, AND TRAINING OF CTE EDUCATORS	Agricultural, Food, and Natural Resources Applied Science, Technology, Engineering, and Manufacturing Business, Finance, Marketing, and Management Information Solutions		
Purchased Services 3XX	\$0.00	STUDENT PERFORMANCE SIZE, SCOPE, AND QUALITY EVALUATION OF LABOR MARKET ALIGNMENT RECRUITMENT, RETENTION, AND TRAINING OF CTE EDUCATORS	Agricultural, Food, and Natural Resources Applied Science, Technology, Engineering, and Manufacturing Business, Finance, Marketing, and Management Information Solutions		
Rentals Equipment 442	\$0.00	STUDENT PERFORMANCE SIZE, SCOPE, AND QUALITY EVALUATION OF LABOR MARKET ALIGNMENT RECRUITMENT, RETENTION, AND TRAINING OF CTE EDUCATORS	Agricultural, Food, and Natural Resources Applied Science, Technology, Engineering, and Manufacturing Business, Finance, Marketing, and Management Information Solutions		
Rentals Computers & Technology 443	\$0.00	STUDENT PERFORMANCE SIZE, SCOPE, AND QUALITY EVALUATION OF LABOR MARKET ALIGNMENT RECRUITMENT, RETENTION, AND TRAINING OF CTE EDUCATORS	Agricultural, Food, and Natural Resources Applied Science, Technology, Engineering, and Manufacturing Business, Finance, Marketing, and Management Information Solutions		
Staff Travel 580	\$0.00	STUDENT PERFORMANCE SIZE, SCOPE, AND QUALITY EVALUATION OF LABOR MARKET ALIGNMENT RECRUITMENT, RETENTION, AND TRAINING OF CTE EDUCATORS	Agricultural, Food, and Natural Resources Applied Science, Technology, Engineering, and Manufacturing Business, Finance, Marketing, and Management Information Solutions		
Supplies (no consumables) 6XX	\$0.00	STUDENT PERFORMANCE SIZE, SCOPE, AND QUALITY EVALUATION OF LABOR MARKET ALIGNMENT RECRUITMENT, RETENTION, AND TRAINING OF CTE EDUCATORS	Agricultural, Food, and Natural Resources Applied Science, Technology, Engineering, and Manufacturing Business, Finance, Marketing, and Management Information Solutions		
Equipment Machinery 731	\$0.00	STUDENT PERFORMANCE SIZE, SCOPE, AND QUALITY EVALUATION OF LABOR MARKET ALIGNMENT RECRUITMENT, RETENTION, AND TRAINING OF CTE EDUCATORS	Agricultural, Food, and Natural Resources Applied Science, Technology, Engineering, and Manufacturing Business, Finance, Marketing, and Management Information Solutions		
Equipment Hardware 734	\$0.00	STUDENT PERFORMANCE SIZE, SCOPE, AND QUALITY EVALUATION OF LABOR MARKET ALIGNMENT RECRUITMENT, RETENTION, AND TRAINING OF CTE EDUCATORS	Agricultural, Food, and Natural Resources Applied Science, Technology, Engineering, and Manufacturing Business, Finance, Marketing, and Management Information Solutions		
Equipment Software 735	\$0.00	STUDENT PERFORMANCE SIZE, SCOPE, AND QUALITY EVALUATION OF LABOR MARKET ALIGNMENT RECRUITMENT, RETENTION, AND TRAINING OF CTE EDUCATORS	Agricultural, Food, and Natural Resources Applied Science, Technology, Engineering, and Manufacturing Business, Finance, Marketing, and Management Information Solutions		

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FY21 Perkins Grant Application: General Guidance for Submission

At the end of the budget form, there are calculation fields built into the budget form that show the maximum amount that can be budgeted for administrative costs, which is still 5.00%, and the amount left to be budgeted anytime new information is entered and after clicking "Save."

As in Perkins IV, every dollar must be budgeted so that the "requested total" IowaGrants system calculation equals the State Allocation to Recipient.

Administrative Costs - 5%	
Enter the projected amount from the State Allocation to be expended on administrative costs.	
Administrative costs must not exceed 5% of the total grant award.	
Administrative Amount - 5%	\$0.00
Total	\$0.00
Total Allocation	
NOTE: The amount budgeted for administrative costs cannot exceed the amount shown above (5% of the State Allocation to Recipient).	
Maximum Allowed for Administrative Costs	\$5,000.00
The amount shown is the sum total of the amounts that have been entered for each budget section.	
Total Projected Amount to be Expended	\$0.00
If the amount shown below is (negative), the sum total of the dollar amounts budgeted for required components and administrative costs exceeds the amount entered in the State Allocation to Recipient section.	
Remaining Allocation to be Budgeted	\$100,000.00
Last Edited By: Jeff Fletcher, 04/28/2020	

Application: 354157 - Secondary Test Application	
Program Area:	Perkins V
Funding Opportunities:	346290 - FY21 - Perkins V - Secondary Application
Application Deadline:	09/30/2020
Requested Total:	\$0.00

FY21 Perkins Grant Application: General Guidance for Submission

SECONDARY OR POSTSECONDARY PERFORMANCE TARGETS FORM

Each applicant shall either agree to accept the State performance level targets or negotiate with the Department to reach an agreement on performance levels for each of the required performance indicators. If negotiating for a lower percentage than the state targets a supporting rationale must be provided. Recipients must achieve at least 90% of the state target or negotiated local target. Those not achieving this level will be required to develop and submit an improvement plan. Unlike Perkins IV, performance targets for secondary or postsecondary are set for four-years similar to State-Level Targets specified in the [Perkins V State Plan](#).

Select "Yes" if you are accepting the State Determined Levels of Performance.

OR

Select "No" if you are negotiating; if "No" is selected then complete the negotiated levels of performance section.

If a recipient would like to negotiate lower performance targets than the state target, a supporting rationale must be provided. Please contact Dr. Jeffrey Fletcher at jeffrey.fletcher@iowa.gov or 515-321-7309 if you have questions.

Perkins V State Determined Levels of Performance (SDLPs)
 Select "Yes" if you are accepting the State Determined Levels of Performance.

OR

Select "No" if you are negotiating; if "No" is selected then complete the negotiated levels of performance section below.

Performance Indicator	Baseline	FY2020	FY2021	FY2022	FY2023
1S1 Four-Year Graduation Rate	92.58%	93.00%	93.25%	93.50%	93.75%
2S1 Academic Proficiency in English Language Arts	65.75%	66.00%	66.25%	66.50%	66.75%
2S2 Academic Proficiency in Mathematics	61.75%	62.00%	62.25%	62.50%	62.75%
2S3 Academic Proficiency in Science	58.00%	58.25%	58.50%	58.75%	59.00%
3S1 Post-Program Placement	89.09%	89.50%	90.00%	90.50%	91.00%
4S1 Non-traditional Program Concentration	36.87%	37.00%	37.25%	37.50%	37.75%
5S3 Participated in Work-Based Learning	6.00%	7.00%	8.00%	9.00%	10.00%

Yes or No on accepting State performance targets* Yes No

NEGOTIATED Perkins V Performance Level Targets
 IF NEGOTIATING - - Use the table below to submit proposed FY20-FY23 performance levels for each of the required secondary indicators. The proposed target must be expressed in a percent so as to be objective, quantifiable, and measurable.
 If negotiating for a lower percentage than the state target a supporting rationale must be provided.
 Reminder: Recipients must achieve at least 90% of the state-target level or negotiated local-target level. Those not achieving will be required to develop an improvement plan.

Indicator	Baseline	FY20 TARGET	FY21 TARGET	FY22 TARGET	FY23 TARGET	Indicate the source(s)/method(s) used to determine negotiated targets.
1S1 FOUR-YEAR GRADUATION RATE	0%	0%	0%	0%	0%	
2S1 ACADEMIC PROFICIENCY IN READING/LANGUAGE ARTS	0%	0%	0%	0%	0%	
2S2 ACADEMIC PROFICIENCY IN MATHEMATICS	0%	0%	0%	0%	0%	
2S3 ACADEMIC PROFICIENCY IN SCIENCE	0%	0%	0%	0%	0%	
3S1 POSTSECONDARY PLACEMENT	0%	0%	0%	0%	0%	
4S1 NON-TRADITIONAL PROGRAM CONCENTRATION	0%	0%	0%	0%	0%	
5S3 PARTICIPATED IN WORK-BASED LEARNING	0%	0%	0%	0%	0%	

[Return to Top](#)

Iowa Department of Education guidance should be viewed as advisory unless it's specifically authorized by state statute, according to Iowa Code section 256.9A. This does not apply to administrative rules, declaratory orders, or materials required by federal law or courts.

FY21 Perkins Grant Application: General Guidance for Submission

WRAP-UP

- 1) The status of each form will be summarized on the Application Forms list within the “Complete?” column. When all forms have been marked as complete, the application is ready for submission. To submit the application, click the “Submit” link.

 **Application**

Application: 354526 - FY21 ABC Consortium - Perkins V

Program Area: Perkins V

Funding Opportunities: 346290 - FY21 - Perkins V - Secondary Application

Application Deadline: 09/30/2020

Requested Total: \$75,000.00

Instructions

Clicking "Mark as Complete" does not submit the application component or prevent further editing. To submit the application click the Submit button. Note: All application components must be marked as complete in order to submit.

Application Forms

Form Name	Complete?	Last Edited
General Information	✓	04/28/2020
Cover Page Perkins Basic - Secondary	✓	04/28/2020
Cover Sheet-General Information	✓	04/28/2020
Minority Impact Statement	✓	04/28/2020
Consortium Members	✓	04/28/2020
Secondary - Perkins V Needs Assessment Questions	✓	04/28/2020
CLNA Attachments	✓	04/28/2020
Secondary - Perkins V Budget	✓	04/28/2020
FY20-FY23 Perkins Performance Level Targets - Secondary	✓	04/28/2020
Assurances/Agreements - Secondary	✓	04/28/2020

- 2) After all steps of the submission process have been completed, the person submitting the application will receive a system-generated notification stating the application has been successfully submitted. The notification message, as well as other correspondence generated via iowagrants.gov, will come from the dullestech.com domain. **Please make sure your email system is set to allow these messages to be delivered.**

If you have questions regarding the FY21 Perkins Basic Continuation Grant application forms, please contact Dr. Jeffrey Fletcher, Perkins Accountability Consultant, Bureau of Career and Technical Education at jeffrey.fletcher@iowa.gov or 515-321-7309.