

Perkins IV Tech Prep Uses of Funds Guide 2008-2009

REQUIRED

NOTE: Tech Prep applications for funding must:

1. Be budgeted for state approved Tech Prep programs only.
2. Have at least one application activity per Core Performance Indicator.
3. Fund at least one activity from each required "Function Code" (federal or non-federal funding).

Refer to the Financial Guide in the OCTE Administrative Guide dated April 2008 for more detailed information.

Function Code	Description
127/922-1 Integration of Academics	Funds are to be used for integrating academics and Career and Technical Education (CTE) instruction in programs of study.
127/913-2 Use of Technology	Funds are for the use of educational technology and distance learning, as appropriate, to involve all the participants in the consortium more fully in the development and operation of programs. Perkins funds may not be used for equipment or infrastructure costs (e.g. hard wiring, servers, or telecommunication devices).
127/913-3 All Aspects of the Industry	Funds are to be used for curriculum development which incorporates into a Tech Prep sequence of courses: strong experience in and comprehensive understanding of technical and occupation-specific skills, principles of technology, labor and community issues, health and safety issues, environmental issues, and opportunities for advanced education/training. These activities may include work-based or worksite learning experiences in conjunction with business and all aspects of an industry when available and appropriate.
127/902-4 Special Populations	Funds are to be used to provide equal access to the full range of Tech Prep programs (including pre-apprenticeship programs) to individuals who are members of special populations. Eligible use of funds may include tutors, readers, counseling services for students, adaptive equipment, and other supplementary services needed by special populations. Specific focus should be given to those services needed for a successful transition from secondary to postsecondary education for special populations students.
221/917-1 Secondary/Postsecondary Linkages	Funds are to be used to link secondary schools and two-year postsecondary institutions, and if possible and practicable, four-year institutions through: non-duplicative sequences of courses in career fields; the development and renewal of articulation agreements; the investigation of opportunities for Tech Prep secondary education students to enroll concurrently in secondary education and postsecondary education coursework to prepare for high skill, high wage, high demand (HSHWHD) occupations.
221/914-2 Professional Development (Instruction)	Funds are to be used for sustained professional development for teachers, faculty, and other instructional staff and may include: <ul style="list-style-type: none"> • effective implementation of Tech Prep programs • joint training in the Tech Prep consortium • needs, expectations, and methods of business and all aspects of an industry • use and application of technology • use of contextual and applied curricula, instruction and assessment

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- assists in accessing an utilizing data, information available pursuant to section 118, and information on student achievement, including assessments
- 283/914-1 Funds are to be used for sustained professional development for:
Professional Development Administrators, including:
- (Non-Instruction)
- effective implementation of Tech Prep programs
 - joint training in the Tech Prep consortium
 - needs, expectations, and methods of business and all aspects of an industry
 - use and application of technology
 - use of contextual and applied curricula, instruction, and assessment
 - assists in accessing an utilizing data, information available pursuant to section 118, and information on student achievement, including assessments
- Counselors/Career Guidance Personnel, including:
- provide information to students regarding Tech Prep programs
 - support student progress in completing Tech Prep Program through the use of graduation and career plans including Education Development Plans (EDPs)
 - provide information on related employment opportunities
 - ensure students are placed in appropriate employment or further postsecondary education
 - stay current with the needs, expectations, and methods of business and all aspects of an industry
 - provide comprehensive career guidance and academic counseling to participating students, including special populations

PERMISSIVE

(Allowable uses of funds, but not required)

212/912-1	Funds are available from Tech Prep sources for postsecondary Education Development Plans for students enrolled in a Tech Prep sequence of classes.
Career Plans/EDPs	
281/913-1	Tech Prep funds may be used to support activities related to meeting the data, evaluation, and accountability requirements for students enrolled in secondary/postsecondary aligned programs, including tracking secondary Tech Prep students to and through postsecondary education. Funds should complement CTE allocations for secondary Career and Technical Education Information System (CTEIS) and for postsecondary data collection.
Evaluation and Assessment	
226/921-1	Limited to 15% of the grant award for Coordination. It is expected that these funds support the Tech Prep Coordinator that provides the leadership and coordinates the efforts of the membership to achieve the goals of the consortium.
Coordination	
226/921-2	A maximum of 5% of the regional grant expenditures is allowed per the Perkins IV legislation.
Administration	

Legislative Reference: Carl D. Perkins Act of 2006, Title II Tech Prep Education, Sec. 203 (c) (1-8), (d)