TO: Administrators of Occupational Education  
Title I-C District Project Directors  
CTE Transitions Project Directors

FROM: Debra Jones, Ed.D, Dean  
Career Education Practices Unit


This memo announces the Perkins Career and Technical Education Act, Title I-C 2014-2015 Local Application Web-based System is now available for data input and can be accessed at:

https://misweb.cccco.edu/ctegrantplan/prod/logon.cfm

The Project Director password is the same password that the District Project Director uses to access the Perkins Title I-C Year-to-Date Expenditures and Progress Report system. The general user password is being sent to the project director via e-mail and when the online application is complete, Project Directors should ask their Regional Program Monitor to e-mail the CEO password to their District Superintendent/President. For complete instructions on the online application system, please consult the Web-based Perkins Local Application User Guide located on the logon screen.

Districts are reminded that the purpose of Carl D. Perkins Title I-C funds is Career Technical Education (CTE) course and program improvement whereas CTE Transitions funding focuses on strictly three objectives:

- Secondary to Postsecondary Transition  
- CCC CTE Student Success  
- Student Transition to the World of Work

These funds cannot be used for courses with non-vocational TOP codes (even if it is a required general education or pre-requisite for a CTE degree/certificate program) or generic basic skills courses. When districts/colleges fund “Across CTE Programs” or “By TOP Code Program” activities, they should make an effort to focus on addressing the needs of CTE Special Populations students and support professional development to better assist these students. For more information, check-out the Managing Perkins Funds Tutorial.
The deadline to certify and submit the District Perkins IV Title I-C 2014-2015 Local Application via the web-based system is Thursday, May 15, 2015.

If you have any further questions after reading this memo and reviewing the Web-based Perkins Local Application User Guide, please contact your Regional Program Monitor.

cc: Chief Executive Officers
    Chief Instructional Officers
    Workforce & Economic Development Division Staff