



UNITED STATES DEPARTMENT OF EDUCATION

OFFICE OF VOCATIONAL AND ADULT EDUCATION

OCT 5 2011

PROGRAM MEMORANDUM

TO: State Directors of Career and Technical Education

FROM: Sharon Lee Miller *Sharon Lee Miller*

SUBJECT: Revised Estimated Federal Fiscal Year (FY) 2011 State Allocations under the Carl D. Perkins Career and Technical Education Act of 2006 (Perkins IV)

I am providing you with the revised estimated State allocations for FY 2011 under Title I (Career and Technical Education Assistance to the States) of the Carl D. Perkins Career and Technical Education Act of 2006 (Perkins IV or the Act). See the attached table. The U.S. Department of Education's (Department's) appropriations act for FY 2011 made available the first portion of Perkins IV funds on July 1, 2011 and the remainder on October 1, 2011. The revised estimated allocations in the attached table reflect an across-the-board reduction of 1.503 percent to the "advance funded" amount available for programs administered by the Department, including Perkins IV, pursuant to the September 30, 2011 Continuing Appropriations Act, 2012 (H.R. 2017). The attached table provides the revised estimated allocations for each State and outlying area.

If your State's estimated allocation changed, your eligible agency must revise its budget for Perkins IV for program year five (July 1, 2011 – June 30, 2012) to reflect its estimated Perkins IV, Title I allocation in the attached table, make any necessary corresponding changes to its State plan, and submit the revised budget to this office as discussed below. Your State was required to submit its Perkins IV budget under the *Guidance for the Submission of State Plan Revisions, Budgets, and Performance Levels for FY 2011 Perkins IV Grant Awards - OMB Approval Number: 1830-0029*, and is available through the Perkins IV State Plan Submission Web site at: <http://www.perkinsinfo.com/stateplans2011>.

Please share these revised estimated allocations with your secondary or postsecondary counterpart, fiscal staff, and other appropriate individuals. This memo will be available shortly on our Web site at: <http://cte.ed.gov>.

Perkins IV Requirements for Within-State Allocations and Options

Your State should consider the within-State allocation requirements in section 112 of Perkins IV if your State must revise its budget. Section 112(a)(1) requires an eligible agency to make available "not less than 85 percent" of its allocation under section 111 of Perkins IV (Title I) for distribution to eligible recipients under sections 131 and 132 of Perkins IV. Section 112(a)(2) of Perkins IV authorizes the eligible agency to make available for State leadership activities "not

more than 10 percent” of the State’s allocation. Section 112(a)(3) of Perkins IV authorizes an eligible agency to make available for the administration of the State plan “an amount equal to not more than five percent, or \$250,000, whichever is greater” of the State’s allocation.

In order to revise your State’s Perkins IV budget to reflect your State’s revised estimated allocation, your State may make proportionate reductions to the amounts your State reserved under section 112(a), provided that your State does not make available less than 85 percent of its State allocation for program year five for distribution to eligible recipients under sections 131 and 132 of Perkins IV. Your State also has the option of lowering the percentage of its previously budgeted amount for State administration, State leadership, or both, without making any change to the amount previously reserved for distribution under sections 131 and 132. The second option of reducing only State administration and/or State leadership without changing the amount distributed to eligible recipients would allow your State to avoid having to recompute program year five allocations to eligible recipients under the statutory formulas in section 131 and 132 and requesting revised local applications from your State’s eligible recipients. Additional guidance for small States to compute their set-asides is contained in the June 2, 2009, *Questions and Answers Regarding the Implementation of the Carl D. Perkins Career and Technical Education Act of 2006 – Version 2.0 (Version 3)* (see D.15.).

Revised Budget Submission Requirements

If your State’s estimated allocation changed, your eligible agency must revise its budget for Perkins IV to reflect its revised estimated Title I allocation in Table 1 for program year five, beginning on July 1, 2011. These eligible agencies must submit:

- A revised budget for program year five;
- Any other State plan revisions; and
- A cover letter that transmits the revised budget, and any other State plan changes, and that is signed by someone who is authorized to act on behalf of the eligible agency.

Submission Deadline, Signature, and Address

If your State’s estimated allocation changed, your eligible agency must submit its revised budget, any other State plan revisions, and cover letter to this office no later than Monday, October 24, 2011, to the above-referenced Perkins IV State Plan Submission Web Site. You are also responsible for submitting a hard copy of the cover letter with an original signature within five working days of the State’s on-line submission to:

Edward R. Smith, Chief
Program Administration Branch
Division of Academic and Technical Education
Office of Vocational and Adult Education
U. S. Department of Education
Potomac Center Plaza
550 12th Street, SW, Room 11060
Washington, DC 20202-7241

Please feel free to contact Andrew Johnson, our office's lead for Perkins fiscal matters, if you have questions regarding your State's revised estimated allocation or any other information in this memo. Andrew may be reached by email at Andrew.Johnson@ed.gov or by phone at (202) 245-7786.

If you have any technical difficulties in entering or submitting your revisions via the State Plan Submission Website, please feel free to contact [Marjorie Beaulieu@ed.gov](mailto:Marjorie.Beaulieu@ed.gov) or by phone at (202) 245-7705.

Attachment