



# UNITED STATES DEPARTMENT OF EDUCATION


OFFICE OF CAREER, TECHNICAL, AND ADULT EDUCATION

DIVISION OF ADULT AND TECHNICAL EDUCATION

## PROGRAM MEMORANDUM

DATE: February 1, 2023

TO: State Directors of Career and Technical Education

FROM: Adam R. Flynn-Tabloff   
Chief, Program Administration and Accountability Branch  
Division of Academic and Technical Education

SUBJECT: Requirements and Instructions for the Submission of Perkins V State Plan Revisions and Budgets for Fiscal Year (FY) 2023 Grant Awards – OMB Approval Number: 1830-0029

Pursuant to the *Guide for the Submission of Perkins V State Plans* (OMB Approval Number: 1830-0029, Exp. 8/31/2025), I am pleased to provide our office's requirements and submission instructions for each eligible agency (State) to receive its Fiscal Year (FY) 2023 grant award under the *Carl D. Perkins Career and Technical Education Act of 2006*, as amended by the *Strengthening Career and Technical Education for the 21<sup>st</sup> Century Act* (Public Law 115-224) (Perkins V, the Act, or statute). These requirements and submission instructions apply to States whether they submitted a Perkins V state plan separately or as part of a Workforce Innovation and Opportunities Act (WIOA) combined state plan. We expect to issue FY 2023 Perkins V grant awards on July 1, 2023 (initial award), and October 1, 2023 (supplemental award), with funds available for a 15-month performance period from July 1, 2023, through September 30, 2024.

### Requirements for FY 2023 Perkins V Grant Awards

Each State must prepare the following:

- State plan revisions, if any, pursuant to section 122(a)(2)(B) of Perkins V<sup>1</sup>;
- Budget for your FY 2023 grant award; and
- State determined performance levels (SDPLs) revisions, if any, pursuant to section 113(b)(3)(A)(iii) of Perkins V.

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<sup>1</sup> As a reminder, under 34 CFR 76.140, any revision that results in a “significant and relevant change in ...the information or assurances in the plan; the administration or operation of the plan; or the organization, policies, or operations of the State agency that received the grant, if the change materially affects the information or assurances in the plan” must follow the procedures in 34 CFR 76.140.

This memo does not cover the requirements and submission instructions for a State to modify a WIOA Combined State Plan pursuant to section 102(c)(3) of WIOA and 34 CFR § 463.145. A State that needs to make such revisions to the Perkins section of a WIOA Combined State Plan must contact its Perkins Regional Coordinator for those requirements and submission instructions.

### **Revision of State Determined Performance Levels**

A State may revise its State determined performance levels (SDPLs) for one or more years under the Perkins V statute. Pursuant to section 113(b)(3)(A)(iii), if unanticipated circumstances arise in a State or changes occur related to the improvement in data or measurement approaches, the State, at the end of the program year, may revise its SDPLs. However, please note that pursuant to section 123(a)(5) of Perkins V, an eligible agency may not adjust performance levels for any core indicators that are subject to, and while executing, an improvement plan pursuant to section 123(a) of Perkins V. States seeking to revise SDPLs for a core indicator that is subject to an improvement plan must demonstrate to this office that such plan has been fully executed. Your Perkins Regional Coordinator will reach out to gain this documentation as necessary. Any adjustments to SDPLs must be done in accordance with requirements outlined in section 113(b)(3)(A)(i)(III) of Perkins V.

### **Submission Process and Support**

Each State must submit the applicable items listed above to the Perkins State Plan Portal no later than the close of business on Friday, May 19, 2023, Online training sessions regarding the submission of items to the Perkins State Plan Portal will be held for State career and technical education directors and their staff in February of 2023. Further details will be sent under separate cover and posted to the Calendar on the Perkins Collaborative Resource Network at <https://cte.ed.gov>.

Please feel free to contact your Perkins Regional Coordinator if you have any questions regarding the submission requirements and process for your FY 2023 Perkins V grant award. A state-by-state listing of these staff members is available at <https://cte.ed.gov/contact/staff-by-state-responsibility>.

We look forward to continuing to work with you as you implement your Perkins V state plan and provide all students with access to and success in high-quality career and technical education programs.