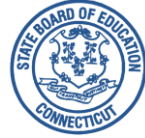




STATE OF CONNECTICUT  
DEPARTMENT OF EDUCATION



**TO:** Superintendents of Schools

**FROM:** Mary Anne Butler, Chief Academic Officer *MAB*

**DATE:** March 14, 2016

**SUBJECT:** Carl D. Perkins Grant- Intent to Apply

Attached is the Carl D. Perkins Secondary Grant Intent to Apply, which requires signature by the school superintendent. Perkins funds are distributed to career technical education Grades 9-12 programs only. The Carl D. Perkins Career and Technical Education Improvement Act of 2006 is waiting federal reauthorization. In the meantime, the federal government will continue to provide funds under a Continuing Resolution (CR). The Connecticut State Department of Education (CSDE) has on file a signed Intent to Apply Form from districts for school year 2015-16, which will soon elapse.

The Intent to Apply process serves to make superintendents aware of the federal grant opportunity and the funding eligibility requirements. Once the signed Intent to Apply forms are returned to the CSDE, a list of applicants can be compiled for formula grant calculation purposes.

As per the instructions on the attached Intent to Apply, please return the form with an original signature to the CSDE by April 29, 2016, to Suzanne Alicea. Thank you for your assistance.

MAB:lpm  
cc: Dr. Melissa K. Wlodarczyk Hickey, Reading/Literacy Director, Academic Office

Attachment

INTENT TO APPLY FOR FUNDS  
UNDER THE CARL D. PERKINS CAREER AND TECHNICAL EDUCATION IMPROVEMENT  
ACT OF 2006, P.L. 109-270

Name of School District: \_\_\_\_\_

Check one:

- Intends to continue Perkins funds in 2016-17 (Five-Year 2008-13 Application CR)
- Does not intend to utilize Perkins funds in 2016-17 and hereby releases such funds for redistribution to other eligible recipients.

If the school district plans to join a consortium, provide the name of the proposed lead/fiscal agency:

\_\_\_\_\_

Name of proposed lead/fiscal agency

Fiscal agency, please list all the districts planning to join your consortium:

\_\_\_\_\_

Eligibility Requirements

- All district high school career and technical education (CTE) programs supported by Carl D. Perkins funds must implement at least one career pathway/program of study and establish an additional career pathway to be eligible for Perkins funds.
- Each high school within a district must operate a minimum of three of the seven CTE program areas. A minimum of two (2) courses must be offered within each program area with the exception of a course leading to certification. At least one of the three program areas must generate student concentrators.
- A “concentrator” is any student who has received instruction in all of the competencies contained in the Connecticut State Performance Standards and Competencies (PS&C) (2015 version) in one of the 21 areas of concentration. Instruction of competencies may be taught in CTE and/or Academic courses.

A student may be a concentrator in more than one area of concentration in either the same school year or remaining school years, if that student continues to receive instruction in courses that include state competencies in one or more of the areas of concentration.

The definition of a concentrator in Agriculture is a student who is enrolled in a Regional Agricultural Science and Technology Education Center and is a senior who has completed the PS&C in one of the agriculture areas of concentration (Animal Science, Plant Science, Agriculture Mechanics, Natural Resources or Aquaculture) and has successfully met the performance elements of premier leadership,

personal growth and career success through involvement in the National Future Farmers of America Organization and a planned Supervised Agricultural Experience (SAE) project.

- A student must participate in the statewide CTE assessment to be classified a concentrator.
- School districts will utilize 5 percent of the grant award for state-approved professional development workshops and should be made available to ALL district CTE faculty.
- All districts will have a minimum of one Career and Technical Student Organization (CTSO) in operation to apply for Perkins funds in 2016-17. A maximum of \$1,500 per CTSO can be utilized for district CTSO advisor stipends annually.
- All districts are required to have a CTE partnership committee (advisory board) to serve in an advisory capacity. One or more committees may be established to provide support to all seven program areas.
- It should be noted that Perkins funds will be used for secondary and postsecondary education programs.

Check the CTE programs being offered:

- |   |   |  |   |
|---|---|--|---|
| <input type="checkbox"/> Agriculture                  | <input type="checkbox"/> Business and Finance | <input type="checkbox"/> CWE             | <input type="checkbox"/> Technology Education           |
| <input type="checkbox"/> Family and Consumer Sciences | <input type="checkbox"/> Marketing Education  | <input type="checkbox"/> Medical Careers | <input type="checkbox"/> Trade and Industrial Education |

Signed: \_\_\_\_\_  
Superintendent of Schools/Executive Director

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

RETURN THIS FORM BY APRIL 29, 2016, to Suzanne Alicea on behalf of Lori Matyjas, Perkins Program Manager, at the address listed below.

Connecticut State Department of Education  
Academic Office  
165 Capitol Avenue, Room #222  
Hartford, CT 06106

For related questions or additional information please call:  
Lori Matyjas, Perkins Program Manager  
Tel: 860-713-6785 Fax: 860-713-7049  
[lori.matyjas@ct.gov](mailto:lori.matyjas@ct.gov)