

History Log

Yavapai College (130601001) Public Agency - FY 2019 - CTE Postsecondary Federal Perkins - Rev 2 - History Log

Attention Needed	Date	User	Status (S)/Comment (C)	S/C
	1/18/2019 9:47:43 AM	Don Dolin	Status changed to 'SEA CTE Postsecondary Federal Perkins Program Specialist Approved'.	S
<input type="checkbox"/>	1/18/2019 9:45:46 AM	Don Dolin	Grant is ready for final approval DD	C
	1/14/2019 1:49:41 PM	Blaine Harris	Status changed to 'LEA Authorized Representative Approved'.	S
	1/14/2019 1:49:28 PM	Blaine Harris	Status changed to 'LEA Business Manager Approved'.	S
	12/18/2018 10:49:15 AM	John Morgan	Status changed to 'Revision Completed'.	S
	12/18/2018 10:14:51 AM	John Morgan	Status changed to 'Revision Started'.	S

Budget

Yavapai College (130601001) Public Agency - FY 2019 - CTE Postsecondary Federal Perkins - Rev 2 - CTE Postsecondary Federal Perkins

By checking this box the LEA is waiving allocation for this grant and acknowledges that choosing to waive this grant will result in the reallocation of these funds.

Indirect Cost	
Total Allocation	\$189,394.74
Budgeted Amount	\$189,394.74
Excludable Costs	\$0.00
Indirect Cost Rate	12.00%
Max Indirect Cost based on Budgeted Amount	\$20,292.29
Max Indirect Cost based on Total Allocation	\$20,292.29

Budget By Function Codes

Object Code	Total
4100 - CC - Salaries - Instructional	\$0.00
4150 - CC - Salaries - Non-Instructional	\$7,500.00
4200 - CC - Employee - Benefits	\$500.00
4250 - CC - Travel	\$40,000.00
4300 - CC - Supplies and Materials	\$1,790.00
4400 - CC - Purchased Services / Consultant Fees	\$28,210.00
4500 - CC - Tuition	\$0.00
4600 - CC - Printing and Reproduction	\$0.00
4700 - CC - Utilities and Communications	\$0.00
4800 - CC - Other Expenses	\$3,000.00

4900 - CC - Capital Outlay	\$108,394.74
9999 - CC - Indirect Costs	\$0.00
Total	\$189,394.74
Adjusted Allocation	\$189,394.74
Remaining	\$0.00

Budget Detail

Yavapai College (130601001) Public Agency - FY 2019 - CTE Postsecondary Federal Perkins - Rev 2 - CTE Postsecondary Federal Perkins

Indirect Cost	
Total Allocation	\$189,394.74
Budgeted Amount	\$189,394.74
Excludable Costs	\$0.00
Indirect Cost Rate	12.00%
Max Indirect Cost based on Budgeted Amount	\$20,292.29
Max Indirect Cost based on Total Allocation	\$20,292.29

4150 - CC - Salaries - Non-Instructional - \$7,500.00

Object Code	Function Code	Project Time (FTE)	Quantity	Salary, Rental, or Unit Cost	Line Item Total
4150 - CC - Salaries - Non-Instructional	0000 - Other		1.00	\$5,000.00	\$5,000.00

Narrative Description

Provide an hourly stipend for instructors participating in a Faculty Boot Camp.

Object Code	Function Code	Project Time (FTE)	Quantity	Salary, Rental, or Unit Cost	Line Item Total
4150 - CC - Salaries - Non-Instructional	0000 - Other		1.00	\$2,500.00	\$2,500.00

Narrative Description

Provide an hourly stipend for instructors participation in the POS Day for pathways alignment and dual enrollment outcomes sign off.

Total for 4150 - CC - Salaries - Non-Instructional	\$7,500.00
Total for all other Object Codes	\$181,894.74
Total for all Object Codes	\$189,394.74
Adjusted Allocation	\$189,394.74
Remaining	\$0.00

Budget Detail

Yavapai College (130601001) Public Agency - FY 2019 - CTE Postsecondary Federal Perkins - Rev 2 - CTE Postsecondary Federal Perkins

Indirect Cost	
Total Allocation	\$189,394.74
Budgeted Amount	\$189,394.74
Excludable Costs	\$0.00
Indirect Cost Rate	12.00%
Max Indirect Cost based on Budgeted Amount	\$20,292.29
Max Indirect Cost based on Total Allocation	\$20,292.29

4200 - CC - Employee - Benefits - \$500.00

Object Code	Function Code	Project Time (FTE)	Quantity	Salary, Rental, or Unit Cost	Line Item Total
4200 - CC - Employee - Benefits	0000 - Other		1.00	\$500.00	\$500.00

Narrative Description

Benefits to be paid as part of stipends for instructors who participate in POS Day reviewing pathways from secondary to post-secondary and update dual and concurrent enrollment agreements.

Total for 4200 - CC - Employee - Benefits	\$500.00
Total for all other Object Codes	\$188,894.74
Total for all Object Codes	\$189,394.74
Adjusted Allocation	\$189,394.74

\$0.00

Remaining

Budget Detail

Yavapai College (130601001) Public Agency - FY 2019 - CTE Postsecondary Federal Perkins - Rev 2 - CTE Postsecondary Federal Perkins

Indirect Cost	
Total Allocation	\$189,394.74
Budgeted Amount	\$189,394.74
Excludable Costs	\$0.00
Indirect Cost Rate	12.00%
Max Indirect Cost based on Budgeted Amount	\$20,292.29
Max Indirect Cost based on Total Allocation	\$20,292.29

4250 - CC - Travel - \$40,000.00

Object Code	Function Code	Project Time (FTE)	Quantity	Salary, Rental, or Unit Cost	Line Item Total
4250 - CC - Travel	0000 - Other		1.00	\$40,000.00	\$40,000.00

Narrative Description

Send CTE Instructors, Coordinators and Administrators to AZCTE Conference to attend pertinent trainings specific to professional growth in the area. Attend annual AACCC Workforce Development conference. Send Auto Body Instructors to Coach Building and Advanced/Finishing training.

Total for 4250 - CC - Travel				\$40,000.00
Total for all other Object Codes				\$149,394.74
Total for all Object Codes				\$189,394.74

Adjusted Allocation

\$189,394.74

Remaining

\$0.00

Budget Detail

Yavapai College (130601001) Public Agency - FY 2019 - CTE Postsecondary Federal Perkins - Rev 2 - CTE Postsecondary Federal Perkins

Indirect Cost	
Total Allocation	\$189,394.74
Budgeted Amount	\$189,394.74
Excludable Costs	\$0.00
Indirect Cost Rate	12.00%
Max Indirect Cost based on Budgeted Amount	\$20,292.29
Max Indirect Cost based on Total Allocation	\$20,292.29

4300 - CC - Supplies and Materials - \$1,790.00

Object Code	Function Code	Project Time (FTE)	Quantity	Rental, or Unit Cost	Salary, or Unit Cost	Line Item Total
4300 - CC - Supplies and Materials	0000 - Other		33.00	\$30.00		\$990.00
Narrative Description						
Consumable supplies to support Federal Programs.						
Object Code	Function Code	Project Time (FTE)	Quantity	Rental, or Unit Cost	Salary, or Unit Cost	Line Item Total
4300 - CC - Supplies and Materials	0000 - Other		1.00	\$800.00		\$800.00
Narrative Description						

Recruiting supplies for CTE Day such as bags, lanyards, pens and misc. items.

Total for 4300 - CC - Supplies and Materials	\$1,790.00
Total for all other Object Codes	\$187,604.74
Total for all Object Codes	\$189,394.74
Adjusted Allocation	\$189,394.74
Remaining	\$0.00

Budget Detail

Yavapai College (130601001) Public Agency - FY 2019 - CTE Postsecondary Federal Perkins - Rev 2 - CTE Postsecondary Federal Perkins

Indirect Cost	
Total Allocation	\$189,394.74
Budgeted Amount	\$189,394.74
Excludable Costs	\$0.00
Indirect Cost Rate	12.00%
Max Indirect Cost based on Budgeted Amount	\$20,292.29
Max Indirect Cost based on Total Allocation	\$20,292.29

4400 - CC - Purchased Services / Consultant Fees - \$28,210.00

Object Code	Function Code	Project Time (FTE)	Quantity	Salary, Rental, or Unit Cost	Line Item Total
4400 - CC - Purchased Services / Consultant Fees	0000 - Other		1.00	\$19,010.00	\$19,010.00

Narrative Description

Provide scholarships for non-traditional students to address year to year non-completion issues.

Object Code	Function Code	Project Time (FTE)	Quantity	Salary, Rental, or Unit Cost	Line Item Total
4400 - CC - Purchased Services / Consultant Fees	0000 - Other		1.00	\$2,500.00	\$2,500.00

Narrative Description

Purchase of services to develop CTE view books to reflect the diverse student population in CTE programs.

Object Code	Function Code	Project Time (FTE)	Quantity	Salary, Rental, or Unit Cost	Line Item Total
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4400 - CC - Purchased Services / Consultant Fees	0000 - Other	1.00	1.00	\$6,500.00	\$6,500.00
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Narrative Description

Purchase of services to develop new videos that reflect diverse students in CTE programs and provide information depicting successful historical student placement.

Object Code	Function Code	Project Time (FTE)	Quantity	Salary, Rental, or Unit Cost	Line Item Total
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4400 - CC - Purchased Services / Consultant Fees	0000 - Other	1.00	1.00	\$200.00	\$200.00
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Narrative Description

Renew data sharing agreement with DES.

Total for 4400 - CC - Purchased Services / Consultant Fees					\$28,210.00
Total for all other Object Codes					\$161,184.74
Total for all Object Codes					\$189,394.74
Adjusted Allocation					\$189,394.74
Remaining					\$0.00

Budget Detail

Yavapai College (130601001) Public Agency - FY 2019 - CTE Postsecondary Federal Perkins - Rev 2 - CTE Postsecondary Federal Perkins

Indirect Cost	
Total Allocation	\$189,394.74
Budgeted Amount	\$189,394.74
Excludable Costs	\$0.00
Indirect Cost Rate	12.00%
Max Indirect Cost based on Budgeted Amount	\$20,292.29
Max Indirect Cost based on Total Allocation	\$20,292.29

4800 - CC - Other Expenses - \$3,000.00

Object Code	Function Code	Project Time (FTE)	Quantity	Salary, Rental, or Unit Cost	Line Item Total
4800 - CC - Other Expenses	0000 - Other		1.00	\$3,000.00	\$3,000.00

Narrative Description

Registration fees for students attending CTE Day.

Total for 4800 - CC - Other Expenses	\$3,000.00
Total for all other Object Codes	\$186,394.74
Total for all Object Codes	\$189,394.74
Adjusted Allocation	\$189,394.74
Remaining	\$0.00

Budget Detail

Yavapai College (130601001) Public Agency - FY 2019 - CTE Postsecondary Federal Perkins - Rev 2 - CTE Postsecondary Federal Perkins

Indirect Cost	
Total Allocation	\$189,394.74
Budgeted Amount	\$189,394.74
Excludable Costs	\$0.00
Indirect Cost Rate	12.00%
Max Indirect Cost based on Budgeted Amount	\$20,292.29
Max Indirect Cost based on Total Allocation	\$20,292.29

4900 - CC - Capital Outlay - \$108,394.74

Object Code	Function Code	Project Time (FTE)	Quantity	Salary, Rental, or Unit Cost	Line Item Total
4900 - CC - Capital Outlay	0000 - Other		1.00	\$77,851.50	\$77,851.50

Narrative Description

1 large format 3-D printer with high speed extruder to enhance manufacturing processes in the Aviation industry for students.

Object Code	Function Code	Project Time (FTE)	Quantity	Salary, Rental, or Unit Cost	Line Item Total
4900 - CC - Capital Outlay	0000 - Other		1.00	\$7,000.00	\$7,000.00

Narrative Description

1 set of 10 AeroPoints to ensure drone data is survey-grade in Aviation.

Object Code	Function Code	Project Time (FTE)	Quantity	Rental, or Unit Cost	Salary, or Unit Cost	Line Item Total
4900 - CC - Capital Outlay	0000 - Other	1.00	1.00	\$5,200.00	\$5,200.00	\$5,200.00

Narrative Description

1 Welding rod oven to ensure rod is in proper condition for welds.

Object Code	Function Code	Project Time (FTE)	Quantity	Rental, or Unit Cost	Salary, or Unit Cost	Line Item Total
4900 - CC - Capital Outlay	0000 - Other	1.00	1.00	\$18,343.24	\$18,343.24	\$18,343.24

Narrative Description

DJI Matrice M210 with DJI Zenmuse XT Radiometric including accessories to ensure students are being trained on the most technically advanced equipment.

Total for 4900 - CC - Capital Outlay						\$108,394.74
Total for all other Object Codes						\$81,000.00
Total for all Object Codes						\$189,394.74
Adjusted Allocation						\$189,394.74
Remaining						\$0.00

Budget Overview

Yavapai College (130601001) Public Agency - FY 2019 - CTE Postsecondary Federal Perkins - Rev 2 - CTE Postsecondary Federal Perkins

Object Code	Function Code	0000 - Other	Total
4150 - CC - Salaries - Non-Instructional		7,500.00	7,500.00
4200 - CC - Employee - Benefits		500.00	500.00
4250 - CC - Travel		40,000.00	40,000.00
4300 - CC - Supplies and Materials		1,790.00	1,790.00
4400 - CC - Purchased Services / Consultant Fees		28,210.00	28,210.00
4800 - CC - Other Expenses		3,000.00	3,000.00
4900 - CC - Capital Outlay		108,394.74	108,394.74
Total		189,394.74	189,394.74
	Adjusted Allocation		189,394.74
	Remaining		0.00

Budget Overview Plus/Minus

Yavapai College (130601001) Public Agency - FY 2019 - CTE Postsecondary Federal Perkins - Rev 2 - CTE Postsecondary Federal Perkins

Object Code	Function Code	0000 - Other	Total
4150 - CC - Salaries - Non-Instructional		7,500.00	7,500.00
4200 - CC - Employee - Benefits		500.00	500.00
4250 - CC - Travel		40,000.00	40,000.00
4300 - CC - Supplies and Materials		1,790.00	1,790.00
4400 - CC - Purchased Services / Consultant Fees		28,210.00	28,210.00
4800 - CC - Other Expenses		3,000.00	3,000.00
4900 - CC - Capital Outlay		108,394.74	108,394.74
Total		189,394.74	189,394.74
		Adjusted Allocation	189,394.74
		Remaining	0.00

Yavapai College (130601001) Public Agency - FY 2019 - CTE Postsecondary Federal Perkins - Rev 2 - CTE Postsecondary Federal Perkins

1. The district/organization has submitted OR will be submitting the annual General Statement of Assurance

* Yes

* 2. The district/organization information on the GME Entity Information page has been reviewed and verified that it matches the information found at <https://sam.gov>

Yes

No

If no, provide current information:

3. The district/organization understands if ADE is not updated with the organization's SAM.gov information, including CCR expiration, that funding for the organization can be placed on hold.

* Yes

* 4. Please provide a short description of your project in one to two paragraphs:

The primary focus this year is to enhance technological skillsets in additive manufacturing within the Aviation Program, and in particular, focus on the production of unmanned aircraft for a variety of emerging industry jobs. In addition, we will focus on non-trad retention and recruitment, which continues to be recurring issues for Yavapai College and the state. Teacher training will also be a focus, with many programs now required to have a specific number of hours annually to maintain accreditation status.

Assurances

Yavapai College (130601001) Public Agency - FY 2019 - CTE Postsecondary Federal Perkins - Rev 2 - CTE Postsecondary Federal Perkins

The Community College District provides assurance to the Arizona Department of Education that it has read, understands and will abide by the requirements of the Carl D. Perkins Grant Program.

Program Assurances

* The college agrees to the following program assurances:

Yes

No

1. Eligible recipients will annually evaluate their career and technical education program addressing all the required elements as listed in Section 134(b)(1-12).
2. The recipient agrees to administer each program, service, or activity covered in this application in accordance with all applicable statutes and regulations governing the Carl D. Perkins Career and Technical Education Act of 2006 to include:
 - a) Strengthening the academic, occupational and technical skills of students
 - b) Providing students with strong experience in and understanding of all aspects of an industry, including partnerships/collaborations with local industry representatives
 - c) Developing, improving or expanding the use of technology in career and technical education
 - d) Providing professional development programs to instructors, counselors, and administrators
 - e) Developing and implementing evaluations of career education programs
 - f) Initiating, improving, expanding, and modernizing quality career and technical education programs
 - g) Providing services and activities that are of sufficient size, scope, and quality to be effective
 - h) Linking secondary and postsecondary career and technical education, including program of study initiatives and articulation agreements to include credits §2(4)(A-B).
3. The recipient agrees to be in compliance with Title VI of the Civil Rights Act of 1964, as amended; Title IX Regulations; Section 504 of the Rehabilitation Act of 1973, as amended; Individuals with Disabilities Education Act and any other federal or state laws, regulations and policies which apply to the operation of the program.

4. The recipient assures that funds will be used to improve career and technical education courses/programs that are relevant and challenging and that lead to employment in high skill, high wage, or high demand occupations §122(c)(1)(I)(ii-iii).
5. Individuals who are members of special populations will be provided equal access to the full range of CTE activities and programs available to individuals who are not members of special populations, and will not be discriminated against on the basis of their status as members of special populations [§122(c)(9)]. Individuals who are members of special populations and are identified as needing appropriate supplemental support services, strategies, and activities will receive services to enable those individuals to meet or exceed state adjusted levels of performance and to prepare them for further learning and high skill, high wage or high demand careers [§122(c)(9)].
6. The recipient has submitted the applicable program plan for State approval in conjunction with this grant application. The recipient has identified in the local plan submitted under Section 134, levels of performance for the year(s) covered by the local plan §113(b)(4)(A)(ii). The recipient will have on file and available upon request information on the Assessment, Articulation and Advisory Board for each Perkins supported program.
7. Within this grant period, the recipient has included performance improvement objective(s) for each core indicator deficiency identified as not meeting 90% of the agreed upon State or Local Adjusted Level of Performance, whichever is applicable. These objectives can be found in the approved program plan for this grant year.
8. The College agrees to submit, on a timely basis, periodic reports of progress as a part of participating in the Federal Postsecondary Perkins grant.

Fiscal Assurances

* The college agrees to the following program assurances:

- Yes
 No

1. Eligible recipients will comply with all requirements of this title and State Plan, including the provision of a financial audit of funds received under this title [§122(c)(11) and 2 CFR 200.504].
2. The recipient assures compliance with Arizona Department of Education CTE Equipment Guidelines. None of the funds expended under this title will be used to acquire equipment (including computer software) in any instance in which such acquisition results in a direct financial benefit to any organization representing the interests of the purchasing entity, the employees of the purchasing entity or any affiliate. [§122(c)(12)].
3. Eligible recipients agree to maintain financial records, supporting documents and all other records pertinent to this title for three years from the date of the approved Completion Report. If any litigation, claim or audit is started before the expiration of the three year period, the records must be maintained until resolved and final action taken [2 CFR 200.333].
4. Eligible recipients will assure that funds made available under this title shall supplement, not supplant, non-Federal funds utilized to carry out career and technical education activities [§311(a)].

5. Eligible recipients assure that no funds under this title will be used to support the costs of entertainment (including amusement, diversion and social activities) and associated costs except where specific costs (that might otherwise be considered entertainment) have a programmatic purpose and are authorized by prior written approval from the ADE [2 CFR 200.438].
6. Eligible recipients confirm that charges to this title will only occur during the period of performance and after the ADE designates an application "substantially approvable" [34 CFR 76.703 and 2 CFR 200.309].
7. The recipient assures participation in the Program of Study (POS) consortium activities and assistance in getting at least one program of study established per member site [§135(b)(2)]. Recipients will obligate the necessary expenditures (excluding capital) of their Perkins allocation for POS activities.
8. Eligible recipients confirm that charges made to this title for salaries and wages are based on records that accurately reflect the work performed [2 CFR 200.430(i)].

Accountability Assurances

* The college agrees to the following accountability Assurances:

- Yes
 No

1. Eligible recipients will provide the ADE with data that is complete, accurate and reliable as a part of the required data collection activities [§122(c)(13)].
2. Section 123(b)(2) of the Carl D. Perkins Career and Technical Education Act of 2006 requires a Local Improvement Plan to be developed by eligible recipients (LEAs) identified as not meeting at least 90% of an agreed-upon Local Adjusted Level of Performance for any of the core indicators of performance.
3. The ADE has determined that in Arizona, this Local Improvement Plan will consist of program improvement objectives developed by the LEA and approved by ADE staff. These negotiated objectives will be included in the Federal Perkins Grant Application for the appropriate year of implementation, as well as, in the college's Local Improvement Plan.
4. The LEA will submit periodic progress reports as part of the Federal Perkins Grant reporting requirements. ADE will conduct site visits to review the progress being made toward reaching the State/Local Adjusted Levels of Performance identified.
5. The LEA will make a good faith effort to effect remediation of the identified deficiencies (improvement objectives) and submit accurate data reports on a timely basis or risk interruption or possible loss of CTE funding.

Federal Perkins Requirements

Yavapai College (130601001) Public Agency - FY 2019 - CTE Postsecondary Federal Perkins - Rev 2 - CTE Postsecondary Federal Perkins

* CTE Director Name:
John Morgan

* CTE Director Email Address:
john.morgan@yc.edu

* Business Manager Name:
Blaine Harris

* Business Manager Email Address:
blaine.harris@yc.edu

* **The college agrees to comply with the following Federal Perkin requirements:**

- Yes
 No

These are the Career and Technical Education Federal Perkins Requirements to be regularly reviewed, addressed, and met throughout the project period. Read these requirements and select LEA AGREES.

The Local Education Agency (LEA) hereby assures to the State Education Agency (SEA) that the LEA will meet the Federal Perkins Requirements below:

LOCAL PLAN FOR CTE

LEA's will conduct an annual evaluation and update their local plan addressing all components of Perkins Section 134(b)(1-12). Provide a Coherent Sequence Of Instruction in Career and Technical Education programs [§135(b)(1)]. List all of your CTE programs and the related courses offered in the Coherent Sequence Of Instruction to deliver all state designated standards [§122(c)(1)(A)]. Provide teachers and students with strong experience in and understanding of all aspects of an industry, including internships and technology training [§134(b)(3)(C)] [§135(b)(5)(B)(C)(D)]. (Please see Grants Management Resource Library for Part C - Local Provisions, Sec. 134. Local plan for career and technical education programs, and Sec. 135. Local uses of funds from the Carl D. Perkins Career and Technical Education Act of 2006)

PERFORMANCE LEVELS

Carry out CTE programs to meet state/local adjusted levels of performance [§134(b)(2)]. Accept the SALP or negotiate a LALP for each measure [§113(b)(4)(A)(ii)]. Develop and implement evaluations of CTE programs, including assessment of how the needs of special populations are being met [§135(b)(6)]. Independently evaluate and continuously improve performance [§123(b)(1)] [§134(b)(7)].

SKILL ATTAINMENT

Improve academic and technical skills of CTE students through integration of academics with CTE programs [§134(b)(3)(B)]. Teach CTE students the same rigorous and challenging academic standards, per ESEA of 1965, as all other students, and encourage CTE students to enroll in rigorous courses [§134(b)(3)(D)(E)] [§135(b)(1)].

PROGRAM IMPROVEMENT

Based upon the State Program of Study models, eligible recipient must begin planning to participate in at least one Program of Study as described in Section 122(c)(1)(A); [§134(b)(3)(A) and §135(b)(1)]. Develop, improve, expand technology in CTE programs [§135(b)(4)(7)].

INVOLVE STAKEHOLDERS

Strengthen collaboration with stakeholders, especially those from business and industry, as well as inform and involve parents, students, academic and CTE teachers, faculty, administrators, career guidance, and academic counselors, representatives of Tech Prep consortia, administrators, representatives of business and industry, labor organizations, representatives of special populations and other interested individuals in the development, implementation, and evaluation of CTE programs, including programs of study [§134(b)(5)] [§135(c)(1)].

ACCESS/PROGRESS/SUCCESS FOR SPECIAL POPULATIONS

Prevent discrimination against special populations [§134(b)(9)]. Identify and adopt strategies to overcome barriers to access/success for special populations [§134(b)(8)(A)]. Provide programs designed to enable special populations to meet state/local adjusted levels of performance [§134(b)(8)(B)]. Provide activities to prepare special populations for self-sufficiency [§134(b)(8)(C) and [§135(b)(9)].

NONTRADITIONAL TRAINING

Describe how funds will be used to promote preparation for nontraditional fields [§134(b)(10)].

PROFESSIONAL DEVELOPMENT

Provide comprehensive professional development (including initial teacher preparation) for career and technical education, academic, guidance, and administrative personnel, including training for integration of rigorous academic standards with relevant CTE [§134(b)(4)] [§135(b)(5)].

ARTICULATION

Link secondary and postsecondary CTE programs including offering at least one Program of Study that may include the opportunity for secondary education students to participate in dual or concurrent enrollment programs or other ways, including Tech Prep, to acquire postsecondary education credits [§135(b)(2)] [§122(a)(3)(c)(1)(A)(iii)].

CAREER GUIDANCE

Provide career guidance and academic counseling through a career information system, resulting in a career plan for all CTE students [§134(b)(11)].

FACULTY RECRUITMENT AND RETENTION

Provide efforts to improve recruitment and retention of CTE teachers, faculty, counselors, those groups underrepresented in the teaching professions, and the transition to teaching from business and industry [§134(b)(12)].

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By responding to these questions, the college is providing evidence to the Arizona Department of Education regarding their compliance with the fiscal requirements of the Federal Carl D. Perkins grant.

In reference to the most recent grant application, please respond to each of the following questions:

FINANCIAL AUDIT:

Eligible recipients will comply with all requirements of this title and State Plan, including the provision of financial audit of funds received under this title [§122(c)(11)].

1. What is the date of the most recent annual college audit conducted by an independent CPA and the name of the firm?

* *

Arizona Auditor General

* 2. Describe all audit exceptions of the college's Federal Perkins Grant funds. If none, use N/A.

* 3. Are you requesting an audit of your Federal Perkins grant at this time?

Yes

No

FINANCIAL BENEFIT:

None of the funds expended under this title will be used to acquire equipment (including computer software) for any instance in which such acquisition results in a direct financial benefit to any organization representing the interests of the college, the employees of the college or any affiliate [§122(c)(12)].

* 1. Were items purchased with Federal Perkins funds from a vendor that employs a college employee or relative of a college employee?

Yes

No

2. If "YES" to above, provide explanation and corrective action plan to address deficiency.

N/A

* 3. Were items purchased with Federal Perkins funds from a vendor in which a college employee has a financial investment?

Yes

No

4. If "YES" to above, provide explanation and corrective action plan to address deficiency.

N/A

ENTERTAINMENT COSTS:

Costs of entertainment (including amusement, diversion and social activities) and any associated costs are unallowable, except where specific costs that might otherwise be considered entertainment have a programmatic purpose and are authorized by prior written approval of the ADE [2 CFR 200.438].

* 1. Did the college pay for any professional development or training activities which included separate, identifiable entertainment costs?

Yes

No

* 2. Were the entertainment costs charged to your Federal Perkins grant?

Yes

No

If "Yes" to the above questions on entertainment cost, provide an explanation and the corrective action plan to address the deficiency. Remember, prior approval is necessary if the activity had a clear programmatic purpose.

N/A

CAPITAL EQUIPMENT INVENTORY:

Equipment with a unit cost equal to or greater than \$5000 must be listed on the college's capital assets listing (a college may select a lower cost

amount at which items must be listed) [USFR VI-E and 2 CFR 200.313].

* 1. Does the college have established procedures for the purchase, identification, and inventorying of capital equipment purchased with Federal Perkins funds?

Yes

No

2. If "No" to above, provide a corrective action plan to address deficiency.

N/A

* 3. Based upon an approved project capital expenditure page, does equipment with a unit cost of \$5000 or more (purchased with Federal Perkins funds) appear on the college's capital assets listing? Note: If the college guidelines stipulate an amount less than \$5000, the capital assets listing should reflect the college guidelines.

Yes

No

4. If "No" to above, provide a corrective action plan to address deficiency.

N/A

* 5. Does the college capital assets listing provide the:

-Description of the Property

-Serial/Identification Number

-Source of Funding for the Property

-Title Holder (if applicable)

-Acquisition Date

-Purchase Document Number (purchase order, voucher etc...)

-Cost of the Property

-Location of the Property

-Use and Condition of the Property

-Ultimate Disposition Information (date of disposal, sale price etc...)

Yes

No

6. If "No" to above, provide a corrective action plan to address deficiency.

N/A

* 7. For equipment purchased with Federal Perkins funds, does the college conduct a physical inventory of the property (and the results reconciled with the property records) at least once every two years?

Yes

No

8. If "No" to above, provide a corrective action plan to address deficiency.

N/A

* 9. Does the college maintain a stewardship list for items costing at least \$1,000 but less than \$5,000 (or the college's capitalization threshold if less than \$5,000)?

Yes

No

10. If "No" to above, provide a corrective action plan to address deficiency.

N/A

* 11. Does the stewardship list include the item's:

-Physical Location

-Identification Number

-Description of the Item

-Acquisition Date

Yes

No

12. If "No" to above, provide a corrective action plan to address deficiency.

N/A

* 13. Computing devices costing less than \$5,000 are now considered a supply. Does the college have inventory management procedures designed to maintain effective control, safeguard these assets and ensure they are used for the authorized purpose of the grant?

- Yes
- No

14. If "No" to above, provide a corrective action plan to address deficiency.

N/A

SUPPLEMENT NOT SUPPLANT:

Funds made available under this title shall supplement, not supplant, non-Federal funds utilized to carry out career and technical education activities [§311(a)]

* 1. Did the Federal Perkins grant application request funds for career and technical education expenditures which were previously paid for by non-federal funds?

- Yes
- No

2. If "Yes" to above, provide an explanation.

N/A

* 3. Did the college request the use of Federal Perkins funds to purchase textbooks?

- Yes
- No

4. If "Yes" to above, provide an explanation.

N/A

* 5. Did the Federal Perkins grant application request additional funding for personnel expenses over and above the previous year's grant?

- Yes
- No

6. If "Yes" to above, provide an explanation.