

**AWARD LETTER**

**DATE:** November 9, 2020  
**TO:** Carl Perkins and Finance Department Contacts  
**FROM:** Gail Polejewski, Career Development Coordinator  
**RE:** 2020-21 Carl Perkins Plan Approval

Thank you so much for all the work put into submitting a Carl Perkins' application this year. We realize the changes required to meet the new Perkins law were challenging for some districts, but we feel you met the task and provided an innovative plan that will prepare your students for success as they pursue high wage, high demand, and high skill careers.

The application for Lakeview High School has been approved, and the following items may be purchased with Perkins funds:

- Project Discovery
- Cross Contamination Cutting boards
- Precision Cooker
- Vacuum Sealer Machine
- Nutritional Analysis Software System
- School Counselor Conference

The SWWC Service Cooperative will pay invoices up to \$2158. Expenses in excess of that amount are the responsibility of the district.

You are listed as the primary contact for this grant and will be receiving all communications. It is your responsibility to share and coordinate all fiscal and reporting information and reports within your district.

Please submit bills for payment following the established guidelines. If there are any questions about the billing process, please do not hesitate to contact me. **Please make purchases as soon as possible. The deadline for all bills to be submitted to our office for payment is May 1, 2021. No bills will be paid after that date.**

\*If you need to make modifications to your Carl Perkins plan or need further assistance, please contact Gail Polejewski at 507-537-2273 or e-mail [gail.polejewski@swwc.org](mailto:gail.polejewski@swwc.org)

Thank you for your dedication to Career and Technical Education.

*\*In the event of a state or federal audit, you must be able to document that any items purchased with Carl Perkins funds are being used by students in a state approved CTE program taught by an appropriately licensed instructor.*

*\*Any instructor whose salary is paid using Carl Perkins funds must be able to document the type of activities completed using those funds (upon request.)*