



Minnesota
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MEMORANDUM

TO: William Gronseth, Superintendent
Patrick Johns, President

FROM: JoAnn Simser, State Director Career and Technical Education
System Director, Perkins Federal Grant

DATE: September 16, 2013

SUBJECT: Lake Superior Perkins CTE Plan Approval Notification and
Fiscal Information, July 1, 2013 - June 30, 2014

Your consortium plan has been reviewed jointly by Career and Technical Education (CTE) staff within the Minnesota Department of Education (MDE) and the Minnesota State Colleges & Universities, System Office (SO). The plan has been approved for Fiscal Year 2013-2014. The approved plan will be available on www.cte.mnscu.edu. CTE staff at MDE and at SO have contacted the respective Perkins Consortium Coordinators and recommended suggestions for meeting the plan goals, strategies, outcomes and measurements.

Minnesota has received the final Carl D. Perkins Career and Technical Education allocation information for Federal Fiscal Year 2013 (October 1, 2013 through September 30, 2014) from the US Department of Education. Based on that allocation, funds available for your consortium for 2013-2014 (July 1, 2013 through June 30, 2014) are as follows:

Perkins Total Allocation for the Lake Superior Consortium for 2013-2014

\$132,253.36	Secondary Basic Allocation	FIN 428/628
\$22,385.20	Secondary Reserve Allocation	FIN 475/675
\$281,345.32	Postsecondary Basic Allocation	GL 384141
\$30,912.89	Postsecondary Reserve Allocation	GL 384142
\$466,896.77	Consortium Total	

Please keep in mind that the consortium plan determines how total Perkins funds will be allocated. These funds cannot be redistributed on a formula basis to school districts and among college(s), campuses or departments. When these funds are being spent, the consortium must adhere to the federal requirements under the Perkins Act, the Minnesota State Plan and the state fiscal requirements of the Minnesota Department of Education or the Minnesota State Colleges and Universities system, whichever is appropriate.

Please remember that you must account for your Basic and Reserve funds separately (through a separate FIN code on the secondary side and through a separate GL on the postsecondary side) and that reserve funds must be used only for programs that serve large numbers of CTE students and/or address the rural needs of your consortium.

William Gronseth
Patrick Johns
Page Two
September 16, 2013

Because state and federal fiscal years do not align, states receive federal Perkins funds on a *forward funding* basis. As such, Minnesota consortia may access a *portion* of their 2013-2014 allocation prior to the start of the federal fiscal year. While it is unlikely that the forward funding provisions will impact Minnesota's consortia, fiscal hosts must ensure that no more than the portion of the consortium's allocation made available through forward funding is spent prior to October 1, 2013. For your consortium, this means that no more than the following amounts may be expended in each funding category during the period of July 1 through September 30, 2013. Understand that the amounts shown below are not in addition to your allocation above, but represent the forward funded portion of that allocation. Of your allocation do not spend more than the following amounts prior to October 1, 2013:

\$34,362.76	Secondary Basic Forward Funding	FIN 428/628
\$5,816.24	Secondary Reserve Forward Funding	FIN 475/675
\$73,100.62	Postsecondary Basic Forward Funding	GL 384141
\$8,031.95	Postsecondary Reserve Forward Funding	GL 384142
\$121,311.57	Consortium Total – Forward Funding	

An explanation of the General Ledger numbers and the cost center set up on the postsecondary side is as follows:

- 1) Basic Grant G/L 384141 -- To be used for the basic grant award for the Fiscal Year.
 - a) Cost centers must be set up for administration and for each goal in your local consortium approved application.
- 2) Reserve Funds G/L 384142 -- To be used for the reserved funds award for the Fiscal Year.
 - a) Cost centers must be set up in the reserve fund G/L for each of your goals in your local consortium approved application.
- 3) Sub-grants G/L 384144 -- To be used by the sub-grant recipient in tracking expenditure of sub-grants each fiscal year.
 - a) Sub-grants are Basic Grant funds granted again by the original recipient to another college. The grantor makes payments from Basic Grant, Leadership, Recaptured or the Reserve award.
 - b) Sub-grant recipient colleges must set up a separate cost center for each sub-grant.

If you have any questions, please contact Dan Smith, Supervisor, Center for Postsecondary Success, MDE (651-582-8330) dan.smith@state.mn.us or me at (651-201-1650) joann.simser@so.mnscu.edu.

- c) Consortium Superintendents and Presidents
Consortium Fiscal Contacts, secondary and postsecondary
Consortium Perkins Contacts, secondary and postsecondary
Dan Smith, Center for Postsecondary Success, Minnesota Department of Education