



MINNESOTA STATE
Career and Technical Education



Perkins Fall Consortium Leaders Meeting

September 30, 2025
North Hennepin Community College

Agenda

- » Welcome and Introductions
- » CLNA
 - Requirements
 - Conducting the CLNA
 - Data Session
 - Interpreting the CLNA
- » State & Federal Updates/Discussion



Outcomes

- » Know the requirements for the CLNA
- » Understand the intent and purpose of the CLNA
- » Understand how to conduct the CLNA



CLNA Requirements

Perkins V, Section 134 (c)-(e)

Compliance vs. Opportunity



Perkins V – Data-driven Decision Making

Section 135 -- Local recipients must use such funds to develop, coordinate, implement, or improve career and technical education programs to meet the needs identified in the CLNA

- Local Funding decisions must be made on the local needs assessment



Comprehensive Local Needs Assessment

- » Perkins V, Section 124(c)—General
 - To receive financial assistance, eligible recipient (Perkins consortium) shall conduct a comprehensive local needs assessment related to career and technical education
 - Include results in local application
 - Update not less than every 2 years



Comprehensive?

- » Active, meaningful engagement of concerned stakeholders in a process to examine, identify, and diagnose the challenges that need to be addressed for improvement to occur.



Stakeholder Engagement—*at a minimum*

- » Teachers
- » Career guidance and academic counselors
- » Principals & Administrators
- » Specialized instructional support personnel
- » Paraprofessionals
- » Postsecondary faculty and administrators
- » Parents
- » Students
- » Representatives of:
 - the State board or local workforce development boards
 - Local or regional businesses or industries
 - special populations
 - Regional or local agencies serving out-of-school youth, homeless children and at-risk youth
 - Indian tribes and Tribal organizations

CLNA Required Elements

- » Section 134(c)(2) -- CLNA shall include each of the following:
 - A. Evaluation of student performance with respect to state/local performance levels
 - B. Description of how CTE programs are:
 - i. Sufficient in size, scope, and quality to meet the needs of all students served...; and
 - ii. Aligned to State, regional, Tribal, or local in-demand industry sectors or occupations...; or designed to meet local education or economic needs...
 - C. Evaluation of progress toward implementation of CTE programs and programs of study
 - D. Description of how that eligible recipient will improve recruitment, retention, and training of teachers, faculty...
 - E. Description of progress toward implementation of equal access to high-quality CTE courses and programs of study for all students...

Conducting the CLNA

How do we do this?



- Break into groups
- 3 consortia per group
- Representatives of 2 of the 3 consortia must have prior CLNA experience
- Design a process for conducting a CLNA; what are the steps in the process?

<https://www.minnstate.edu/system/cte/perkins-local-application/documents/minnesota-comprehensive-local-needs-assessment-guide-2019.pdf>

<https://shorturl.at/5Eszx>

September 2019



Minnesota's Comprehensive Local Needs Assessment Guide

For the submission of Strengthening Career and Technical Education for the 21st Century (Perkins V) Local Application



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STEP 1 – FORM A LEADERSHIP TEAM

- Identify a core team to manage the process
- Include secondary & postsecondary CTE, administrators, data specialists

STEP 2 – ENGAGE REQUIRED STAKEHOLDERS

- Set a timeline
- Communicate early and clearly – purpose of CLNA, why their input matters
- Define objectives – gather input on labor market alignment, equity barriers, etc.
- Choose methods – surveys, focus groups, advisory committees, interviews, etc.

STEP 3 – COLLECT AND ANALYZE DATA

- Check for accuracy, consistency, & missing data (validation)
- Disaggregate – break down by subgroups: gender, race/ethnicity, special pops

STEP 4 – IDENTIFY TRENDS AND GAPS

- Performance gaps, program misalignment with labor market, access barriers

STEP 5 – SET PRIORITIES

- Based on impact, feasibility, alignment with demand, equity considerations
- Align priorities with Perkins local application

Peer-to-Peer Sharing

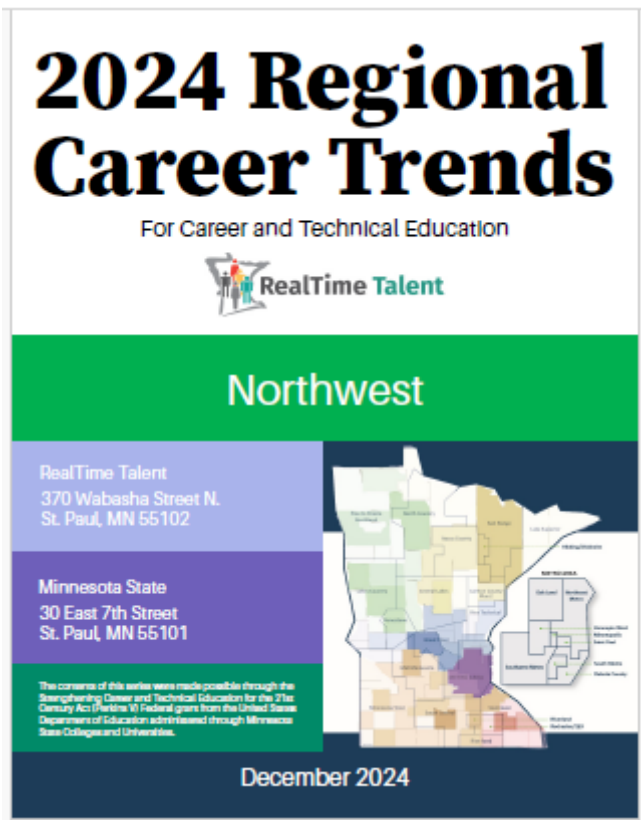


- Break into groups
- 3 consortia per group
- Representatives of 2 of the 3 consortia must have prior CLNA experience
- Using questions provided as a starting point, share experiences, best practices, pitfalls, lessons learned, etc.

Discussion Questions

1. What strategies worked well when conducting prior needs assessments? Share your experiences with the group.
2. What challenges or pitfalls did you encounter when conducting prior needs assessments? What challenges do you expect to encounter this time?
3. What steps did you take to engage stakeholders in past needs assessments? How successful were you in engaging stakeholders? What will you do differently this time?
4. What data sources and information did you use to address CLNA elements?
5. How did you ensure that the sources of information used were comprehensive and representative of your local community?
6. What elements or steps of the CLNA are you struggling with?
7. As you think about the upcoming CLNA, what additional support or assistance do you need from State staff?

Regional Career Trend Reports



Interpreting the CLNA Results

Aligning results to the Local Application for Funding

Local Application – Section 134(1)

- » Each local application shall contain --
 - (1) a description of the results of the comprehensive needs assessment conducted under subsection (c)

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PERKINS V
COMPREHENSIVE LOCAL NEEDS ASSESSMENT
(CLNA) RESULTS & PRIORITIES

To be submitted with the FY26 Local Application (award period: July 1, 2025 – June 30, 2026)

Consortium Name:



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Perkins V Application Academy

February 25, 2025

Anoka Ramsey Community College



3-Step Plan:

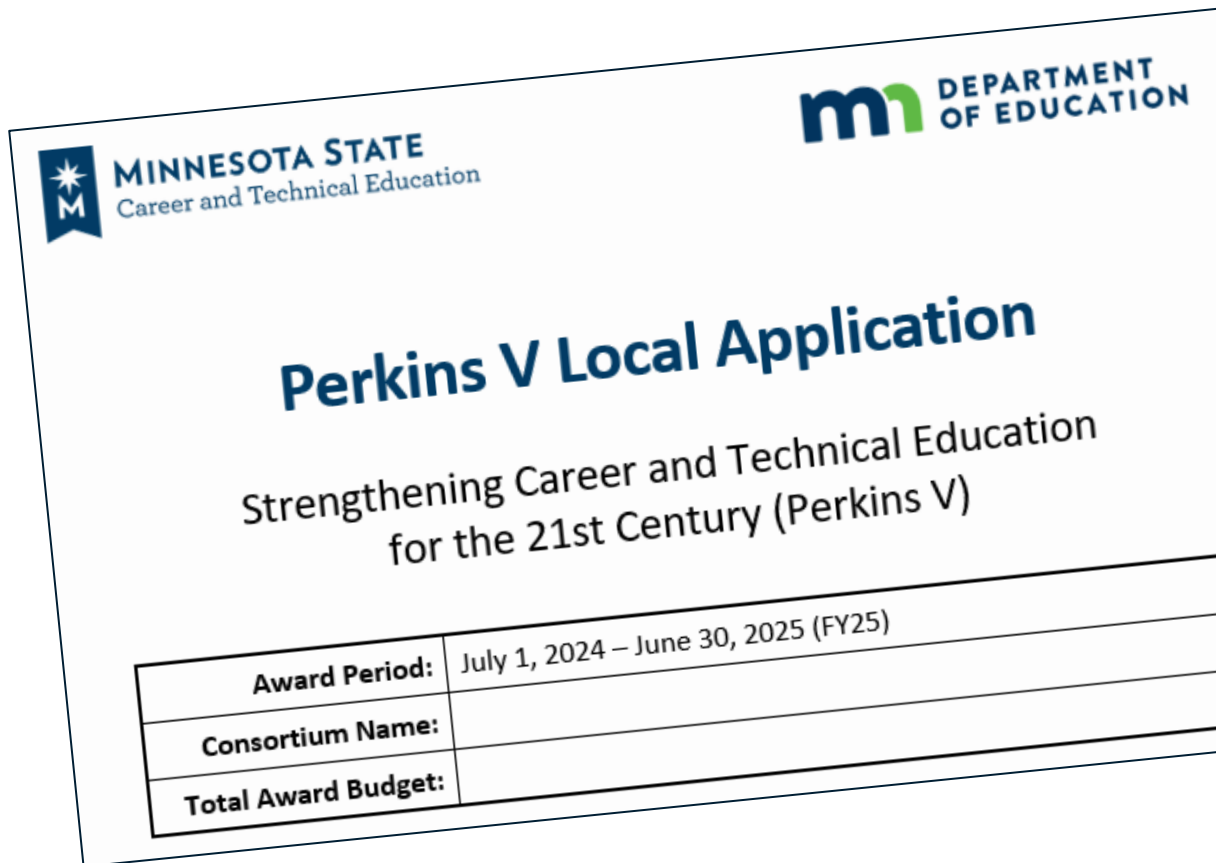
#1 – February 13th Webinar

#2 -- Application Academy (Feb 25, 2025)

#3 -- Individual Technical Assistance



What part of the Local Application are We Looking at?



The image shows the header and a table from the Perkins V Local Application form. The header includes the Minnesota State Career and Technical Education logo, the Department of Education logo, and the title 'Perkins V Local Application' with the subtitle 'Strengthening Career and Technical Education for the 21st Century (Perkins V)'. Below the header is a table with three rows: 'Award Period' (July 1, 2024 – June 30, 2025 (FY25)), 'Consortium Name', and 'Total Award Budget'.

Award Period:	July 1, 2024 – June 30, 2025 (FY25)
Consortium Name:	
Total Award Budget:	

Narrative 3: Collaboration with local workforce development boards and other local workforce agencies

Use the table below to answer questions 1 – 3. Use one table for each CLNA prioritized need. Copy and paste additional tables if more than two priorities will be addressed.

1. Of the consortium's prioritized needs from the *CLNA Results and Priorities*, which one(s) will be addressed in relation to collaboration with **local workforce development boards or other local 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 (copy text from CLNA Results & Priorities into field below):	1	2	3	4	5
	☐	☐	☐	☐	☐
2. Strategies to address need:					
3. Measurable Outcomes (report results in next APR):					

NEED A:	This Need is in Element(s):				
1. Prioritized Need Identified in the CLNA (copy text from CLNA Results & Priorities into field below):	1 ☐	2 ☐	3 ☐	4 ☐	5 ☐
2. Strategies to address need:					
3. Measurable Outcomes (report results in next APR):					

How can we improve this?

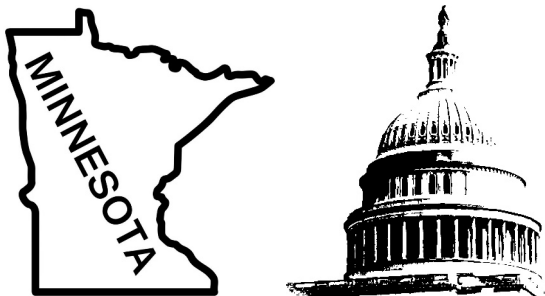


- Break into groups
- 3 consortia per group
- Representatives of 2 of the 3 consortia must have prior experience
- Design an application form that shows the connection between CLNA results (priorities) and your planned Perkins expenditures (budget)

State & Federal Update

State & Federal Update

- » Annual Performance Report (APR)
- » Risk Assessment/Monitoring
- » CTE Summit
- » Career Cluster Framework
- » PRWORA
- » IAA between ED and DOL
- » Workforce Pell
- » WIOA
- » FY26 Appropriations
- » Perkins VI (?)
- » ?



Thank you.



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