

Carl D. Perkins Career and Technical Education Improvement Act of 2006
Connecticut State Department of Education
Frequently Asked Questions
2006-13

Question	Answer and Explanation
Use of Perkins Funds For:	
Teacher Travel to National/State Conferences	Teacher travel to national and state professional development conferences, such as the National Business Educator's Association, is an allowable expense. However, expenses are limited to transportation, registration and lodging. Meal expenses are not covered by Perkins funds. In addition, the request for travel must be explained in detail in the grant proposal's budget narrative and professional development plan. Conference attendees are responsible to share information with other district staff and making improvements to curriculum in an effort to increase overall program quality. Opportunities for professional development conferences should be rotated among all Career and Technical Education (CTE) local staff.
Teacher College Tuition	A teacher's college tuition for an advanced degree or a cross endorsement is not a reimbursable expense. However, course work necessary to enhance teacher knowledge directly related to CTE curriculum improvements or student instruction is permissible i.e. CAD, Microsoft Office Suite
Equipment for Teacher Use	Equipment purchased using Perkins funds, solely for teacher use is not allowed. All equipment purchased with Perkins funds must be for student use or utilized in instructing students in the classroom.
School to Career Activities	There is a prohibition clause within the Perkins legislation for use of funds for School to Career activities. However, funds used for CTE student career development is an allowable expense. In addition, funding used for state-approved Cooperative Work Education programs is also permissible.
Professional Development for CTE staff	All Perkins grantees must allocate a minimum of 5% for state and national state approved professional development activities for CTE staff. Districts are able to utilize additional funding beyond the 5% for other professional development activities. Activities may include in-service activities, conferences, workshops, and technical assistance provided by the state for curriculum alignment.
Facility Construction or Remodeling	Renovation of the school facility cannot be funded by the Perkins grant. However, equipment required to startup or upgrade CTE programs is allowable.

Inventory and Labeling of Perkins Equipment	The local school district must inventory any equipment purchased with Perkins funds. In addition, all equipment must be marked with a permanent marker indicating grant source, year of purchase, school name and program area. SAMPLE: CP04 – Amity H.S. – FCS
Equipment Shared with Disciplines other than CTE	The primary use of equipment purchased with Perkins funds should be utilized by CTE students who are enrolled in courses from one of the seven CTE program areas.
Career and Technical Education (CTE) Textbooks	Textbooks can be ordered with Perkins funds for new courses only. Textbooks for existing CTE courses are the responsibility of the local board of education.
CTE Expenses Previously Paid by the Local School District	Use of Perkins funds to pay for any expense that was previously paid by the local school district is considered supplanting. This may include: salaries, textbooks, stipends etc.
CTE Teacher and Staff Salaries	Perkins funds may support a teacher and/or staff member's salary; however, a plan should be in place for the local board of education to absorb salary cost within a reasonable timeframe.
Interdisciplinary/Integrated Curriculum Program Expenses	Expenses related to interdisciplinary activities/courses (i.e. CTE subjects team taught with academic areas) are fundable by Perkins.
CTE Teacher Professional Organization Memberships	The teacher is responsible for his/her own professional memberships.
Maintenance of Equipment	Maintenance of equipment purchased with Perkins funds is the responsibility of the local school district.
Consumable Supplies	Consumable supplies such as toner cartridges, paper, baking supplies etc. are the responsibility of the local school district.
CTE Program Promotional Items	Perkins funds cannot be used to purchase items such as mugs, T-shirts, pencils etc. to promote CTE programs.
Expenses Related to Career and Technical Student Organizations (CTSO)	
CTSO Student Blazers, Trophies, Pins., Dues or Travel etc.	Perkins funds cannot be utilized for any individual student expenditure for CTOS.
Instructional Supplies for CTOS	Perkins funds may be used to purchase instructional supplies for CTOS.
Field trips for CTOS students	Perkins funds may be used for field trips for CTOS students if the field trip is made available to students outside the membership.
Stipends for Local District CTOS Advisors	Perkins funds may be used for stipends for local school district CTOS advisors. However, if the local board of education pays

	stipends for all other non-CTSO advisor positions, it should be the responsibility of the board to pay for this expense.
Teacher Travel to Student Competitions	Perkins funds cannot be used for teacher travel to State, Regional or National student competitive events.
Travel for Students to Competitions	Perkins funds cannot be used for student travel to State, Regional or National student competitive events.
Perkins Eligibility Requirements	
CTE State Assessment	All Perkins grantees must participate in the State CTE assessment, testing ALL CTE student concentrators.
Career Pathways/Program of Study	All grantees must offer at least one career pathways with plan to increase the number of pathways offered.
CTE Programs Offered	Each district high school must offer three of the seven CTE program areas with one area leading to concentration. Those program areas include: Vocational Agriculture, Business and Finance Technology, Cooperative Work Education, Family and Consumer Sciences, Marketing Education, Medical Careers and Technology Education. In 2008-13, the local district should plan to establish an additional areas of concentration or increase the number of concentrators.
Establishment of Career and Technical Education Organizations	All districts must have at least one Career and Technical Education Student Organization (CTSO) under operation. A plan should be in place to increase the number of students participating in a CTSO or to establish a new CTSO in an additional program area.
Career and Technical Education Advisory Committees	All grantees must have an advisory board/committee to serve in an advisory capacity. One or multiple committees may be established to provide support to all seven program areas.
Timelines for Administration of Perkins to:	
Modify the Perkins Grant	A local district may modify their grant up to April 1 of the current grant year.
To Obligate the Expenditures:	The grantee must obligate all Perkins funds prior to June 30 of the current grant year. No extensions are allowable beyond that date.
Complete the ED400 state reports	All grantees including consortium district members must complete the ED400 State Report to be forwarded to the State Department of Education in June of the grant year. These data are required for federal reporting purposes.