FY21-22  
Strengthening Career and Technical Education for the 21st Century Perkins Local Application  
Narrative Questions

**The Perkins V Grant for Career and Technical Education** provides funds for approved Career and Technical Education (CTE) programs. In Minnesota, funds are distributed on the basis of state-approved career and technical education programs and appropriate teacher licensure. Programs are administered under Minnesota Rules Chapter 3505 and the federal Strengthening Career and Technical Education for the 21st Century Act (Perkins V).

Pursuant to Section 134 of the Perkins V Act, to receive funds under Perkins V, a consortium must develop and submit an annual, unified, local secondary/postsecondary Perkins application and budget. The application must address secondary and postsecondary Career and Technical Education programming. The approved local application—with statement of assurance signatures—serves as the consortium’s formal application for receiving Perkins funding.

These are the narrative questions you’ll see in the FY21-22 Perkins Local Application when you log in to the Amplifund Grant Management System portal.

Some consortium leaders find it easier to capture their responses **in this document** and then copy and paste it into the online application. This is simply a planning document. Do not upload this document to Amplifund.

**Amplifund Log In:** **GoToMyGrants.com**

**Resources to Complete Your Perkins Local Application:** <https://minnstate.edu/system/cte/perkins-local-application/index.html>

## Consortium Membership List

List the college and school districts in your consortium. Be sure to spell out the full, legal names.

## Narrative 1: Comprehensive Local Needs Assessment (CLNA)

### CLNA Results

Describe the results of the comprehensive local needs assessment. Use the space below to provide additional information on your CLNA that is not already included in your CLNA Framework attachment. **For funds budgeted under this item, describe which use(s) of funds in section 135 of Perkins V is/are supported**

##### *NOTE: Upload your completed CLNA Framework to this section in Amplifund*.

## Narrative 2: Programs of Study

### Programs of Study Narrative

Please describe:

* How the results of the comprehensive local needs assessment informed the selection of the specific CTE programs and activities selected to be funded
* Any new programs of study your consortium will develop and submit to the state for approval
* How students, including students who are members of special populations, will learn about their school’s CTE course offerings and whether each course is part of a CTE program of study
* How your consortium is moving towards a minimum of six complete state-recognized programs of study. Your response should describe how your consortium will implement the action plan developed in element #3 of the CLNA Framework.

**For funds budgeted under this item, describe which use(s) of funds in section 135 of Perkins V is/are supported.**

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

### WIOA Narrative

In collaboration with local workforce development boards and agencies, describe how the consortium will provide:

* Career exploration and career development coursework, activities or services.
* Career information on employment opportunities that incorporate the most up-to-date information on high-skill, high-wage, or in-demand industry sectors or occupations as determined by the comprehensive local needs assessment.
* An organized system of career guidance and academic counseling to students before enrolling and while participating in a CTE program.

**For funds budgeted under this item, describe which use(s) of funds in section 135 of Perkins V is/are supported.**

## Narrative 4: Integrated Academic and Technical Skills

### Integrated Academic and Technical Skills Narrative

Describe how your consortium will improve the academic and technical skills of students participating in your CTE programs through the integration of rigorous content aligned with challenging academic standards. Content should ensure learning that constitutes a well-rounded education (as defined by ESEA). **For funds budgeted under this item, describe which use(s) of funds in section 135 of Perkins V is/are supported.**

## Narrative 5: Special Populations

### Special Populations Narrative

Describe how your consortium will:

* Provide activities to prepare special populations for high-skill, high-wage, or in-demand industry sectors or occupations that will lead to self-sufficiency
* Prepare CTE participants for non-traditional fields
* Provide equal access for special populations to CTE courses, programs and programs of study
* Ensure that members of special populations will not be discriminated against on the basis of their status as members of special populations. Your response should describe how your consortium will implement the action plan developed in element #5 of the CLNA Framework.

**For funds budgeted under this item, describe which use(s) of funds in section 135 of Perkins V is/are supported.**

## Narrative 6: Work-based Learning

### Work-based Learning Narrative

Describe the work-based learning opportunities that will be provided to students participating in CTE programs and how your consortium will work with representatives from employers to develop or expand work-based learning opportunities. **For funds budgeted under this item, describe which use(s) of funds in section 135 of Perkins V is/are supported.**

## Narrative 7: Early College

### Early College Narrative

Describe how high school students participating in CTE programs will be provided with the opportunity to gain postsecondary credit, such as through dual or concurrent enrollment programs or early college high school, as practicable. Examples could include dual enrollment, PSEO, and concurrent enrollment, etc. **For funds budgeted under this item, describe which use(s) of funds in section 135 of Perkins V is/are supported.**

## Narrative 8: Support to Professionals

### Support to Professionals Narrative

Describe how your consortium coordinates with the state and institutions of higher education or alternative programs to support the recruitment, preparation, retention, training, and professional development of education professionals to ensure applicable state certification and licensure requirements are met. Education professionals include teachers, faculty, administrators, and specialized instructional support personnel and para-professionals, including individuals from groups underrepresented in the teaching profession. Your response should describe how your consortium will implement the action plan developed in element #4 of the CLNA Framework. **For funds budgeted under this item, describe which use(s) of funds in section 135 of Perkins V is/are supported.**

## Narrative 9: Performance Gaps

### Performance Gaps Narrative

Describe the process for how disparities or gaps in student performance will be addressed each year, and if no meaningful progress has been achieved prior to the third program year, what additional actions will be taken to eliminate those disparities or gaps. **For funds budgeted under this item, describe which use(s) of funds in section 135 of Perkins V is/are supported.**

## Narrative 10: Consortium Governance

### Consortium Governance Narrative

Describe your consortium’s configuration, systems, and operations. Putting students’ needs first, what actions will your consortium take to address consortia criteria, especially size, scope, and quality? Your response should describe how your consortium will implement the action plan developed in element #2 of the CLNA Framework. **For funds budgeted under this item, describe which use(s) of funds in section 135 of Perkins V is/are supported.**

In the Minnesota 4-year State Plan, a consortium is defined as having:

* Minimum of 1 school district and 1 postsecondary Minnesota State College
* Minimum of 6 programs of study
  + Of these 6 programs of study, a minimum of 4 career fields must be represented
  + All components of 3 of the 4 POS by career field must be provided within the consortium (In other words, only 1 of the 4 POS can be brokered)
* Greater than 1000 CTE participants at the secondary level (based on 2018 definitions and data) OR greater than 1800 FYE at the postsecondary level (based on 2018 definitions and data)

## Narrative 11: Reserve Funds

### Reserve Funds Narrative

Describe your consortium’s proposed use of reserve funds in compliance with Perkins V, Section 135. Include budget details in your description. **For funds budgeted under this item, describe which use(s) of funds in section 135 of Perkins V is/are supported.**

Section 112(c)—The State may award Reserve funds to consortia for career and technical education activities described in Section 135--

(1) in—

(A) rural areas;  
(B) areas with high percentages of CTE concentrators or CTE participants;  
(C) areas with high numbers of CTE concentrators or CTE participants; and  
(D) areas with disparities or gaps in performance as described in section 113(b)(3)(C)(ii)(II); and

(2) in order to—

(A) foster innovation through the identification and promotion of promising and proven career and technical education programs, practices, and strategies, which may include programs, practices, and strategies that prepare individuals for nontraditional fields; or

(B) promote the development, implementation, and adoption of programs of study or career pathways aligned with State-identified high-skill, high-wage, or in-demand occupations or industries.