

# Career, Technical and Agriculture Education Winter Professional Learning Conference February 13, 2019

## Accountability & Finance Team

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# Overview

- Perkins Plus
- Monitoring/Risk Assessment Reviews
- Office of Civil Rights Compliance Reviews
- CRE Grants
- Timeline – February- December, 2019
- Technical Assistance
- FY19 Carryover Grants
- Grant Amendments/Close-out
- GACTE



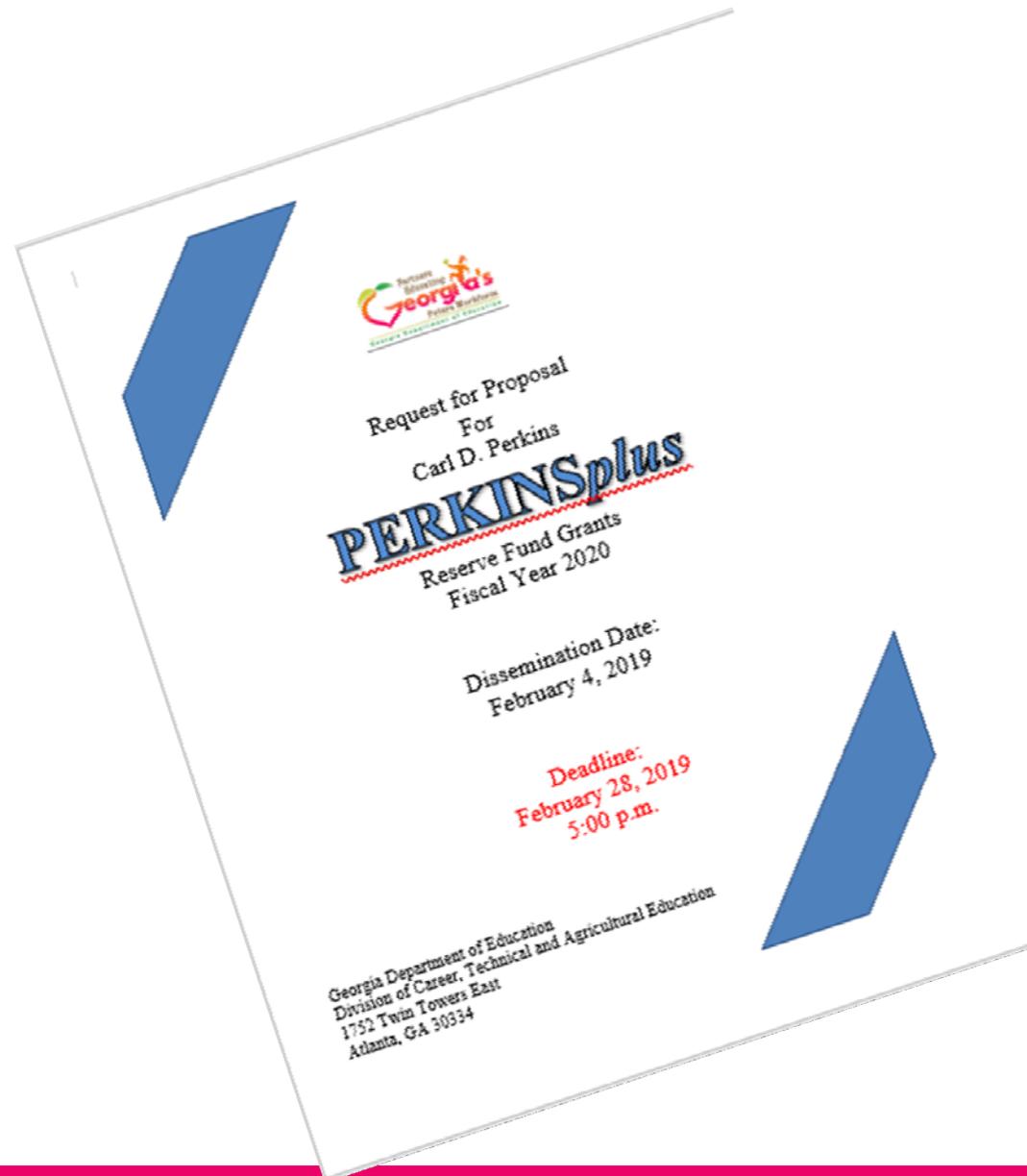
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# Requirements for Submitting Perkinsplus Grant Application

- A completed application with all required attachments must be received no later than 5pm on February 28, 2019.
- Confirm that applications are complete before submitting.
- Applications must be sent via email to [Lplan@doe.k12.ga.us](mailto:Lplan@doe.k12.ga.us) with a copy to your CTAE Region Coordinator. South Region: Please copy Nancy Bessinger, [nbessinger@doe.k12.ga.us](mailto:nbessinger@doe.k12.ga.us).



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# Requirements for Submitting Perkinsplus Grant Application (Cont.)

- System Directors will receive an email confirmation that their application has been received
- System must notify Lplan immediately if a confirmation is not received **within 2 business days** of submitting the application
- Forms requiring original signatures must be scanned and submitted through the [Lplan@doe.k12.ga.us](mailto:Lplan@doe.k12.ga.us) as part of the grant application

# FY2020 Perkinsplus Reserve Grant



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- Four funding options for which you may apply
- **Be sure** to complete the narrative information required by each option
- If you are including **Professional Development**, you must outline what the professional development is, who is attending, and where it is to be offered

# FY2020 Funding Options



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## OPTION #1

IMPROVING PERFORMANCE ON CORE INDICATORS

## OPTION #2

NON-TRADITIONAL ACTIVITIES

## OPTION #3

SPECIAL POPULATIONS

## OPTION #4

IMPLEMENTING END-OF-PATHWAY ASSESSMENTS

# FY2020 Perkins *plus* Reserve Funding Levels



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- **Option #1** Core Indicators **\$15,000**
- **Option #2** Non-Traditional **\$10,000**
- **Option #3** Special Populations **\$10,000**

# FY2020 Perkins *plus* Reserve Funding Levels



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- **Option #4** Assessment will be funded based on your October 2018 CTAE FTE count

• FTE 0-300	\$15,000
• FTE 301-1,000	\$20,000
• FTE 1,000+	\$25,000



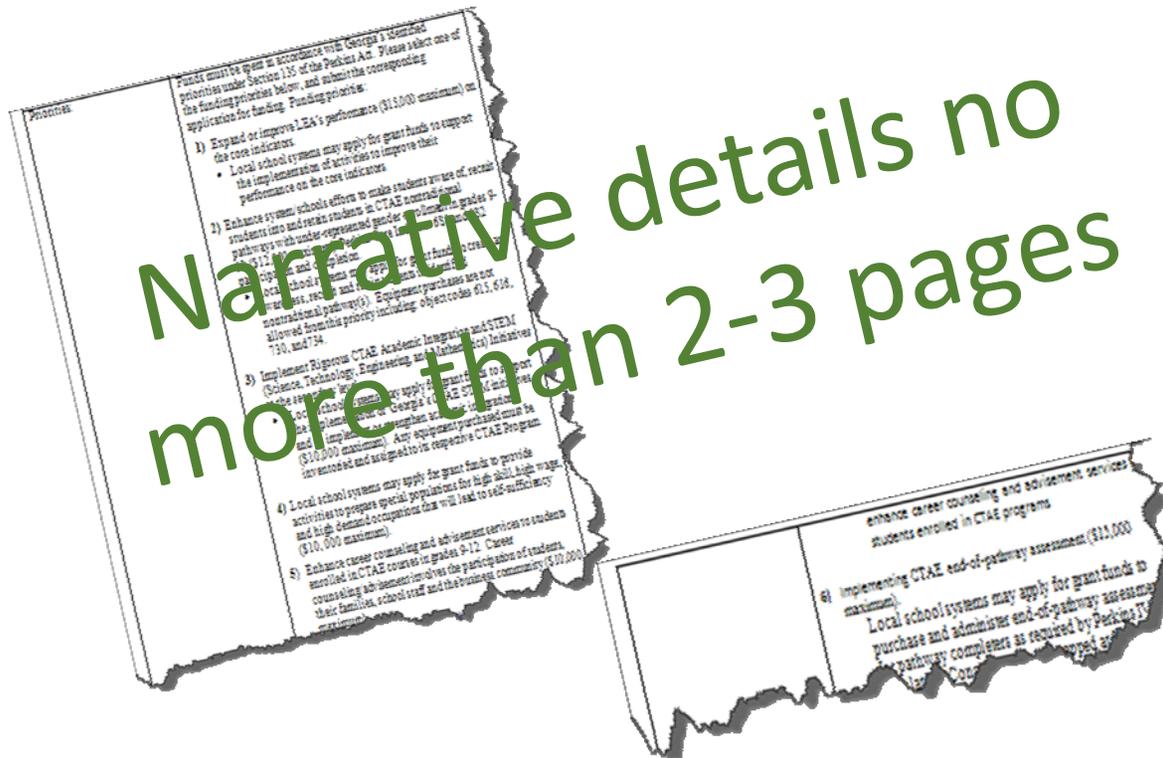
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Perkinsplus	
Option 1	<p><i>Expand or improve LEA's performance on any core indicators except 6S1 and 6S2. The proposed budget may not exceed \$15,000.</i></p>
<p><b>COMPLETE APPLICATION FOR OPTION 1 MUST INCLUDE:</b></p> <ul style="list-style-type: none"> <li><input checked="" type="checkbox"/> Appendix A – Cover Page</li> <li><input checked="" type="checkbox"/> Appendix B – Signed Assurances with Original Signatures</li> <li><input checked="" type="checkbox"/> Grant Narrative – Questions I, II and III</li> <li><input checked="" type="checkbox"/> Appendix C – Budget Template</li> </ul>	<p>Local school systems may apply for grant funds to support the implementation of activities to improve its performance on any core indicator except 6S1 &amp; 6S2.</p> <p><b>Grant Narrative</b>  <b>Applications must address questions below.</b></p> <p><b>I. Describe the activity and the need for implementation.</b></p> <ul style="list-style-type: none"> <li>• Identify the activity to be implemented or improved.</li> <li>• Indicate the Perkins Core Indicator(s) to be addressed.             <ul style="list-style-type: none"> <li>◦ What is the current performance on the indicator listed above?</li> </ul> </li> <li>• For professional development, identify staff involved.</li> </ul> <p><b>II. Plan of Operation and Timeline</b></p> <ul style="list-style-type: none"> <li>• List and describe the specific steps that will occur to support the implementation of the activity. Include a timeline and the person involved in the activity.</li> </ul>

**Narrative Required**

Each option lists the required documents to be submitted







# PERKINSplus Sample Grant Budget Narrative Detail



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FY2019 PERKINSplus BUDGET NARRATIVE TEMPLATE						
OPTION FUNDING REQUESTED:						4
System Name:		Marion County			System #	696
Detailed Item Description	Describe How Item or Activity Will be Used in Program	Function Code	Object Code	Quantity	Cost Per Item	Total Expenditure (Quantity x Cost Per Item)
Ag Mechanics Assessment--NOCTI	EOPA for Ag Mechanics	1000	300	25	22	550.00
Forestry Products & Processing Assessment--NOCTI	EOPA for Forestry/Wildlife	1000	300	25	22	550.00
Agricultural Science--Precision	EOPA for Horticulture Mechanical Systems	1000	300	20	8	160.00
ServSafe Food Handler Assessment	EOPA for Nutrition & Food	1000	300	35	15	525.00
W3Schools HTML5 Certification	EOPA for Web & Digital Design	1000	300	10	95	950.00
Gmetrix Computer Program	Prep for EOPA for Business Management with MOS Certification Tests	1000	532	1	1100	1,100.00
Study Guide for ServSafe Exam (pkg of 10)	To review class standards	1000	642	4	45	180.00
Study Guide for Ag Mech Exam (pkg of 10)	To review class standards	1000	642	3	45	135.00
Study Guide for Forestry Exam (pkg of 10)	To review class standards	1000	642	3	45	135.00
Substitute Pay	CTAE teachers may be called to serve as proctors during assessments (not their own) and/or work with a group of students for review	1000				260.00
Honorarium for site coordinator (5 days--40 hours@\$30/hr) to work beyond the school day preparing for assessments and follow-up No benefits included	To prepare for assessments: (Review testing information from DOE, contract agencies/companies, communicate/plan with teachers/director, order assessments, set up site, and follow-up reports.	2210				1,200.00
						-

**Provide Specific Detail**

# DRAFT – FY2020 EOPA Funding Worksheet



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- Remember this is a **DRAFT** copy
- Intended to be used to assist systems with preparing EOPA Perkins*plus* Grant budgets
- Actual assessment inventory may change
- Assessment inventory will be shared at GACTE

# Appendix “D”



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## APPENDIX “D”

FY2020 EOPA Funding Worksheet								
DS&ET Copy - EOPA Exam inclusions and pricing may possibly change based on the approved FY19 Georgia Technical Skill Attainment Inventory								
System Number	System Name	School Name	School Code					
Region Area	Career Pathway Name	Available Pathway Schools	Pathway Sub-Category Schools Available	Cost Per Exam	Number of Exams	Total Cost of Exams		
Agriculture	Agricultural Business Systems		Agricultural Communications & Leadership (Pre-licensure)	\$4,000	1	-		
	Agricultural Energy Systems		Natural Resources Science II (Pre-licensure)	\$4,000	1	-		
	Agricultural Leadership in Animal Husbandry		Agricultural Science I (Pre-licensure)	\$4,000	1	-		
	Agricultural Leadership in Aquaculture		Agricultural Science I (Pre-licensure)	\$4,000	1	-		
	Agricultural Leadership in Food Product Processing		Agricultural Communications & Leadership (Pre-licensure)	\$4,000	1	-		
	Agricultural Leadership in Forestry		Agricultural Science I (Pre-licensure)	\$4,000	1	-		
	Agricultural Leadership in Horticulture		Agricultural Science I (Pre-licensure)	\$4,000	1	-		
	Agricultural Leadership in Plant Science		Agricultural Science I (Pre-licensure)	\$4,000	1	-		
	Agricultural Mechanical and Electrical Systems		Agricultural Systems Technology II (Pre-licensure)	\$4,000	1	-		
	Agricultural Mechanical and Animal Husbandry		Agricultural Systems Technology I (Pre-licensure)	\$4,000	1	-		
	Agricultural Mechanical Systems		Agricultural Mechanics – MOCT (Pre-licensure)	\$2,000	1	-		
				Agricultural Systems Technology II (Pre-licensure)	\$4,000	1	-	
	Agriculture Systems			Agricultural Science III (Pre-licensure)	\$4,000	1	-	
	Horticulture and Animal Science			Agricultural Science II (Pre-licensure)	\$4,000	1	-	
	Animal Mechanical Systems			Agricultural Science I (Pre-licensure)	\$4,000	1	-	
	Animal Production and Processing			Animal Science I (Pre-licensure)	\$4,000	1	-	
	Companion Animal Systems			Animal Science II (Pre-licensure)	\$4,000	1	-	
	Environmental Agriculture Systems			Natural Resources Science II (Pre-licensure)	\$4,000	1	-	
	Equine Science			Animal Science II (Pre-licensure)	\$4,000	1	-	
	Food Animal Science			Animal Science II (Pre-licensure)	\$4,000	1	-	
	Food Products and Processing Systems			Agricultural Science I (Pre-licensure)	\$4,000	1	-	
	Forest Mechanical Systems			Agricultural Science I (Pre-licensure)	\$4,000	1	-	
	Forest/Renewable Energy			Natural Resources Science II (Pre-licensure)	\$4,000	1	-	
	Forestry and Animal Science Systems			Agricultural Science I (Pre-licensure)	\$4,000	1	-	
	Forest Management Systems			Natural Resources Science II (Pre-licensure)	\$4,000	1	-	

# Scoring Rubric



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**GEORGIA DEPARTMENT OF EDUCATION  
CTAE Perkinsplus GRANT  
SCORING RUBRIC FOR OPTIONS 1-4**

Using the following rubric, reviewers will assign numerical scores and prepare comments. The review team will meet to determine consensus.

	Level 3 Meets All Criteria	Level 2 Meets Some Criteria	Level 1 Meets Few or No Criteria
<b>A. Activity description and the use of data to support the need for the activity.</b> <b>25 Points</b>	The proposed activity is clearly and thoroughly described, and the performance data proves the need for the activity. <b>25-15</b>	There is a limited description of the proposed activity, and the performance data provides limited support for the activity. <b>14-4</b>	The proposed activity is not clearly identified, and little or no performance data are included to support the need for the activity. <b>5-0</b>
<b>B. Plan of Operation and Timeline</b> <b>20 Points</b>	A detailed timeline, including specific steps in the implementation process is included. Persons responsible are listed. An explanation is given as to how the implementation process will be evaluated for success. <b>20-10</b>	A timeline that includes some specific dates is included. Persons responsible are listed. A limited explanation is given as to how the implementation process will be evaluated for success. <b>9-1</b>	The timeline does not exist or is very limited and includes few specific dates. No explanation is given as to how the implementation process will be evaluated for success. <b>0</b>
<b>C. Key Personnel</b> <b>5 Points</b>	Key personnel are identified by name, title, and role. <b>5-4</b>	Few key personnel are identified by name, title, and role. <b>3-1</b>	No key personnel are identified. <b>0</b>
<b>D. Budget Template</b> <b>50 Points</b>	Budget is clear, reasonable and cost effective. Budget template identifies all items detailed by comparing all items requested on the "Budget Template." Budget calculations are correct. <b>50-30</b>	Budget is reasonable and cost effective. Budget template identifies expenses and provides general explanation. Budget contains a few errors with some items missing from "Budget Template." <b>20-15</b>	Budget is not clear, reasonable and/or cost effective. Budget template does not provide detailed explanation of expenditures. Budget contains errors and/or is completed incorrectly. <b>14-0</b>
System Name:		Evaluator:	Total Points:

Georgia Department of Education  
February 2015  
Page 13

# A Complete FY2020 Perkins *plus* Reserve Grant Application Includes

- Grant Narrative - Questions I, II and III
- Appendix A - Proposal Cover Page
- Appendix B – Assurances with original signatures signed and scanned
- Appendix C - Perkins *plus* Budget Template
- Appendix D - CTAE Assessment Funding Worksheet (Option #4 Only)



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## PERSONNEL ACTIVITY REPORT (PAR)

Recipient: Jane Doe School: Westside High School

Reporting Period: May 1-31, 2016

I hereby certify this report is an accurate representation of the total activity expended during the period indicated.

Program Name	Date of Activity	Description of Activity	Hours Worked	Total Compensation	Distribution of Time
Perkins	May 2, 2016	Substitute - FBLA	8	\$65.00	100%
Perkins	May 6, 2016	EOPA Test Administration	2	\$60.00	100%
Perkins	May 7, 2016	EOPA Data Entry	6	\$180.00	



\_\_\_\_\_  
 Signature of Paid Recipient

\_\_\_\_\_  
 Signature of Supervisor

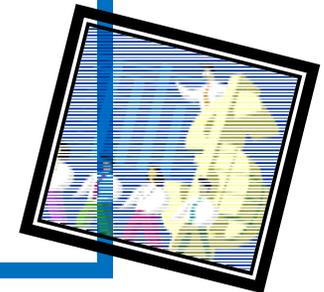
Date



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# FY2019 Reserve Grant Projects Funded

- Total Reserve Funds Available..... \$1,755,306
- Total Perkins*plus* Reserve Grant Requests ...\$1,925,781
- Total Perkins*plus* Reserve Grants Funded.....\$1,755,306
  - Grant awards included in system FY2019 allocations





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# Monitoring & Risk Assessment Survey

**CAREER, TECHNICAL, AND AGRICULTURAL EDUCATION 2017-18 MONITORING AND RISK ASSESSMENT CHECKLIST**  
(Based of FY16 Data)  
Fiscal Year: FY2016

ELEMENTS FOR REVIEW	YES	NO	N/A	POINTS	EVIDENCE OF COMPLIANCE AND NOTES
8. Did the LEA sign off on the Program Improvement Grant application through the consolidated application process by May 15, 2016?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Choose an item.	Click here to enter text.
9. Did the LEA sign off on the Program Improvement Grant budget data through the consolidated application process by September 30, 2016?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Choose an item.	Click here to enter text.
10. Did the LEA use the state recommended equipment inventory management form, or did the form used by the LEA have all the required information?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Choose an item.	Click here to enter text.
11. Did the LEA "draw down" funds from Grants Accounting Online Reporting System (GAORS) on a timely basis?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Choose an item.	Click here to enter text.
12. Did the LEA have Perkins IV federal funds greater than \$100,000 combined total of Program Improvement and Carryover) left unspent after June 30, 2016?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Choose an item.	Click here to enter text.
13. Did the LEA report EOPB funding irregularities for the most recent fiscal year?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Click here to enter text.	Click here to enter text.
<b>Total Points</b>					

By signing this report, I certify to the best of my knowledge and belief that the information is accurate, and the expenditures, disbursements and the expenditures for the purpose and objectives set forth in the terms and conditions of the grant, are true, correct, and complete. I understand that providing false, fictitious, or fraudulent information, or the omission of any material information, is a violation of federal law and may result in civil or administrative penalties for fraud, false statements, false claims, or other violations of federal law.

CTAE Director (Signature): \_\_\_\_\_  
Date: \_\_\_\_\_

Georgia Department of Education  
January 25, 2017  
Page 2

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**CAREER, TECHNICAL, AND AGRICULTURAL EDUCATION 2017-18 MONITORING AND RISK ASSESSMENT CHECKLIST**  
(Based of FY16 Data)  
Fiscal Year: FY2016

ELEMENTS FOR REVIEW	YES	NO	N/A	POINTS	EVIDENCE OF COMPLIANCE AND NOTES
1. Has the current CTAE Director been in the position since July 1, 2015?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Choose an item.	Click here to enter text.
2. Did the CTAE Director attend two or more CTAE sponsored workshops: Worker Conference, GALT, or Conference, GALT, or Technical Assistance Meetings?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Choose an item.	Click here to enter text.
3. Did the CTAE System Director complete the training for New CTAE Directors?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Choose an item.	Click here to enter text.
4. Did the LEA meet its Perkins IV local budget match requirement (as reported on the Perkins Expenditure Report)?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Choose an item.	Click here to enter text.
5. Did the LEA submit all budget amendments to the Program Improvement Grant prior to the deadline of June 5, 2016?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Choose an item.	Click here to enter text.
6. Did the LEA submit all Perkins IV Grants (Program Improvement, Perkinsplus, & Carryover) Completion Reports by the July 31, 2016, deadline?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Choose an item.	Click here to enter text.
7. Did the LEA meet Core Indicator 251 (Technical Skill Attainment) on the most recently published data?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Choose an item.	Click here to enter text.

System: \_\_\_\_\_ Date: \_\_\_\_\_

Georgia Department of Education  
January 23, 2017  
Page 1

# Monitoring & Risk Assessment Reviews



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Steps in the process:

- LEAs will complete the FY2020 Monitoring and Risk Assessment Survey
- LEAs submit completed survey to Lplan and a copy to CTAE Region Coordinator by 5 pm on February 15, 2019
- At-Risk rating will be determined for each LEA (one-third based on GaDOE Financial Review score and two-thirds based on MRA Survey score)
- Approximately 30-32 LEAs will be reviewed annually
- High At Risk will be monitored along with 5-10 LEAs randomly selected from medium and low risk groups

# DETERMINING A RATING



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The CTAE Accountability & Finance Unit will conduct a monitoring and risk assessment review each year to determine if an LEA is considered high risk.

Each year, all LEAs will be asked to complete the Monitoring and Risk Assessment Survey. The completed survey will be emailed to LPlan ([lplan@doe.k12.ga.us](mailto:lplan@doe.k12.ga.us)) with a copy sent to their CTAE Region Coordinator by the established deadline.

The following High Risk Intervention Elements will be used to determine each LEAs score. Those LEAs with a score:

- **between 0 to 40 points will be determined low risk.**
- **between 50 to 90 points will be determined medium risk.**
- **score of 100 or greater will be determined high risk.**

The goal for an LEA will be to have a low risk rating score.

# Selection of Recipients for Required Monitoring



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An LEA to be monitored will be determined by using both its risk assessment rating from the CTAE Accountability & Finance Unit and the GaDOE Office of Financial Review Division rating.

(CTAE Unit: two-thirds of the score; GaDOE Financial Review: one-third of the total score).

# Monitoring & Risk Assessment (MRA) On-Site Visits



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- Official notification sent to selected System Superintendents by State CTAE Director
- CTAE Director must attend MRA Technical Assistance workshop
  - March 21, 2019 - 1:00 p.m. - 3:30 p.m. - Macon
- MRA Technical Assistance workshop
  - Dissemination of self-study assessment
  - Dissemination of required documentation
  - Review of monitoring process & procedures
- All equipment purchased through State and/or Federal funds will be verified during on-site visit

# Office for Civil Rights (OCR) On-Site Visits



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- Official notification sent to five selected System Superintendents by State CTAE Director
- CTAE Director and others must attend MRA Technical Assistance workshop
  - March 21, 2019 - 8:30 a.m. - 11:30 a.m. - Macon
- OCR Technical Assistance workshop
  - Dissemination of self-study assessment
  - Dissemination of required documentation
  - Review of monitoring process & procedures
- Recommended attendees at OCR Tech Ass't workshop
  - CTAE Director, Facilities Director, Special Needs Director, Title IX Coordinator, Counselor, Human Resources personnel

# **Construction-Related Equipment Grant FY21 Funding Requests (Phase I – FY20 Con App) Technical Assistance**

**March 20, 2019 – 1:30 p.m. – 3:30 p.m. – Macon**

**Recommend you bring the Facilities Director, etc.**

## Construction-Related Equipment Grant Timeline FY21 Funding Requests (Phase I – FY20 Con App)

May 15, 2019 – Request funding submitted to CTAE in the Consolidated Application by the LEA (Phase I Application)

June- July 2019 – CTAE reviews funding request

August 2019 – Funding request submitted to DOE Facilities Office

September 2019 – Funding request forwarded to Governor's Office of Planning and Budget

January 2020 – Governor's budget presented to General Assembly which includes funds from state bond sale



## **Construction-Related Equipment Grant Timeline FY21 Funding Request (Phase II Begins – FY21 Con App)**

April 2020 – General Assembly approves State Budget

May 2020 – Request funding submitted to CTAE in the Consolidated Application by LEA(Phase II Application)

June 2020 – State Board of Education approves LEA grants if funded by the Georgia General Assembly

July 1, 2020 – Funds are available for LEA to purchase equipment  
(Instruction is expected to begin August 2020)

## Construction Related Equipment Grant 5-Year Funding Cycle

### Phase I

Lab Opening Date	Application Date	Funding Cycle	Fiscal Year
August 2020	May 2019	July 1, 2020 – June 30, 2021	FY21
August 2021	May 2020	July 1, 2021 – June 30, 2022	FY22
August 2022	May 2021	July 1, 2022 – June 30, 2023	FY23
August 2023	May 2022	July 1, 2023 – June 30, 2024	FY24
August 2024	May 2023	July 1, 2024 – June 30, 2025	FY25

# CTAE Timeline

## (Dates and Deadlines through December 2019)



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**CTAE Timeline February 2018 - December 2018**

Deadline for notifying 6th-11th grade students of Dual Enrollment options (Board Rule 100H 160-4-2-.04)

Winter CTAE Leadership Conference

EOPA Data Submission Process Training Webinar - 1:30 p.m.

Deadline to submit FY18 Risk Assessment Survey to CTAE Region Coordinator by 5:00 p.m.

Deadline for submitting PerkinsPlus Reserve Grant application to LPIan: ([lpian@doe.k12.ga.us](mailto:lpian@doe.k12.ga.us)) and CTAE Region Coordinator by 5:00 p.m.

Ag Budget Worksheet available at [www.gadoe.org](http://www.gadoe.org) website or from Ag Regional Coordinators

FY18 Annual Report opens for CTE teachers currently with a POW and CTAE Region Coordinator by 5:00 p.m.

FY18 Annual Report opens for CTE teachers who have not satisfactorily completed all requirements of the FY18 POW. (The Improvement Plan must be submitted and approved before the teacher is given access to the FY18 POW)

FY18 POW Improvement Plan opens for CTE teachers (NOTE: FY18 POW Annual Reports and/or FY18 POW Improvement Plans must have already been approved by the CTAE Directors.)

FY20 (Phase I) CRE Application Technical Assistances Workshop Middle Georgia State University, 100 University Parkway, Macon, GA - 1:00 - 3:30 PM

FY18 OGR Technical Assistance Workshop (Select Systems) - 3:30 - 10:00 AM

FY18 Perkins IV Monitoring Technical Assistance (Select Systems) - 10:30 AM - 12:30 PM Middle Georgia State University, 100 University Parkway, Macon, GA

FY18 Annual Report for WBL (one per WBL teacher) submitted via the on-line process (A local submission date may be set for preapproval by the CTAE Director)

**Technical Assistance Meetings**

April 10 Lanier Career Academy, 2723 Tumbling Creek Road, Gainesville, GA  
Houston Co. BOC, 1100 Main Street, Perry, GA  
Dougherty County Isabella Complex, 300 Canton Street, Albany, GA

April 12 Gordon County College & Career Academy, 205 Beamer Road, Calhoun, GA  
Lincoln County High School, 200 Charles Ward Street, Lincolnton, GA  
Bryan County Board of Education, 6610 Hwy 260 East, Black Creek, GA

April 17 Alvin Wilbanks Inst. Support Center, Building 200, 437 Old Peachtree Road, Suwanee, GA  
Upper Lee High School, 200 Knight Trail, Thomasville, GA  
Ware County High School, 700 Victory Drive, Waycross, GA

April 18 Lowndes County Board of Education, 1502 Norman Drive, Valdosta, GA  
Douglas County College & Career Institute, 4800 Timber Ridge Drive, Douglasville, GA  
Washington County High School, 420 Edgemoor Road, Sandersville, GA

TBD	YAP Program Assessment (one report per system) submitted via the on-line process (A local submission date may be set for preapproval by the CTAE Director)	
April 3	Budget Request Worksheet for Ag Education submitted to Ag Region Coordinator	
April 20	Suggested deadline to allow for the CTAE Director's approval	February 1
April 27	Suggested deadline to allow for the CTAE Director's approval	February 5-6
May 1	Deadline for Agricultural Education teachers to complete PQ	February 13
May 3	EOPA Data Submission Process Training Webinar - 1:30 p.m.	February 16
May 5	Ag Budget sheet returned by regional coordinators; system C to each Ag grant in the Consolidated Application	February 19
May 15	Deadline for sign off on OI (data collection) side of all grants 5:00 p.m. <b>Superintendent sign off deadline</b>	March 1
May 11 - June 25	FY2018 EOPA Data Submission via EOPA On-Line Application Student Case Sign Off has occurred starting on May 11 <sup>th</sup> up to finance director. <b>Superintendent sign off deadline.</b>	March 12
June 8	<b>EOPA Sign Off Deadline</b>	March 12
June 28	Final date to obligate FY18 funds for all grants (Work closely with CTAE Director)	March 12
July 6	FY18 POW Application will reopen to accommodate adjustment	March 12
July 7	Meeting with New CTAE Directors at GAGTE - 2:00 - 3:30 p.m.	March 14
July 15	7 <sup>th</sup> Annual GAGTE Summer Leadership Conference	March 15
July 12-17	FY18 Completion Reports for all CTAE grants must be in status. Failure to do so will result in all FY18 CTAE grant matter is resolved. Federal Perkins grants do not share!	TBD
July 31	Federal grants; therefore, all CTAE grant funds must be closed by July 31, 2018. (Share this date with your financial officer)	
August 31	Deadline for updating all profiles in CTAERN	
September 25	Deadline for updating the FY18 Expenditure Comparison C App - 5:00 p.m. <b>Deadline</b>	
September 26	Deadline for returning CTAE state or federal grant funds with	
September 29	Deadline for all FY18 grant budgets to be completed on the	
September-December	Superintendent sign off deadline	
	OGR Reviews and Monitoring & Risk Assessment	

# CTAE Leaders "Save The Dates" Spring 2019

## ***FY2020 Local Plan Technical Assistance Workshops***

<b>April 9, 2019</b>	<b>North</b>
<b>April 10, 2019</b>	<b>Central</b>
<b>April 11, 2019</b>	<b>North &amp; South</b>
<b>April 16, 2019</b>	<b>North &amp; South</b>
<b>April 17, 2019</b>	<b>Central &amp; South</b>
<b>April 18, 2019</b>	<b>North, Central &amp; South</b>
<b>April 23, 2019</b>	<b>Central</b>

# Format for Technical Assistance Workshops



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Georgia's School Superintendent  
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[ga.gov](http://ga.gov)  
[gaedoe.org](http://gaedoe.org)

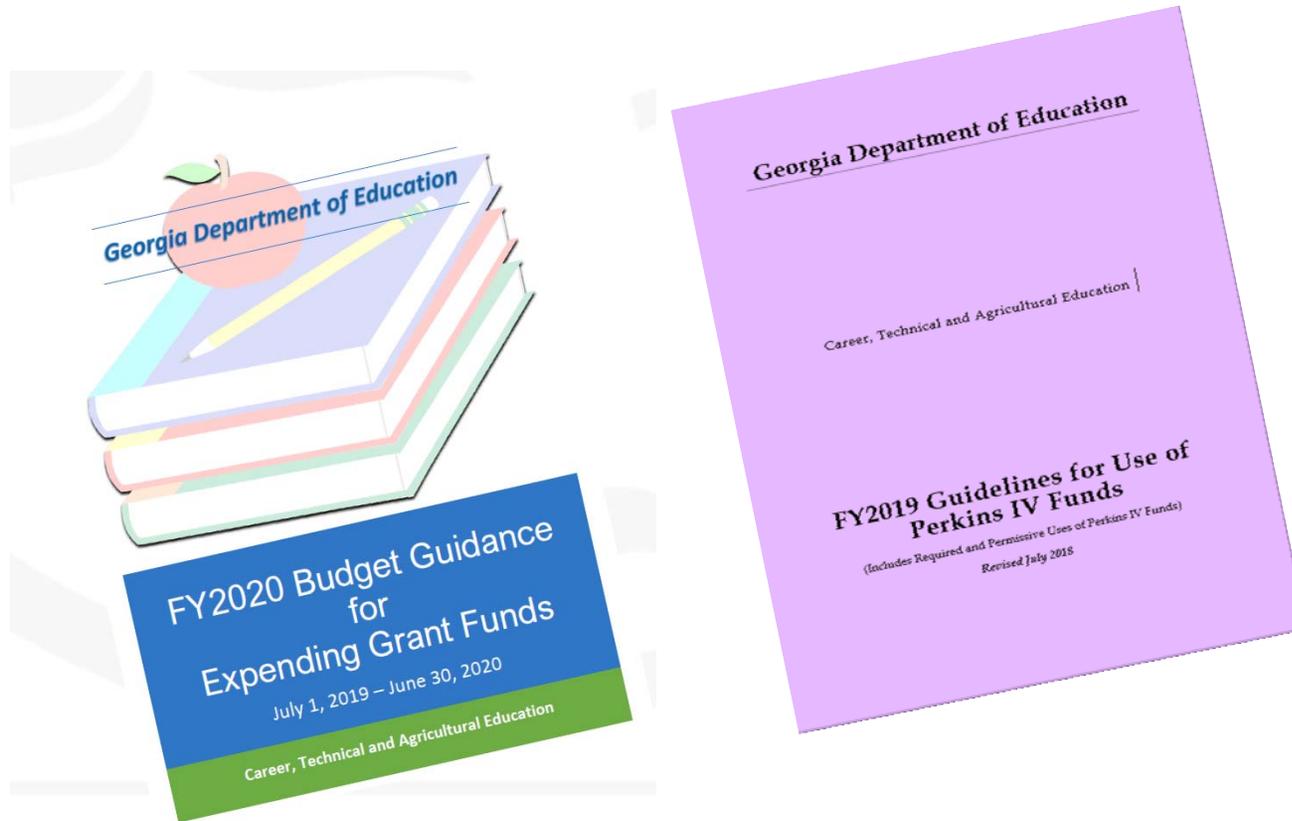
- Extended time – 9:00 am – 3:00 pm
  - Lunch provided
  - Complete portions of application before workshop, i.e. attach equipment inventory, waiver letter (if required), upload Improvement Plan
  - New tools and resources available to assist with accuracy
  - Assistance available to review application as you work

# Use of Perkins Funds FY2020 and Budget Guidance



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**Documents will be available on CTAE Website in the near future**

# FY19 Carryover Grants

- What are Carryover Grants?
- Approximately \$736,000 in Carryover funds redistributed to all but 11 systems
- Notifications sent to receiving systems in December, 2018
- Must ADD Carryover Grant to FY19 Con App
- Complete BUDGET side only
- Use Budget Guidance document for budgeting these funds
- Cannot exceed 5% Admin Cap
- Both CTAE Director & Superintendent must sign off on Budget
- Same grant deadlines apply

# Dates for Amendments, Expending Funds & Closing Out Grants



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- All amendments must be submitted for approval **no later than June 6, 2019.**
- All funds must be expended by **June 30, 2019.**
- All funds must be drawn down by **July 31, 2019.**
- If your system knows that it **will not** be using grant funds, notify us **NOW via an email to Lplan!**
- CTAE Completion Reports are due to Grants Accounting by **July 31, 2019** (must have a status of **CLOSED**).

# Availability of FY2020 Funds



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On August 1, 2019, all FY2020 funds will be frozen for all CTAE grants if the LEA has not submitted the required completion reports with a **CLOSED** status.

# GACTE SAVE THE DATE

## July 14-16, 2019

### The Classic Center

### Athens, GA



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#### Sunday, July 14:

- 2:00-4:00 New Director Orientation (Region Coordinators)
- 4:00-5:00 FY2019 CRE Phase II Workshop (Cheryl Clemons)
- 5:00-7:00 CTAE Advisory Council (Region Coordinators)

**Very Important**

# Accountability and Finance Staff Contact Information



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- Tim Brown and Julie Kenny will join our team on March 1, 2019!!!

