

Perkins V Local Application Template

Strengthening Career and Technical Education
for the 21st Century (Perkins V)

Award Period:

Consortium Name:

Total Award Budget:

Primary Contact:

Consortium Membership List

List the college(s) and all of the secondary school districts and charter schools in your consortium. Please use the full, legal name for each entity.

Narrative 1: Comprehensive Local Needs Assessment (CLNA)

Submit a completed copy of the *Comprehensive Local Needs Assessment (CLNA) Framework* report.

Narrative 2: Programs of Study

Submit a completed copy of the S-R POS (State-Recognized Programs of Study) – Funding POS spreadsheet with your application materials.

Additionally, provide the following information in the space below:

For each S-R POS and any POS that are being funded, briefly summarize how their inclusion in this application is aligned to the state definitions of size, scope, and quality. Use the table below (delete the example entries—insert additional rows as needed):

POS	Type	High Wage	High Skill	In Demand	Prior Year's # of Secondary Concentrators	Prior Year's # of Postsecondary Concentrators
Construction	S-R	Y	Y	Y	120	30
Production	Both	Y	Y	Y	50	80
Marketing	Funding	Y	Y	N	60	45
General Management	S-R	Y	Y	Y	95	120
POS Name						
POS Name						
POS Name						

Use the table below to answer questions 1 – 3. Use one table for each CLNA prioritized need. Create additional space or tables as needed.

1. Of the consortium’s prioritized needs from the CLNA Summary which one(s) will be addressed in relation to Programs of Study?
2. What are the strategies to address these needs?
3. What are the desired measurable outcomes for this strategy? (You will be reporting on these outcomes in the next APR)

NEED A:		This Need is in Element(s):				
1. Prioritized Need Identified in the CLNA Summary (copy language here)		1	2	3	4	5
		<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
2. Strategies		3. Measurable Outcomes				

NEED B:		This Need is in Element(s):				
1. Prioritized Need Identified in the CLNA Summary (copy language here)		1	2	3	4	5
		<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
2. Strategies		3. Measurable Outcomes				

4. Provide additional narrative to address the following:

Identify any new courses/programs or programs of study in development within your consortium. POS in development can be reported on the POS Funding Tab of the POS Spreadsheet, but should not be listed as a S-RPOS until all seven required elements are in place.

NOTE: Consortia must identify at least six state-recognized programs of study that represent at least four different career fields and with no more than one brokered with institutions outside the consortium.

[Review the Minnesota Perkins V Operational Guide for more information.](#)

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Narrative 3: Workforce Innovation Opportunity Act (WIOA) and other workforce agencies

Use the table below to answer questions 1 – 3. Use one table for each CLNA prioritized need. Create additional space or tables as needed.

1. Of the consortium’s prioritized needs from the CLNA Summary which one(s) will be addressed in relation to Workforce Innovation Opportunity Act (WIOA) and other workforce agencies?
2. What are the strategies to address these needs?
3. What are the desired measurable outcomes for this strategy? (You will be reporting on these outcomes in the next APR)

NEED A:	This Need is in Element(s):				
1. Prioritized Need Identified in the CLNA Summary (copy language here)	1	2	3	4	5
	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
2. Strategies	3. Measurable Outcomes				

NEED B:	This Need is in Element(s):				
1. Prioritized Need Identified in the CLNA Summary (copy language here)	1	2	3	4	5
	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
2. Strategies	3. Measurable Outcomes				

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4. Provide additional narrative to address the availability and development of the following:
- Career exploration and career development activities
 - Career guidance and academic counseling
 - Pre-Employment Transition Services (Pre-ETS) with Vocational Rehabilitation Services (DEED VRS) and adult education programs
 - Partnerships that prepare all special populations for successful transition to postsecondary and/or employment

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Narrative 4: Integrated Academic and Technical Skills

Use the table below to answer questions 1 – 3. Use one table for each CLNA prioritized need. Create additional space or tables as needed.

1. Of the consortium’s prioritized needs from the CLNA Summary which one(s) will be addressed in relation to Integrated Academic and Technical Skills?
2. What are the strategies to address these needs?
3. What are the desired measurable outcomes for this strategy? (You will be reporting on these outcomes in the next APR)

NEED A:	This Need is in Element(s):				
1. Prioritized Need Identified in the CLNA Summary (copy language here)	1	2	3	4	5
	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
2. Strategies	3. Measurable Outcomes				

NEED B:	This Need is in Element(s):				
1. Prioritized Need Identified in the CLNA Summary (copy language here)	1	2	3	4	5
	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
2. Strategies	3. Measurable Outcomes				

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4. Provide additional narrative to address the following:
- How will your consortium bring CTE, core academic, and postsecondary instructors together for planning to improve the academic and technical skills of students?
 - How will your consortium inform districts and postsecondary institutions about opportunities to integrate academic standards into CTE frameworks/industry standards?
 - How do your efforts constitute a well-rounded education as defined by ESEA: "courses, activities, and programming in subjects...with the purpose of providing all students access to an enriched curriculum and educational experience" (Section 8101(52) of Perkins Guide, p. 224)?

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Narrative 5: Special Populations

Use the table below to answer questions 1 – 3. Use one table for each CLNA prioritized need. Create additional space or tables as needed.

1. Of the consortium’s prioritized needs from the CLNA Summary which one(s) will be addressed in relation to Special Populations?
2. What are the strategies to address these needs?
3. What are the desired measurable outcomes for this strategy? (You will be reporting on these outcomes in the next APR)

NEED A		This Need is in Element(s):				
1. Prioritized Need Identified in the CLNA Summary (copy language here)		1	2	3	4	5
		<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
2. Strategies		3. Measurable Outcomes				

NEED B:		This Need is in Element(s):				
1. Prioritized Need Identified in the CLNA Summary (copy language here)		1	2	3	4	5
		<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
2. Strategies		3. Measurable Outcomes				

4. Provide additional narrative to address the following:

- How will you address the barriers to access and success for special populations within CTE programs identified in your CLNA?
- How will you prepare special populations for high-skill, high-wage, or in-demand occupations that will lead to self-sufficiency?
- What new initiatives will you develop to better prepare CTE participants for non-traditional fields?
- How will you ensure members of special populations will not be discriminated against?

Narrative 6: Work-Based Learning

Use the table below to answer questions 1 – 3. Use one table for each CLNA prioritized need. Create additional space or tables as needed.

1. Of the consortium’s prioritized needs from the CLNA Summary which one(s) will be addressed in relation to Work-based Learning?
2. What are the strategies to address these needs?
3. What are the desired measurable outcomes for this strategy? (You will be reporting on these outcomes in the next APR)

NEED A:		This Need is in Element(s):				
1. Prioritized Need Identified in the CLNA Summary (copy language here)		1	2	3	4	5
		<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
2. Strategies		3. Measurable Outcomes				

NEED B:		This Need is in Element(s):				
1. Prioritized Need Identified in the CLNA Summary (copy language here)		1	2	3	4	5
		<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
2. Strategies		3. Measurable Outcomes				

4. Provide additional narrative to address the following:

- Describe the experiential learning opportunities provided to students enrolled in CTE programs at the secondary and postsecondary levels.
- Describe how your consortium will partner with employers to develop or expand work-based learning programs for all CTE students, including special populations at both the secondary and postsecondary levels.
- Based on the most recent data, many consortia are close to improvement plan status at the secondary level. Describe how your consortium will invest financial resources to increase work-based learning opportunities.

NOTE: In Minnesota, work-based learning serves as a program quality indicator at the secondary level. Data for this indicator is collected from students enrolled in a Work Experience course (course code 97) that provides at least 40 hours of work experience. Experiential learning activities such as career fairs and job shadows are not captured in the performance indicator data.

Narrative 7: Early College

Use the table below to answer questions 1 – 3. Use one table for each CLNA prioritized need. Create additional space or tables as needed.

1. Of the consortium’s prioritized needs from the CLNA Summary which one(s) will be addressed in relation to Early College?
2. What are the strategies to address these needs?
3. What are the desired measurable outcomes for this strategy? (You will be reporting on these outcomes in the next APR)

NEED A:		This Need is in Element(s):				
1. Prioritized Need Identified in the CLNA Summary (copy language here)		1	2	3	4	5
		<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
2. Strategies		3. Measurable Outcomes				

NEED B:		This Need is in Element(s):				
1. Prioritized Need Identified in the CLNA Summary (copy language here)		1	2	3	4	5
		<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
2. Strategies		3. Measurable Outcomes				

4. Provide additional narrative to address the following:

- What is the availability of, and what are the challenges in offering, postsecondary credit such dual or concurrent enrollment programs in CTE (e.g., University of Minnesota CIS – College in the Schools, dual enrollment with Minnesota State colleges)?
- What is the availability of, and what are the challenges in offering, articulated credit options for high school coursework matriculation in CTE (e.g., individual agreements between teachers and instructors for articulation)?
- What options are available in the consortium, and which being developed, for CTE coursework that earns credit equivalency for high school graduation requirements (e.g., economics, chemistry, art, math)?
- What options are available in the consortium for advanced high school courses and curricula in CTE which provide certifications-by-exams (CASE, Microsoft, Adobe, CompTIA, ServSafe) or credit-by-exams (e.g., AP, IB)?

Narrative 8: Support to Professionals

Use the table below to answer questions 1 – 3. Use one table for each CLNA prioritized need. Create additional space or tables as needed.

1. Of the consortium’s prioritized needs from the CLNA Summary which one(s) will be addressed in relation to Support to Professionals?
2. What are the strategies to address these needs?
3. What are the desired measurable outcomes for this strategy? (You will be reporting on these outcomes in the next APR)

NEED A:		This Need is in Element(s):				
1. Prioritized Need Identified in the CLNA Summary (copy language here)		1	2	3	4	5
		<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
2. Strategies		3. Measurable Outcomes				

NEED B:		This Need is in Element(s):				
1. Prioritized Need Identified in the CLNA Summary (copy language here)		1	2	3	4	5
		<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
2. Strategies		3. Measurable Outcomes				

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4. Provide additional narrative to address the following:
- Describe the specific actions your consortium will take to recruit and prepare education professionals, including individuals from underrepresented groups and nontraditional careers

 - Describe the specific actions your consortium will take to retain, train and develop education professionals and ensure applicable state certification and licensure requirements are met.

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Narrative 9: Performance Gaps

Use the table below to answer questions 1 – 3. Use one table for each CLNA prioritized need. Create additional space or tables as needed.

1. Of the consortium’s prioritized needs from the CLNA Summary which one(s) will be addressed in relation to Performance Gaps?
2. What are the strategies to address these needs?
3. What are the desired measurable outcomes for this strategy? (You will be reporting on these outcomes in the next APR)

NEED A:		This Need is in Element(s):				
1. Prioritized Need Identified in the CLNA Summary (copy language here)		1	2	3	4	5
		<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
2. Strategies		3. Measurable Outcomes				

NEED B:		This Need is in Element(s):				
1. Prioritized Need Identified in the CLNA Summary (copy language here)		1	2	3	4	5
		<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
2. Strategies		3. Measurable Outcomes				

4. Provide additional narrative to address the following:

- What specific student group(s) were identified as having significant disparities or performance gaps?

- What specific actions will the consortium take at both the secondary and postsecondary level each year of the local plan to eliminate these disparities or close performance gaps?

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Narrative 10: Consortium Governance

Use the table below to answer questions 1 – 3. Use one table for each CLNA prioritized need. Create additional space or tables as needed.

1. Of the consortium’s prioritized needs from the CLNA Summary which one(s) will be addressed in relation to Consortium Governance?
2. What are the strategies to address these needs?
3. What are the desired measurable outcomes for this strategy? (You will be reporting on these outcomes in the next APR)

NEED A:		This Need is in Element(s):				
1. Prioritized Need Identified in the CLNA Summary (copy language here)		1	2	3	4	5
		<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
2. Strategies		3. Measurable Outcomes				

NEED B:		This Need is in Element(s):				
1. Prioritized Need Identified in the CLNA Summary (copy language here)		1	2	3	4	5
		<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
2. Strategies		3. Measurable Outcomes				

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4. Provide additional narrative to address the following:
- Describe your consortium’s formal governance structure, including how the consortium leadership is organized, the processes used for making financial decisions, the processes and structures in place to ensure secondary and postsecondary collaboration, and the communication systems in place to ensure all consortium members are continually informed.
 - Describe any areas of governance improvement that you have identified, and specific actions that will be taken to address these needs.

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Narrative 11: Reserve Funds

Use the table below to answer questions 1 – 3. Use one table for each CLNA prioritized need. Create additional space or tables as needed.

1. Of the consortium’s prioritized needs from the CLNA Summary which one(s) will be addressed in relation to Reserve Funds?
2. What are the strategies to address these needs?
3. What are the desired measurable outcomes for this strategy? (You will be reporting on these outcomes in the next APR)

NEED A:		This Need is in Element(s):				
1. Prioritized Need Identified in the CLNA Summary (copy language here)		1	2	3	4	5
		<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
2. Strategies		3. Measurable Outcomes				

NEED B:		This Need is in Element(s):				
1. Prioritized Need Identified in the CLNA Summary (copy language here)		1	2	3	4	5
		<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
2. Strategies		3. Measurable Outcomes				

Workforce Center Collaboration

Enter information into this table as it applies to your consortium. This table does not self-tabulate. Add totals from Postsecondary Total (line 3) and Secondary (line 6) and enter that figure in Total (line 7). If there is no total or dollar amount in a line, enter Zero (0) in the corresponding spot.

Workforce Center Collaboration	Total(s)
(POSTSECONDARY) Total Perkins funds used in collaboration with WorkForce Centers	0
(POSTSECONDARY) Estimated expenditure/in-kind contributions used in collaboration with Workforce Centers	0
Postsecondary Subtotal	0
(SECONDARY) Total Perkins funds used in collaboration with WorkForce Centers	0
(SECONDARY) Estimated expenditures/in-kind contributions used in collaboration with Workforce Centers	0
Secondary Subtotal	0
TOTAL	0

Perkins-Funded Positions

This section only requires that you provide names and positions for Perkins-funded positions. Upload the position description for each individual you identify in the table. If you have more position descriptions than allowed in the space below, attach them to the end of the application.

List all Perkins partially- and fully-funded positions. Indicate whether each position is secondary or postsecondary, the percentage of time each position is funded by Perkins, and the amount funded by Perkins.

Name	Position	Secondary/ Postsecondary	Number of Years Funded by Perkins	Percentage of Time	Amount

List below all Position Descriptions attached as PDF documents with the submission of this application.

- Position Description:
- Position Description:
- Position Description:
- Position Description:
- Position Description:

Additional Documentation

These required documents must be submitted with your application:

1. Statements of Assurance (Statements of Assurance should be combined and uploaded as one single PDF).
2. Combined Secondary and Postsecondary Budget Excel Sheet
3. S-RPOS and Funding POS Spreadsheet
4. Consortium Consolidated Equipment Inventory
5. Improvement Plan Template. Only required for those consortia on an improvement plan.

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