CTAE Timeline
February 2016 - December 2016

February 18	EOPA Data Submission Process Training Webinar – 1:30 p.m.
February 19	Deadline to submit FY16 Monitoring and Technical Assistance Checklist to CTAE Region Coordinator by 5:00 p.m.
March 1	Ag Budget Worksheet available at www.gaaged.org website or from Ag Regional Coordinators
March 9	Deadline for submitting Perkins*Plus* Reserve Grant application to LPlan (Lplan@doe.k12.ga.us) and CTAE Region Coordinator by 5:00 p.m.
March 14	FY16 Annual Report opens for CTE teachers currently with a POW (All Annual Reports must be completed before a teacher can be given access to either the FY17 POW or the FY16 Improvement Plan)
March 14	FY16 POW Improvement Plan opens for CTE teachers who have not satisfactorily completed all requirements of the FY16 POW. (The Improvement Plan must be submitted and approved before the teacher is given access to the FY17 POW)
March 14	FY17 POW application window will be open for CTE teachers. (NOTE: FY16 POW Annual Reports and/or FY16 POW Improvement Plans must have already been approved by the CTAE Directors.)
March 15	FY18 (Phase I) CRE Application Technical Assistance Workshop Macon Marriott City Center, 240 Coliseum Drive, Macon, GA – 1:00 – 3:00 PM
March 16	FY17 OCR Technical Assistance Workshop (Select Systems) – 9:00 – 11:30 AM FY17 Perkins IV Monitoring Technical Assistance Workshop (Select Systems) – 1:00 – 3:00 PM Macon Marriott City Center, 240 Coliseum Drive, Macon, GA
April 1	Deadline for notifying 8th-11th grade students of Dual Enrollment options (Board Rule IDCH 160-4-2-.34)
April 1	Budget Request Worksheet for Ag Education submitted to Ag Region Coordinator
April 12	Technical Assistance Meeting - **Gordon County College & Career Academy**, 305 Beamer Road, Calhoun, GA; **Lincoln County High School**, 200 Charles Ward Elam Street, Lincolnton, GA; **Berrien County High School**, 500 E Smith Ave, Nashville, GA
April 13	Technical Assistance Meeting – **Isabella Complex**, 300 Cason Street, Albany, GA
April 14	Technical Assistance Meeting **– Lanier Career Academy**, 2723 Tumbling Creek Road, Gainesville, GA; **Upson-Lee High School**, 268 Knight Trail, Thomaston, GA
April 19	Technical Assistance Meeting – **Maxwell High School of Technology**, 990 McElvaney Lane, Lawrenceville, GA; **Houston Co. BOE**; 1100 Main Street, Perry, GA; **Glynn Co. BOE - Risley Annex**, 2900 Albany Street, Brunswick, GA
April 20	Technical Assistance Meeting – **Bryan County BOE**, 8810 Highway 280 East, Black Creek, GA
April 21	Technical Assistance Meeting – **Douglas County College & Career Institute**, 4600 Timber Ridge Drive, Douglasville, GA; **Washington Co. BOE**, 501 Industrial Drive, Sandersville, GA
April 15	FY16 Annual Report for WBL (one per WBL teacher) submitted via the on-line process
April 15	YAP Program Assessment (one report per system) submitted via the on-line process

April 22	Deadline for CTAE Director's approval of the following: • FY16 POW Improvement Plan Submission
April 29	Deadline for CTAE Director's approval of all FY17 CTE POW applications
May 1	Deadline for Agricultural Education teachers to complete POW on the Ag Ed website
May 5	EOPA Data Submission Process Training Webinar – 1:30 p.m.
May 6	Ag budget sheet returned by regional coordinators; system CTAE director must upload this sheet to each Ag grant in the Consolidated Application
May 9-12	NACTEI Conference, Savannah, GA (National Association of Career & Technical Education Information)
May 13	Deadline for sign off on DC (data collection) side of all grants on the Consolidated Application -- *5:00 p.m. Superintendent sign off deadline*
June 1-30	FY16 EOPA Data Submission via EOPA On-Line Application **(only after system has signed off on Student Records Data)**
June 6	**Final date for FY16 budget amendments for all grants (Work closely with your finance director.)**
June 30	Final date to expend FY16 funds for all grants (Work closely with your finance director.)
July 1	FY17 POW Application will reopen to accommodate adjustments for changes in teacher placement.
July 10-13	69th Annual GACTE Summer Leadership Conference
July 31	Final date to draw down FY16 funds through GAORS for all grants (Work closely with your finance director.)
July 31	**FY16 Completion Reports for all CTAE grants must be completed and have a CLOSED status. Failure to do so will result in all FY17 CTAE grant funds being frozen until the matter is resolved. Federal Perkins grants do not share the same closure date as other Federal grants; therefore, all CTAE grant funds must be expended and completion reports closed by July 31, 2016. (Share this date with your finance director.)**
August 26	Deadline for updating all profiles in CTAERN
September 30	Deadline for uploading the FY16 Expenditure Comparison Chart to the Attachment tab in the Con App – *5:00 p.m. deadline*
September 30	Deadline for returning CTAE state or federal grant funds with no penalty
September 30	Deadline for all FY17 grant budgets to be completed on the Consolidated Application -- *5:00 p.m. Superintendent sign off deadline*
September-December	Monitoring & Risk Assessment and OCR Reviews

Updated 12/14/15