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FY 2021 CTE Consolidated Application Webinar Questions

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General Questions:

Where can I find a copy of the Consolidated Application Overview Webinar PowerPoint?
Please click on the links below to access the webinar PowerPoint and recording.

CTE Consolidated Application Overview Presentation
CTE Consolidate Application Overview Webinar Recording

Additional resources can be found on ISBE's CTE webpage under the Grants toolbar near the bottom of the page.

When will the FY 2021 CTE Consolidated Application be released?
The FY 2021 CTE Consolidated Application was released on August 17, 2020. An IWAS message was sent to all direct grantees, Education for Employment Systems (EFEs), on that date notifying them of the release.

How do I access the Perkins V application?
The CTE Consolidated Application is accessed in IWAS System Listings under Active Grants – CTE Consolidated Application. Once funds are allotted, EFEs should notify their school districts and area career centers (ACC).

In order to receive a July 1, 2020 start date, by what date must an EFE submit the FY 2021 CTE Consolidated Application?
Grantees must submit substantially approvable applications by October 1, 2020 to receive the July 1, 2020 start date. If a substantially approvable application is submitted after October 1, 2020, the grant start date will be the date of submission.

If a grantee subgrants funds to school districts or ACCs, the substantially approvable main grant submitted by October 1, 2020 must also include at least one substantially approvable subgrant. For remaining subgrants, funds cannot be expended until a substantially approvable application has been accepted by the EFE AND submitted in an amendment to ISBE.

For the CTE Consolidated Application, which entities are responsible for completing the GATA grantee requirements?
Only EFEs are responsible for completing the GATA grantee requirements prior to submission of their original application.

What is ISBE's timeline to review and approve the applications?
ISBE staff is prioritizing grant review. Conditional approvals may be granted, as long as the main grant budget and, as applicable, one subgrant budget are substantially approvable and align with the goals and strategies in the Local Application pages. ISBE expects amendments to be submitted in a timely manner to address the conditional approval issues.

When will the grant instructions be posted on the ISBE website?
The grant instructions are posted on ISBE's CTE webpage under the Grants toolbar near the bottom of the page and found within the application on the Overview page.

Is the Perkins V Definitions document different than the Illinois Career Pathways Dictionary?
Yes, the Perkins V definitions are taken directly from the federal Perkins law and other applicable federal laws referenced in Perkins V, whereas the definitions in the Illinois Career Pathways Dictionary use the general federal definitions and make them specific to Illinois.

How do I contact my grant principal consultant?
ISBE CTE and Innovation Department:

- Email is the best way to reach grant principal consultants. For general CTE or agriculture education related questions, email cte@isbe.net.
- Whitney Mehaffy – wmehaffy@isbe.net
  - Region 2 and EFEs 020, 030, and 080
- David Osborne – dosborne@isbe.net
  - Region 3
- Steve Parrott – sparrott@isbe.net
  - Region 6 and EFEs 070, 410, 425, and State Agencies/Institutions
- Heather Strom – hstrom@isbe.net
  - Region 4 and EFEs 065, 450, 460, 470, and 550
- Kristina Valentine – kvalenti@isbe.net
  - Region 1 and EFEs 010, 040, 050, and 060

Local Application *(Main Grant Only)*:

In the webinar, it was mentioned to use Perkins V Appendix S to prepare for the local application section of the application. How do I access Appendix S?
All Illinois State Plan for Perkins V appendices, including Appendix S, may be accessed from ISBE's Perkins V webpage.

As identified in the webinar, please provide an example of All Student Performance? Does this include non-CTE students?
All Student Performance refers to improving the performance levels for all CTE concentrators and participants. This does not include non-CTE students.

Can the completed CLNA prepopulate into the local application?
eGMS does not pull duplicate data that is collected in another IWAS application. However, Perkins V requires that the local application must describe the results of the CLNA.

Can the CIPS that are not changing auto-populate from the Program Data Review (PDR) work we did last year?
eGMS does not pull duplicate data that is collected in another IWAS application.

On the Local Application – CTE Program Endorsement pages, should we only check those CTE programs (CIPs) that we are spending funds on, or all approved CTE programs?
All CIPs assigned in the Illinois State Course System (ISCS) as approved CTE programs for FY 2021 must be marked on the CTE Program Endorsement page in the FY 2021 column. Indicating a program on these Local Application pages means that the program is allowable to receive funding in FY 2021 and any subsequent fiscal year, as long as it remains an approvable CTE program. Grantees will mark the CIP for

the first fiscal year it will be offered from FY 2021-2024. Approved programs should be determined from the results of the LNAs and CLNAs and align to Illinois' size, scope, and quality definitions contained in the approved State Plan for Perkins V, FY 2021-2024.

For new programs that will be offered based upon the LNA and CLNA, grantees will identify the year of program implementation (e.g., FY 2022-2024) and will assign the CIP in the ISCS for the corresponding fiscal year. By marking a CIP in FY 2022-2024, grantees are indicating that the program is eligible to receive funding in that fiscal year and any subsequent fiscal year, as long as it remains an approvable CTE program.

If a program wishes to include new CIPs in FY 2021 and beyond but were missed in the CLNA, can they be added to the application, or are programs limited to only include information provided in the CLNA?
EFEs should only include CIPs in the Local Application if they align to their CLNA. If you have CIPs that were missed in the CLNA, please contact your CTE grant principal consultant to unlock your CLNA application for revisions.

The CLNA was submitted before the new CIPs were finalized, so we used the FY 2020 current CIPs. How do we reflect that in the application?
On the Local Application – CTE Programs and Activities page, the grantee should describe how it will transition FY 2020 CIPs to the new CIPs by FY 2022. For any new CIPs approved by ISBE after the CLNA, the EFE should ensure that the CIPs marked on the CTE Program Endorsement pages match those that are assigned in ISCS. If any CIPs were missed in the CLNA, please contact your CTE grant principal consultant to unlock your CLNA application for revisions.

If we do not select a Program of Study during this application, can it be added in a later application? COVID-19 has made the labor market very unpredictable and most projection models are now outdated or irrelevant.
CIP changes due to labor market information can be included in an FY 2021 application amendment.

Are the SMART goals being written by the EFE for the schools it serves or by each school under the EFE?
The EFEs will develop SMART goals. The SMART goals will be included in the main grant Local Application – Goals and Strategies pages. These should reflect regional goals outlined in the CLNA, which should encompass goals from the EFE System's LNAs. The EFE may have up to seven SMART goals to address the required Local Application components.

Budgets and Funding:

On the FY 2021 CTE Grants Expenditure Guidance, it states that Perkins can only pay for a new teacher and for up to three years. Does that same rule apply to teacher aides?
Perkins can continue to support teacher aides as in previous fiscal years.

Will the EFE have to do an expenditure report for the month of July and/or August as soon as the application has been approved?
Since the applications will be approved after 30 days of the grant start date, July 1, 2020, EFEs will need to submit an expenditure report from July 1, 2020 through the date that their grant was approved to

begin flowing funds (even if there are no expenditures). After that, expenditure reports will be required on a quarterly basis.

How do we find our indirect cost rate?
Indirect cost rates are loaded on the Budget Detail pages. See ISBE's Indirect Cost Rate Plan webpage for the State Approved Indirect Cost Rate or the rate listed for the EFE's fiscal agent. Email finance1@isbe.net for further questions related to calculation of indirect cost rates.

Can grantees spend funds on salaries for EFE System staff and other applicable CTE personnel starting on July 1, 2020? What about software licensing, equipment, and supplies needed by approved CTE programs to start the school year?
If the salaries, software, equipment, and supplies align to the grant uses of funds (Perkins-Secondary; Perkins-State Institutions), were approved in FY 2020, and support the goals and strategies in the CLNA, grant fund purchases can begin as early as July 1, 2020 as long as a substantially approvable application is submitted by the deadline to receive a July 1 start date. ***Remember:*** To receive a July 1, 2020 grant start date, the main grant original application and, if applicable, at least one substantially approvable subgrant must be submitted to ISBE by October 1, 2020.

Regarding the new CTE Consolidated Application, how will the funds be disbursed for CTEI and Perkins in FY 2021? In the past, Perkins was set up as a "reimbursement model," while CTEI funds were based on a Payment Schedule.
CTEI and Perkins disbursements will continue to be handled as in previous fiscal years. CTEI funds will continue to be disbursed based on the approved Payment Schedule in the CTEI budget, and Perkins funds will be reimbursed based on expenditures reported through, at a minimum, quarterly expenditure reports submitted and approved in IWAS.

Does the new 2620 function code fall under the administrative allotment?
The new 2620 function code does not fall under the administrative allotment. Please see the FY 2021 CTE Grants Expenditure Guidance documents for information on Administrative Costs.

Can a school spend above the Elementary base amount in CTEI?
If the LNA indicates that additional funds are needed to support K-8 career exploration and development, a school district can spend above their CTEI Elementary allocation.

What is the background reasoning for the reduction in CTEI administration allotment? Is the federal government trying to limit this?
The administrative allotments were not decreased. ISBE clarified acceptable budgeting procedures. Specifically, that the administrative amount presented in the allotment is the maximum amount you can budget for administrative costs. The federal government did not play a role in this policy clarification.

Can we use CTEI and Perkins funds for COVID-19 emergency technology?
CTEI and Perkins funds may be used to support CTE remote learning for FY 2021.

I have heard that ISBE is not funding in-person events, due to COVID-19. Does this include our CTE grant funds? As we have schools prepare this year's budgets, are they allowed to include workshops or conferences that are in-person?
ISBE is not directly sponsoring any in-person events currently. School districts who elect to plan for in-person events must follow the IDPH guidelines and their district guidelines. Grant funds may be used for regularly allowable in-person events that are implemented in compliance with the guidelines.

In previous grant years, teacher equipment was not an allowable expenditure. In light of virtual learning situations, would swivel cameras be an allowable grant purchase in FY 2021?
The Swivel camera follows the teacher through the room and can be used to record the teacher's movements while demonstrating technical skills (e.g., a weld or planting a row of seeds).
Yes, swivel cameras are an allowable purchase for FY 2021; additional teacher equipment purchases will be handled on a case-by-case basis. Please email these questions to your CTE grant consultant. This and future allowable expenditures will be added to the FY 2021 CTE Grant Expenditure Guidance.

Subgrants:

Can EFEs notify our subgrants once we get them populated?
Historically, a blast has gone out to everyone (EFEs and subgrants) at the same time and that creates confusion in the field.
In FY 2021 and future fiscal years, ISBE will not send subgrantees the initial grant release email blast.

Does each district/ACC/subgrantee have to submit the Local Needs Assessment (LNA) Subgrant Budget Crosswalk with the original main grant? When is this due?
Does the subgrant budget need to crosswalk to all LNA strategies in one year?
Can the subgrant budget be cross walked with the regional Comprehensive Local Needs Assessment (CLNA) strategies?
ISBE will not require the LNA Subgrant Budget Crosswalks from the districts and area career centers. ISBE expects that when the EFE approves a subgrant or sub-recipient (reimbursed for CTE expenditures) budget this year, the EFE is ensuring that the funds are being used for the district or area career center's local needs determined by the LNA. If CTE principal consultants note a concern when reviewing the application, they will reach out to the EFE for alignment information if it does not seem to align.

ISBE will consider reintroducing the crosswalk in FY 2022. The LNA Subgrant Budget Crosswalk is removed from the website for this year.